

014 - OPLB Board Legislative Agenda

Guiding Principles

In keeping with the Board / CEO Relationship Policy 012–OPLB, the Chair, working with the CEO, shall develop a **Board** Legislative Agenda to manage the topics and decisions required of the Board to fulfill their respective accountabilities. The annual topics and decisions planned (by month) help to assist the Board, the CEO, and staff, in planning their activities.

Board Legislative Agenda Development Practices

In Q1 of each year, the CEO, working closely with the Chair, shall initiate development of the Board Legislative Agenda in preparation for the upcoming year. To begin, the Annual Board Legislative Agenda is largely guided by Policy OPLB-010 – CEO Reporting and Board Monitoring, which indicates the reporting of interval of regular reports. Once those reports have been incorporated, the CEO will look to the Board Work Plan and Corporate Work Plan to incorporate key strategic items. Finally, the CEO will work with the Chair on planning for other required items. The CEO can provide a mid-year update on progress to the Chair.

The **Board** Legislative Agenda will take into account major and recurring topics and decisions, including, but not necessarily limited to:

- Developing, reviewing and approving budgets, business plans, and strategic plans;
- Reviewing and approving anticipated major projects;
- Completing activities associated with CEO performance management;
- Setting performance objectives;
- Monitoring results;
- Reviewing the annual performance of the organization;
- Reviewing and approving the annual financial reports and annual reports;
- Reviewing and updating Board policies;

- Completing Board self-evaluations;
- Providing ongoing education for Trustees; and,
- Completing regularly occurring Board processes and decisions.

The Chair, working closely with the CEO, shall ensure that all preparatory work for each meeting is undertaken in sufficient time to allow the necessary materials and studies to be available for the topics scheduled in the **Board Annual** Legislative Agenda.

The Chair, working closely with the CEO, shall consider changes to the timing of items of the **Board Annual** Legislative Agenda as new or additional requirements are identified and during election years when new Board appointments are made in order to accommodate transition periods.

Effective Date: November 8, 2022	Last Review Date: December 2018
---	--