

LSB BOARD

ACTION TRACKER

04-Jul-18

The action tracker will come to every Board meeting providing progress and updates on actions from previous meetings.

No.	Meeting Date	Agenda Item Title	Action	Action Owner	Progress Update
7	26-Oct-17	SDT budget 2018/19	A discussion on the disciplinary landscape to be scheduled at a future Board meeting, [REDACTED] [FoIA exempt s36]	NB	Complete - See agenda
3	22-Mar-18	CEO progress report	Schedule of retirements and a succession plan for Board Members to be prepared for RNC, for scrutiny on the Board's behalf, to attempt to mitigate issues arising in future	HPe	Complete - see agenda - RNC 4 July meeting update
3	24-May-18	CEO progress report	Reference to the legal aid barrister strikes to be reflected in future horizon scanning reports.	SB	Complete - see agenda - CEO's report - latest horizon scanning report attached
5	24-May-18	Draft LSB response to LASPO PIR	Final draft response to be circulated out of committee to the full Board for approval. Once approved, Chair and CEO to sign off the response prior to submission to the MoJ	CW	Complete - revised draft response sent to Board Members on 29 June for response by 6 July
6	24-May-18	Consumer Panel Annual Report 2017/18	Explanation to be provided alongside the figures, given the increase was out of line with the direction that LSB spend was taking overall	LB	Complete - Consumer Panel Annual Report 2017/18 published on 14 June 2018: http://www.legalservicesconsumerpanel.org.uk/publications/corporate_documents/index.html
6	24-May-18	Consumer Panel Annual Report 2017/18	Board to Board meeting to be held with the Consumer Panel in due course	SN / LB	In progress - dates are being canvassed for a Board to Board with the Panel in autumn 2018
7	24-May-18	LSB Annual Report 2017/18	Submission of final ARA 2017/18 to the Comptroller and Auditor General	RS / HP	Complete - LSB Annual Report 2017/18 laid before parliament and published on 14 June 2018
12	24-May-18	Oral report of 21 May 2018 ARAC meeting	Document control and secure email - Finance Director set up LSB email accounts for Board Members, and to contact individual Board Members to request details of their preferred device. In the longer term, business case to be developed for bespoke hardware and software for a fully secure option.	RS / SN	In progress - Board Member move to ActiveSync underway and nearing completion. Next stage is VPN for those Board Members who wish to access LSB documents from laptops or PCs. Business case for long term solution to be presented to Oct ARAC
12	24-May-18	Oral report of 21 May 2018 ARAC meeting	Addition of risk appetite at a risk-by-risk level in the Corporate Risk Register, as well as consideration of risk appetite for all policy matters presented to Board - to be presented to the October ARAC and November Board	IW / HP	In progress
15	24-May-18	Proposed dates of Board meetings 2019/20	May 2019 date to be checked; Board Member comments to be incorporated and updated schedule to be circulated	SN	In progress