

**Management Board****Actions from previous meetings***Office of the Chief Executive*November 2007

1. Board to receive further update on electricity supply (item 2.12) – paper tabled for March 08 meeting.

December 2007

2. [s.24]
3. Office of the Chief Executive to circulate data and information security report to Board members, for information (item 2.9) – action pending.
4. The Estate Board, and the groups under it, should be invited to consider whether revisions were necessary to their terms of reference and submit them to the Management Board (item 3.3.1) – agenda item of March 08 Estate Board.
5. Internal Communications Manager to present paper on the future of InHouse Magazine to the Board (item 6.2) – take note paper tabled for March 08 meeting.

January 2008

6. Director General, Facilities to provide Board with further information on energy usage (item 2.2) – paper tabled for March 08 meeting.
7. Précis of Estate Board minutes to be circulated to Management Board members (item 3.5.6) – January minutes précis circulated.
8. First draft of Estates Strategy to be available in late February / March (item 5.4) – Action pending.

February 2008

9. Board members to give comments on the draft internal audit charter to Richard Russell (item 2.9) – action pending.
10. Board to consider a paper regarding common recruitment to the FastStream at its July meeting (item 4.6) – paper to be tabled for July 08 meeting.
11. Board members to give comments on the draft pay remit to Andrew Walker and [s.40] (item 5.4) – further paper tabled for March 08 meeting.

12. Paper to be sent to Administration Committee regarding regular surveying of Members and their staff (item 7.1) – paper sent and proposals approved by Administration Committee on 4 March.

**Office of the Chief Executive  
March 2008**