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| Meeting | OLC Board Meeting | Agenda Item No. Paper No. | 14 99.10 |
| Date of meeting | 24 October 2019 | Time required | 5 minutes |

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| Title | Outstanding actions from previous meetings |
| Sponsor | Kay Kershaw, Board Secretary |
| Status | OFFICIAL |
| To be communicated to: | Members and those in attendance |

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| Executive summary |
| The attached paper provides members with a record of the outstanding action points from previous Board meetings. |
| Recommendation/action required |
| Board is asked to note the update. |

Action points outstanding from previous OLC Board meetings

26 September 2019

| Agenda item | Action Required | Owner | Date required | Report on progress |
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| 1 Para 4 | Update Board Member Register of Interests with details of Jane Martin's appointment to the Advisory Board of Welsh Ombudsmen. | Board Secretary | 24 October 2019 | Register of Interests updated. Action completed |
| 6 Para | Add mediated solutions report to the Board forward plan for the October Board meeting b | Board Secretary | 24 October 2019 | Added to Forward plan and on agenda for the October Board meeting. Action completed |
| 9 Para 37 | To publish the minutes of the OLC Board meeting held on 17 July 2019. | Board Secretary | 24 October 2019 | Minutes published on 10 October 2019 Action completed |
| 9 Para 38 | To publish the minutes of the RemCo meeting held on 9 May 2019. | Board Secretary | 24 October 2019 | Minutes published on 10 October 2019 Action completed |
| 12 Para 46 | To publish the revised RemCo ToRs. | Board Secretary | 24 October 2019 | The Terms of Reference were published on 9 October 2019. Action completed. |
| 12 Para 48 | To look into whether the OLC Rules of Procedure could be amended to allow quoracy of committee meetings to be two Members instead of three. | DCS | 24 October 2019 | Schedule 15 paragraph 20 (2) of the Legal Services Act (LSA) 2007 states that <i>'the quorum of a committee or sub-committee must not be less than 3.'</i> Whilst the LSA 2007 permits the OLC to regulate its own |

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| | | | | procedure, it mandates that the quorum of a committee or sub-committee must not be less than 3. Action completed. |
| 13 Para 50 | To publish the September Board papers subject to the approved redactions and items for non-disclosure. | Board Secretary | 24 October 2019 | Minutes published on 10 October 2019 Action completed. |