

LSB BOARD
ACTION TRACKER

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

16-Sep-25

	Meeting Date	Agenda Item Title	Action	Action Owner	Progress Update	Completed or Expected completion date
1	25/01/2025	Inclusion workshop	Review key LSB policies (including Code of Conduct and grievance) and how they relate to and/or include board members, to support maximum possible alignment with approach taken to colleagues.	MQ / HM	Review will be conducted as part of the annual Governance Manual review in summer. The Corporate Governance Manager has started the review of the Manual.	Jun-25
2	25/03/2025	Annual Performance Assessment Report Paper	1. The Executive to consider how future assessments could be made more targeted and proportionate, reducing the regulatory burden on well controlled regulators and enhancing focus on areas of greatest risk. 2. Feedback be sought from approved regulators on the RPA process ahead of the July meeting.	AL / CB	1. Ongoing. 2. Ongoing.	Jul-25
3	25/03/2025	OLC Budget Application 2025/26	OLC to provide the Board with a summary plan and the Executive would engage further with OLC/LeO on how the plan would be delivered and how the Board would monitor progress against it.	OLC/JL	(1) is an embedded process of assurance so is closed. suggest (2) is now a separate action regarding the lack of budget approval and impact on performance and focus on alternative business models to manage efficiency, demand and performance going forward.	Completed.
5	21/05/2025	LSB Office Accommodation	The Director, Corporate Services to assess adding a mutual break clause to the contract under the following parameters: value for money, reducing risk to the LSB and improving staff morale.	MQ	A break clause has been included.	Completed
6	10/06/2025	CEO Report	The Head, Strategy and Research would explore the possibility of Garfield Law presenting to the Board.	SO	SRA facilitated an introduction and LSB are following up.	25-Jul
8	22/07/2025	Regulatory Oversight and Assurance	1. Development of a robust risk assessment framework, possibly including a flowchart of triggers leading to different regulatory responses. 2. The Executive will present an updated proposal to the Board in January 2026, with the aim to launch the new system in 2026 and will engage individual Board members in discussions in the interim	AL / CB	Clare has taken over the RPA/Oversight and will begin in September after the Board meeting. PID to come to SLT late September.	Sep-25
9	22/07/2025	Corporate Risk Register	Include in the governance cycle an annual workshop with the Board to review the risk register and identify new risks.	MQ / HM	Being identified as part of a review of the Corporate Risk Register work.	November 2025.
10	22/07/2025	Finance Report to 30 June 2025	The Head, Finance, IT and Procurement to track financials against both the revised proposed budget of 8.4% and 11% budget approved by the Board in April 2025, until such time as we have certainty on our budget.	FO	Budget approved by MoJ at 8.4% so financials will be tracked against this figure.	Completed.