

Question	Response
<p>In relation to the projected fee of £30,000 Is there room for movement in that? It seems like quite a large group to review.</p>	<p>Bids are expected to be between £30,000 - £40,000 with a budget ceiling for this work of £40,000 excluding VAT. Bids above this may be disregarded with no further evaluation. Bids should clearly indicate if they include VAT or not.</p>
<p>Does the LSB claim or expect to claim the IPR in any of the work products which the successful tenderer produces in connection with the evaluation exercise?</p>	<p>We do not currently think this is likely</p>
<p>How many executives, in addition to the chief executive, will need to be interviewed?</p>	<p>We are content for the bids to make recommendations regarding this within the bid submission. We have not currently identified any additional executive to interview so additional interviewees proposed should include an explanation of why and any additional cost this would incur. The LSB has a senior leadership team, in addition to the Chief Executive</p>
<p>Are the members of LSB considered directors in terms of the Companies Act and therefore responsible in terms of Sections 171-177 of the Companies Act 2006?</p>	<p>They are not.</p>
<p>As a result of new colleagues joining, how often does the Board have observers?</p>	<p>There is usually one staff member observing the full meeting and other colleagues attending to observe specific items that are of interest to them.</p>
<p>To what extent is the Board mindful of aligning themselves with the UK Corporate Governance Code 2018?</p>	<p>The LSB is committed to upholding the very highest standards of governance which includes the UK Corporate Governance Code 2018 however as an independent arm's length body there are a number of other codes and best practice documents to which the Board adheres.</p>
<p>Please could you confirm whether or not the tender is open to specialist consultants operating as sole traders? The tender documents imply proposals will only be accepted from companies.</p>	<p>The tender is open to sole traders</p>
<p>We note that observation of a Board meeting is to take place on 19th July (as a virtual meeting) and the presentation of the report is on 18th October. Are there any other key dates during the contract term that your chosen Board evaluators need to be available for – such as dates for observation of the two Board committees ARAC & RNC?</p>	<p>Due to the timings of the process and committee dates it is unlikely that observation of ARAC and RNC will be possible. It should be noted that there is also a Board meeting on the 13 September. This is likely to be in person, and the focus will be on strategy (preparation for the draft 2023/24 business plan).</p>
<p>Can you clarify how many members of the Executive team regularly attend Board meetings – as we would plan to</p>	<p>The LSB has a senior leadership team, in addition to the Chief Executive who regularly attend Board meetings. The Corporate Governance Manager also attends to take minutes. Other colleagues observe on an ad hoc basis.</p>

include interviews with these individuals in our review process	
Can you clarify the number and role of external stakeholders that you would like to include in the interview process. We would normally include at least one representative from your sponsor department (MOJ) in the interview schedule, and in this case it may also be appropriate to include a representative of the Office for Legal Complaints – are there any other stakeholders that we should plan to include?	We are content for the bids to make recommendations regarding this within the bid submission. Additional interviewees proposed should include an explanation of why and any additional cost this would incur.
As an independent research and evaluation consultant, and as a sole contractor I do not have the policies asked about in the Equality Diversity and Inclusion Questionnaire. Is this likely to disqualify me from tendering?	This will not disqualify you but where appropriate will be taken account of in the scoring process.
To gain additional insight about the Board it is often useful to interview others who interact with the Board. These can be internal (executives), and external (such as the MoJ and your approved regulators). would you be open in the review to incorporate such input, or have you already decided not to incorporate this additional dimension?	We are content for the bids to make recommendations regarding this within the bid submission. Additional interviewees proposed should include an explanation of why and any additional cost this would incur.
Board evaluations can also incorporate feedback on individual board members in addition to the collective evaluation. But have you already decided not to incorporate this extra level of evaluation	Board Members currently undergo annual appraisals with the Chair which include 360 feedback. We are content for the bids to make recommendations regarding this within the bid submission.