HOUSE OF LORDS

Management Board

Meeting Room Bookings

1. I offered to report back to the Board around now on progress towards online viewing of meeting room bookings. Work is in hand and the attached diagram demonstrates that this issue is part of the Facilities ICT Project Programme now underway.

1 April 2010   **Carl Woodall**

Facilities ICT Programme
Programme Organisational Structure

Room Bkgs | Events Mgmt

Strategic planning | Key components
Decommissioning

Planned, preventative maintenance | Reactive Maintenance | Cyclical surveys
Estates PM | Services Data | AutoCAD | Mobile wkg

John Greenaway (Ahmed Mahgoub)
Room Bookings and Events

Innis Montgomery (Simon Keyes)
ICT Strategy

Steve Beck (Robert Wormald)
Space Information and Maintenance

Facilities ICT Programme
Steering Group

People Info
Work force manage-ment (HOL) | Wider workforce

Tim Lamming (Ahmed Mahgoub)
People Information Management

James Robertson (Stephanie Peterson)
Accommodation Planning and Usage

Accom | Moves | Occupancy
MI | Mail Management | Telecoms (PICT)

Sue Harrison (Ahmed Mahgoub)
Retail Services Improvement

Philip Collins (Stephanie Peterson)
Asset Management

Cashless payment | Online gift shop
Chip & PIN | Point of Sale (EPOS)

Fiona Smith (Robert Wormald)
Risk and Compliance

Policies | Lifecycle | Inventory | Inventory (furniture)
Collections | Terrier | C&R Stock control

Incident reporting | Permit mgmt | **C&R Temp Monitor** | Health & safety