

Management Board

Actions from previous meetings

Office of the Chief Executive

December 2007

1. 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) – Response from PEB pending: broader programme governance issues under discussion.

May 2008

2. Staff notice relating to social networking and blogging sites to be circulated (item 7.1) – action pending (update to September Board, [s.40] to discuss this matter with Departments).

June 2008

3. [s.24] to be identified (item 7.1) – action pending (update to July Board, note to be produced prior to occupation by either House).

July 2008

4. [s.36(2)(b) and s.36(2)(c)

September 2008

5. Report on audit of House of Commons records to be made to the Management Board in January 2009 (item 1.3) – action pending.
6. Andrew Walker and Joan Miller to investigate the transfer of HAIS authorisation (item 2.2) – action pending.
7. Results of staff survey to be published in October (items 4.5 and 4.6) – to follow agreement of action plan at October Board meeting.
8. Board to consider corporate action plan based on the results of the staff survey (item 4.8) – paper tabled to October Board meeting.
9. Work to commence on staff survey departmental action plans (item 4.9) – action in progress.

10. Consultants to be appointed and balanced scorecard to be developed in collaboration with Board members (item 5.10) – action pending.

**Office of the Chief Executive
October 2008**