



MANAGEMENT BOARD

14 January 2015, 10am to 12pm in Room 1-02, Millbank House

Agenda

1. **Continuous Improvement: Update and Strengthening Buy-in** **MB/2015/1**
[Andrew Makower, 15 minutes] – *Martin Trott will be in attendance*
RESTRICTED ACCESS: MANAGEMENT
2. **Housekeeper Pay [RESERVED]** **MB/2015/2**
[Tom Mohan, 15 minutes] – *Margaret Pieroni will be in attendance*
RESTRICTED ACCESS: MANAGEMENT
3. **Internal Audit report: Risk Management Arrangements within the Administration & Review of Corporate Risks** **MB/2015/3**
[Simon Burton, 30 minutes] – *Paul Thompson will be in attendance*
RESTRICTED ACCESS: MANAGEMENT
4. **Risk report: Facilities 2ii & iv** **MB/2015/4**
[Carl Woodall, 15 minutes]
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5. **Corporate risk register as at 7 January** **MB/2015/5**
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6. **Business Planning Group Membership** **MB/2015/6**
[Simon Burton]
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7. **Any other business:**
 - Oral updates

For information:

8. **Parliamentary Information & Records Management Policy 2014** **MB/2015/7**
[Elizabeth Hallam Smith]
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9. **Vote 100: Project to mark the centenary of the Representation of the People Act 1918** **MB/2015/8**
[Elizabeth Hallam Smith]
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The following minutes are circulated electronically only for information:

- PICT Advisory Board, 10 November & 8 December 2014
- House Committee, 18 November 2014
- Business Planning Group, 16 December 2014 [draft]