

Meeting	OLC Board Meeting	Agenda Item No. Paper No.	For Information 95.0
Date of meeting	29 April 2019		

Title	OLC Board Forward Plan
Sponsor	Board Secretary
Status	OFFICIAL
To be communicated to:	Members and those in attendance

Executive summary
The attached paper provides a record of the OLC Board's forward plan.
Recommendation/action required
Board is asked to note .

OLC 2019/20	Sponsor	29 April Q4 reporting	24 June	17 July Q1 reporting	26 Sept	24 Oct Q2 reporting	28 Nov	Jan	Mar
	Papers issued	17 April	17 June	10 July	19 Sept	17 Oct	22/11/2018	TBC	TBC
Governance and Reporting									
Executive report	CO	Present	Present	Present	Present	Present	Present	Present	Present
Finance report	DCS	Present	Present	Present	Present	Present	Present	Present	Present
Performance Report	CO		Present		Present		Present		Present
Transparency publications: Quarterly - Board and Senior Manager Expenses report Quarterly - Gifts and Hospitality report Quarterly - Board and Senior Manager Expenses report	Board Sec	Present		Present		Present		Present	
ARAC Update / Minutes	Chair ARAC		Present	Present		Present		TBC (2020 meeting dates yet to be agreed)	TBC (2020 meeting dates yet to be agreed)
RemCo Update / Minutes	Chair RemCo		Present		Present		Present	TBC (2020 meeting dates yet to be agreed)	TBC (2020 meeting dates yet to be agreed)
Annual review of Scheme of Delegations	DCS								Present
Annual review of Matters Reserved to Board	DCS								Present
Board paper redactions	Board Sec	Present	Present	Present	Present	Present	Present	Present	Present
Performance									
Performance Report	CO		Present		Present		Present		Present
Quarterly strategic and performance Report	CO	Present		Present		Present		Present	
6-monthly review of the quality and feedback model	CO				Present				
Quarterly Modernising LeO report	CO	Present							
KPI and balanced scorecard 2020 -21	CO					Present Draft			Present Final
Updated KPI 2019-20	CO		Present						
KPI Framework update (action from March Board meeting)	CO		Present						
Annual report on enforcement	CO		Present						
Legal Services Board(attend and present)	LSB			Present				Present	

Strategy and Planning									
Annual strategic risk workshop / approval of next years strategic risks	DCS								Workshop
Draft 2019/20 budget - planning for annual budget and LSB paper	DCS					Present			
Strategy, business plan and budget consultation 2019-20	DCS						Present		
Feedback on the strategy, business plan and budget consultation 2020-21	DCS							Present	
Strategy and business plan approval	DCS								Present
OLC Budget approval	DCS								Present
Annual Budget and LSB paper	DCS								Present
Horizon scanning	DCS	Present	Present	Present	Present	Present	Present	Present	Present
6 monthly review of horizon scanning, stakeholder engagement and comms	DCS				Present				Present
Equality and Diversity approval of EPOs for next financial year	DCS								Present
Response to UCL review of legal regulation	CO			Present					
Strategy Workshop		Present							
Governance									
Board Effectiveness - update on action plan	DCS		Present	Present	Present	Present	Present		
Annual Service Complaint Adjudicator Report	CO	Present				Present			
Annual Report and Accounts	CO	Update in finance report	Present						Present
Welsh Language Annual Report	DCS			Present					
Stakeholder Engagement / Workshops Outside of Formal Board Meetings									
Strategy workshop	Chair	Present							
Strategic options and learning from the Legal Services Consumer Panel workshop			Present						
Workshop on supporting vulnerable customers				Present					
KPI presentation / discussion on how the enablers will contribute to key deliverables.				TBC					