

Management Board

Actions from previous meetings

Office of the Chief Executive

September 2010

1. Department of Resources to explore setting up a small joint steering group with TUS to oversee consultation on savings, HRPPP and related matters (item 6.7)
– *steering group set up and first meeting held; action completed.*
2. Board Members to confirm by correspondence their agreement to the membership of the Parliamentary Accommodation Programme Board, as proposed by the paper (item 9.3)
– *membership agreed and Programme Board has met for first time; action completed.*
3. Department of Resources to circulate the draft paper to the Commission on FOI to the Board early in October for agreement by correspondence, and OCE to revise the guidance on Management Board papers (item 10.4)
– *DoR draft paper circulated and agreed by Commission. OCE guidance on MB papers completed.*

October 2010

4. Corporate Risk Management team to capture corporate risk 3b (disruption to the work of the House due to failure to develop IT systems to meet business needs) as an escalated Board risk relating to corporate change in the new Balanced Scorecard (item 2.3)
– *work towards the new balanced scorecard is ongoing; progress being maintained There will be an opportunity to discuss the new Balanced Scorecard at the Board workshop in January.*
5. Board members to provide feedback on the revised balanced scorecard to the OCE. OCE to review Departmental balanced scorecards with the aim of bringing them into line with the new Corporate scorecard (item 9.3)
– *all Departmental scorecards have been provided apart from DCCS which is under development. There has been no feedback as yet from Board members. There will be an opportunity to discuss the new Balanced Scorecard at the Board workshop in January.*

November 2010

6. The Director General of Resources to promulgate the decision on publication of SCS pay to TUS and staff following Commission meeting on 13 December (item 1.4)
– *action pending.*

7. The OCE to organise a Management Board workshop on risk and strategic planning early in 2011 (item 2.2)
– *meeting arranged for January 21.*
8. Elizabeth Honer to prepare a paper on the process for organisational redesign work for the Board's 27 January meeting, to form the basis for staff meetings to be held in early February (item 5.3)
– *action in progress: paper will be brought to January board.*
9. HRM&D to bring a paper to the December meeting of the Management Board proposing the details of a voluntary severance scheme to be implemented in the current financial year (item 7.4)
– *action in progress: paper will be brought to December board.*

**Office of the Chief Executive
December 2010**