

ANNUAL CYCLE OF BOARD BUSINESS

11

| | Lead | Feb | April | May | July | Sep | Dec |
|--|------|-----|-------|-----|------|------------|-----|
| Standing Business | | | | | | | |
| Apologies | | X | X | X | X | X | X |
| Declarations of Interest | | X | X | X | X | X | X |
| Minutes and Action Log | | X | X | X | X | X | X |
| Chair's Update | | X | X | X | X | X | X |
| CEO Report / DoG Report/ DoR Report | | X | X | | X | X | X |
| Strategy, Performance & Risk | | X | X | | X | X | X |
| Cttee Chair(s) attendance | | | SRC | | ALC | PCP/ DT | |
| Annual Cycle | | X | X | | X | X | X |
| AOB | | X | X | | X | X | X |
| Strategy | | | | | | | |
| Access to Justice & Consumer Empowerment Strat Objective | DoG | | | | | X | |
| Standards & Public Trust Strat Objective (including enforcement and supervision) | DoR | | | | | | X |
| Independence & Sustainability Strat Objective | CEO | | | | | X | |
| Authoritative, inclusive & Capable Strat Objective (including EDI Strategy) | DoG | | | X | | | X |
| Business Plan and Strategic Objectives review | All | | | | | X | |
| Comms and Engagement Strategic Review | DoG | | | | X | | |
| HR Strategy Review | CEO | | | X | | | |
| Annual Board Strategy discussions/ away day | All | | | X | | | |
| Budget and Finance | | | | | | | |
| Quarterly Outturn | FM | Q4 | | Q1 | | Q2 | Q3 |
| Draft Budget incl. unit costs | FM | | | X | X | | |
| Final Accounts and Auditors Report | FM | | | X | | | |
| PCF, compensation fund application and other fees review | FM | | | | X | | |
| Governance | | | | | | | |
| Annual Review of Risk Appetite | CEO | X | | | | | |
| Annual Review of Governance Framework | DoG | | | X | | | |
| Annual Complaints and Compliments | DoR | | | X | | | |
| Board Evaluation Self-Assessment | DoG | | | X | | | |
| IGR compliance | DoG | | | X | | | |
| Annual Reports of Committee etc. | DoR | | | | X | | |
| Education & Standards | | | | | | | |
| Annual Education Report | DoG | X | | | | | |
| AML Annual Report | DoR | | | | | X | |

