

## Management Board

### Actions from previous meetings

*Office of the Chief Executive*

#### July 2009

1. Risk facilitators to liaise with Risk Owners about the risk escalation process and to improve the integration of risk into the balanced scorecard (item 2.6) – *under development*.

#### September 2009

2. Board Secretary to discuss with the Commission Secretary a mechanism for reporting risks to the Commission (item 6.3) – *paper to the Commission planned*.

#### January 2010

3. Director General of Resources to implement the cost information system by June (item 4.4) – *action in progress*.

#### March 2010

4. Head of Savings Reviews to bring the results of his review of corporate savings to the July Board meeting (item 4.5) – *action in progress*.

#### April 2010

5. Joan Miller to bring paper to May Board on options for mitigating the risks relating to the portfolio of agreed ICT programmes in 2010-11 (item 2.2) – *paper to May Board*.
6. IRIS, media and internal communications teams to develop a communications plan for information to be released after the election; John Pullinger to provide friendly challenge (item 2.8) – *action in progress*.
7. Proposals on improvements to the House's process for handling FOI requests to be brought to the Board (item 2.9) – *action in progress*.
8. Elizabeth Honer to bring a paper to the Board's June meeting on human resources aspects of the savings programme (item 4.5) – *paper to be brought to June Board*.
9. HRM&D and internal communications team to work together to draft a staff notice to communicate the Board's decision on the Performance Award Scheme (item 8.3) – *action completed*.
10. Heather Bryson to bring a further paper to the Board setting out the blueprint for the programme and proposed governance arrangements (item 9.6) – *paper to be brought to June or July Board*.

**Office of the Chief Executive**  
**May 2010**