

Executive Committee
Decisions and outstanding actions from previous meetings
(for the meeting on 10 September 2015)

30 April 2015

1. **Action: Tom Goldsmith** would consider the Board's approach to Quarterly Performance packs.

— *Marianne Cwynarski, as incoming Executive Committee Secretary, to consult members about possible improvements to the packs. Action in hand.*

14 May 2015

2. **Action: John Borley and Rob Greig** to consider next steps for the network convergence project and bring a proposal to the July Quarterly Performance Review meeting.

— *John Borley, Rob Greig and Myfanwy Barrett met during August, and agreed that Rob would:*

- *develop proposals for the integration, where appropriate, of our networks, starting with establishing a robust, resilient and secure core; and*
- *facilitate a meeting between PED's Design Authority (Donald Grant); PSD's Director of Technology (Steve O'Connor); and the Director of Parliamentary Broadcasting (John Angeli) with the aim of establishing suitable management arrangements for the design and upkeep of all the related eqpt (wherever in structure it is presently owned).*

Action in hand.

9 July 2015

3. **Action:** The Board agreed that **Martin Fenlon** would develop a process for recruiting staff from the Commons and PDS onto the Silver rota.

— *Martin Fenlon and Bob Twigger met with HR and agreed a role description for the Common's duty Silver. An 'Expression of interest' (Eoi) has been drafted and will be circulated after the summer recess with the aim of recruiting two or three Silvers in October. From October 2016 Duty Silvers should receive a small payment in recognition of the disruption caused outside working hours. Action in hand.*

16 July 2015

4. **Action:** The Committee discussed options for a deep dive, and agreed that the risk team should focus on cyber risk and report back at the October QPR meeting.

— *This will be an item on the October QPR meeting agenda. Action in hand.*

5. **Action:** The Committee agreed the proposed changes to risks 1 and 3, and agreed that it was content with the current risk scores. **Penny Young** would work with the risk team on a revised wording for risk 3 and means of mitigating the risk.

— *Penny Young to meet with Rachel Harrison and Dermot Woods on 22 September, to discuss a draft. Action in hand.*

6. **Action:** re AV Programme: John Angeli noted that there were new APIs to allow for more personalised access to data on data.parliament.uk and there were APIs in relation to live logging that would allow people to use the data themselves. The Committee discussed opportunities for maximising the use of the data provided. Indexers in DIS and the WPU in DCCS could potentially provide useful partnerships. John Angeli agreed to explore options with each.

— *John Angeli has reported the following:*

The data.parliament team has developed a method for matching topics under discussion with a Member utilising one of the parliamentlive.tv APIs.

Both the WIS and Rapid Aps teams have access to the APIs but we are not aware of any developments in this area at present.

Since the video service was re-launched in May more than 130 Members have used the site to link to their contributions in the Chamber using social media tools available on the service.

Several hundred organisations including Government departments, charities, universities and businesses have linked to specific items under discussion in chambers and committees.

Although real-time logging and publication of a Members' name and timecode is currently confined to the two main Chambers a test of live logging for a committee was successfully conducted in July.

Action complete.

7. **Action:** re MTFP: The Committee agreed that **Myfanwy Barrett** would discuss additional cost pressures with the Finance Committee.

— *Finance Update on the September agenda. Action complete.*

Governance Office
3 September 2015