

Meeting	OLC Board Meeting	Agenda Item No. Paper No.	For Information 99.0
Date of meeting	24 October 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	27 Jan	26 Mar
	Papers issued	17 April	17 June	10 July	19 Sept	17 Oct	21 Nov	20 Jan	19 Mar
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	Present	Present
Transparency publications: Quarterly - Board and Ombudsman Register of Interests 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			Present
RemCo Update / Minutes	Chair RemCo		Present	Present	Present			Present	TBC (2020 meeting dates yet to be agreed)
Updated RemCo Terms of Reference for approval (action from the April 2019 Board meeting)	Chair RemCo				Present				
Annual review of Scheme of Delegations	DCS								Present
Annual review of risks									Present
Annual review of Matters Reserved to Board	DCS								Present
Board paper redactions and non-disclosure report	Board Sec	Present	Present	Present	Present	Present	Present	Present	Present
Assurance on the management of strategic risks and internal control following the introduction of the new organisational structure <small>Item transferred from ARAC forward plan for full Board discussion at the request of the OLC Chair.</small>								Present	
Quarterly Strategic and Performance Report: to include a section addressing the issues highlighted in the horizon scan and their impact on LeO's business plan (action from January 2019 meeting) <small>In agreement with the Chair on 6/9/19, this Quarterly report will be superceded by the monthly performance report.</small>	CO	Present		Present					
State of the Nation Report							Present		

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Assurance Review of Quality and Feedback Model (action from the April 2019 Board meeting)	Head Ombudsman						Present		
Modernising LeO - Post Completion Review report (action from the April Board meeting)	CO					Present			
Revised KPI Framework	CO				Present				
Annual report on enforcement	CO		Present						
Legal Services Board(attend and present)	LSB					Present		Present TBC	
Discussion on the Strategy, businesss plan and budget in preparation for the consultation 2020-23	DCS				Discussion				
Draft 2020/21 budget - planning for annual budget and LSB paper	DCS					Present			
Approval of consultation on Strategy, businesss plan and budget 2020-23 - to include discussion on publishing decisions						Present			
Approval of OLC Budget and budget paper to the LSB	DCS							Present	
Feedback following the strategy, business plan and budget consultation 2020-23	DCS							Present	
Strategy and business plan approval	DCS							Present	
Annual strategic risk workshop / approval of next years strategic risks	DCS								Workshop
Horizon scanning	DCS	Present	Present		Present	Present	Present	Present	Present
6 monthly: Review of horizon scanning, stakeholder engagement and comms - to include update on progress against the new stakeholder analysis / engagement strategy.	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							
Board Effectiveness - update on action plan 2018/19	DCS				Present		Present		
Annual Service Complaint Adjudicator Report	CO	Present				Present			

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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									
Strategic options and learning from the Legal Services Consumer Panel workshop / Preparation for the LSB /OLC Board to Board meeting			Present						
Workshop on supporting vulnerable customers				Present					