

**Agenda for the Management Board meeting to be held on
Thursday 12 January 2012 at 4.00 pm
in the Clerk of the House's office**

- 1. Business Resilience table top exercise (informal)** [4.00 pm]
- 2. Matters arising from previous meetings** [4.30 pm]
MB2012.P.01 – Actions from previous meetings
- 3. Performance and risk** [4.35 pm]
MB2012.P.02 – Performance and Risk Report
MB2012.P.03 – Administration Estimate monthly outturn
- 4. Oral updates from Directors General** [4.55 pm]
- 5. MPS contract/Parliamentary Security Board ToR** [5.10 pm]
MB2012.P.04 — Parliamentary Security Board Terms of Reference

Peter Mason and Paul Dillon-Robinson will attend for this item
- 6. Internal Audit** [5.25 pm]
MB2012 .P.05 — Development of Internal Audit service

Paul Dillon-Robinson will attend for this item
- 7. Portfolio Management** [5.40 pm]
MB2012.P.06 — An approach to implementing portfolio management

Nina Ciuffardi will attend for this item
- 8. Draft Departmental Business Plans** [6.00 pm]
MB2011.P.07 —
- 9. Any other business** [6.10 pm]

Matthew Hamlyn

Secretary
6 January 2012

Take Note papers:

MB2012.P.08 – Estate modernisation
MB2012.P.09 – HAIS renewal programme update