

<b>Meeting</b>	OLC Board Meeting	<b>Agenda Item No. Paper No.</b>	For Information 124.0
<b>Date of meeting</b>	15 December 2022		

<b>Title</b>	<b>OLC Board Forward Plan</b>
<b>Sponsor</b>	Kay Kershaw, Board Secretary
<b>Status</b>	OFFICIAL
<b>To be communicated to:</b>	Members and those in attendance

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

High Level Board Forward Plan 2022										
Date of Meeting	Papers to be issued									
<b>26 JANUARY 2022</b> <b>BOARD MEETING</b> <b>Q3 reporting</b>	19 January 2022	2022/23 Budget and Business Plan: Milestone report	2020/21 Annual Report and Accounts: Lessons Learned	Service Complaint Adjudicator contract	EDI Update					
<b>11 FEBRUARY 2022</b> <b>WORKSHOP</b>		2022/23 Business Plan: Approval	2022/23 Budget: Approval of final budget for submission to the LSB, including LSB Budget Acceptance Criteria							
<b>24 FEBRUARY 2022</b> <b>WORKSHOP</b>										
<b>31 MARCH 2022</b> <b>BOARD MEETING</b> <b>Q4 reporting</b>	24 March 2022	2021 /22 Annual Report and Accounts: Timetable and planning	Annual approval of Equality Priority Objectives for 2022/23	Civil Service Survey Results	Scheme Rules Changes					
<b>27/04/2022</b> <b>EXTRA ORDINARY BOARD MEETING</b>	20 April 2022	Scheme Rules: Feedback from consultation and approval of the updated Scheme Rules for submission to the LSB								
<b>26 MAY 2022</b> <b>BOARD MEETING</b>	19 May 2022	2021/22 Annual Report and Accounts: Progress Report	2022/23 Budget and Business Plan lessons learned	Service Complaint Adjudicator 2021/2022 annual report	Annual strategic risk workshop / Review of Strategic Risks					
<b>30 JUNE 2022</b> <b>BOARD MEETING</b> <b>Q1 reporting</b>	23 June 2022	2021/22 Annual Report and Accounts Board approval and sign off	2023/24 Budget: Programme Plan							
<b>14 JULY 2022</b> <b>SEMINAR</b>		Twice yearly quality assurance update	Strategy	Customer experience	Annual Welsh Language Report - this was done OOC in July					
<b>15 September 2022</b> <b>BOARD MEETING / SEMINAR</b>	08 September 2022	Annual Risk Workshop, to include Horizon Scanning.	Quarter One reporting, to include: Finance, Operational Performance, and People.	Strategy update	2023/24 Budget and Business Plan, to include: Planning and developing the skeleton draft Budget and Business Plan, strategy and consultation	Performance reporting: approval of the new dashboard				
<b>20 OCTOBER 2022</b> <b>BOARD MEETING</b> <b>Q2 reporting</b>	13 October 2022	Quarter two reporting, to include: Finance, Operational Performance, People, Quality and Transparency Reports.	2023/24 Budget and Business Plan: Approval of Draft Budget, Budget Acceptance Criteria and Business Plan, and agreement of the one year interim strategy for consultation.	2021/22 Annual Report and Accounts lessons learned	Scheme Rules changes: update on progress	EDI update	Service Complaint Adjudicator interim 2021/22 report	Governance Framework		
<b>15 DECEMBER 2022</b> <b>BOARD MEETING</b>	02 December 2022	2023/24 Strategy, Budget and Business Plan: Emerging feedback on the consultation / approval of updated ARAC ToRs.	Legal update, including Annual Report on Enforcement	Update on Civil Service People Survey	Understanding the OLC Governance Framework	EDI: Social Mobility	Ombudsman Decisions	Internal Communications update	RemCo update: <input type="checkbox"/> Feedback on meeting held on 24 November 2022 and pay benchmarking	Performance Dashboard: update on operational performance from October and feedback from the Performance and Quality Task and Finish Group meeting held on 6 December.

**High Level Board Forward Plan 2023**

Date of Meeting	Papers to be issued								
<b>25 JANUARY BOARD MEETING</b> <small>Q3 reporting</small>	18 January 2023	Performance Dashboard - Q3 reporting ; *Finance; *Operational Performance; *People; *Quality and Service	Q3 Transparency reporting; *Board member Register of Interests *Ombudsman Register of Interests *Board member and senior manager expenses *Gifts and hospitality report	2023/24 Budget and Business Plan: Approval of the 2023/24 Budget, Strategy and Business Plan and Budget Acceptance Criteria	2023/24 Annual Report and Accounts: Timetable and Planning	Annual Review of Governance Documents.	Update on Scheme Rules Changes	Civil Service Survey Results	Tripartite Protocol
<b>16 FEBRUARY WORKSHOP</b>	9 February 2023	Tentative: 2023/24 Budget. Approval of final Budget and Business Plan for submission to the LSB, including LSB Budget Acceptance Criteria	Deep Dive: Quality and FET Customer Satisfaction						
<b>26 APRIL BOARD MEETING</b> <small>Q4 reporting</small>	19 April 2023	2022/23 Annual Report and Accounts; Update on progress	Civil Service Survey Results	Scheme Rules Changes: Update	Quarter four reporting, to include: Finance, Operational Performance, People, Quality Assurance, 22/23 Business Plan and Transparency reports	Service Complaint Adjudicator's Annual Report.	EDI Update and approval of Equality Priority Objectives	2023/24 Budget and Business Plan: Lesson Learned	
<b>15 JUNE BOARD MEETING</b> <small>Q1 reporting</small>	8 June 2023	Tentative: Pre-Board session with the Disability and Carers network	2022/23 Annual Report and Accounts Board approval and sign off	2024/25 Budget: Programme Plan					
<b>20 JULY BOARD MEETING</b>	13 July 2023	2023/24 Budget and Business Plan: Lessons Learned	Approval of the Annual Welsh Language Report	2024/25 Budget, Business Plan and Strategy: Planning and developing the Draft Budget, Business Plan, outline / roadmap of strategy and options for consultation.	Annual Strategic Risk Workshop, to include a review the strategic risk register and agree the proposed strategic risks, tolerances and risk appetite.	Quarter one reporting, to include: Finance, Operational Performance, People, Quality Assurance, 22/23 Business Plan and Transparency reports	Annual Horizon Scanning		
<b>21 September WORKSHOP</b>	14 September 2023	2024/25 Budget and Business Plan							
<b>18 OCTOBER BOARD MEETING</b> <small>Q2 reporting</small>	11 October 2023	2024/25 Draft Budget and Business Plan: Approval for consultation. Approval for submission to the LSB, including Budget Acceptance Criteria	2023/24 Service Complaint Adjudicator interim report	Quarter two reporting, to include: Finance, Operational Performance, People, Quality Assurance, 22/23 Business Plan and Transparency reports	EDI Update	2022/23 Annual Report and Accounts lessons learned			
<b>14 DECEMBER BOARD MEETING</b>	7 December 2023	Tentative: 2024/25 Budget, Business Plan and Strategy: Feedback following consultation	Tentative: 2024/25 Business Plan: Approval	Tentative: 2024/25 Final Budget and Budget Acceptance Criteria: Approval for submission to the LSB	Annual report on Enforcement	Annual Review of Governance Documents: Scheme of Delegations / Matters Reserved to Board / OLC Operating Framework/ OLC Rules of Procedure / Terms of Reference for Category 1 Publications Committee ARAC / RemCo / Performance and Quality Task and Finish Group			