



MANAGEMENT BOARD

Wednesday 2 December 2015, 10am to 12.15pm in Room 1-01, Millbank House

Agenda

- 1. Review of Accommodation Strategic Plan and Principles – an update** **MB/2015/80**
[Carl Woodall, 45 minutes] – *Fiona Smith will be in attendance*
RESTRICTED ACCESS: MANAGEMENT

[10 minute break]

- 2. Forecast Outturn, Financial Plan and Efficiencies Programme** **MB/2015/81**
[Andrew Makower, 30 minutes]
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- 3. Update on business resilience capability and annual approval of Business Resilience Policy [RESERVED]** **MB/2015/82**
[David Leakey, 10 minutes]
RESTRICTED ACCESS: SECURITY
- 4. Corporate risk register as at 25 November 2015** **MB/2015/83**
RESTRICTED ACCESS: MANAGEMENT
- 5. Business Planning Group membership** **MB/2015/84**
[Simon Burton, 5 minutes]
RESTRICTED ACCESS: MANAGEMENT

For information:

- 6. Parliamentary dashboard portfolio** **MB/2015/85**
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The following minutes are circulated electronically only for information:

- Parliamentary Estates Forum, 12 October 2015
- House Committee, 21 October 2015
- House of Commons Executive Committee, 22 October 2015
- Digital Strategy Board, 23 October 2015
- Business Planning Group: 27 October; 29 October; 3 November & 5 November 2015
- Audit Committee, 2 November 2015

Forward plan:

Meeting	Agenda items	Papers deadline	Circulation date
Wed 16 December 2015	<ul style="list-style-type: none"> • Pay & Grading • Performance management • Risk report: Staff • Development of a Diversity & Inclusion plan 	Fri 4 December	Wed 9 December
Fri 15 January 2016	<ul style="list-style-type: none"> • Archives Accommodation Programme • Update on Relocation Contingencies Programme • Joint internal audit of sub-board groups (tbc) • Corporate risk register 	Wed 6 January	Fri 8 January
Mon 25 January	<u>House of Lords Audit Committee</u> <ul style="list-style-type: none"> • Items to be confirmed 	Wed 13 January	Mon 18 January
Wed 27 January	<u>Joint meeting of Lords/Commons Audit Committees</u> <ul style="list-style-type: none"> • Items to be confirmed 	Fri 15 January	Wed 20 January
Wed 10 February 2016	<ul style="list-style-type: none"> • Leader's Group on Governance: consideration of recommendations (tbc) • Revision of Lords strategic plan (tbc) • Accommodation paper (tbc) • Risk report: Reputation • Corporate risk register • Q3 2015/16 quarterly performance report 	TBC	TBC
Wed 9 March 2016	<ul style="list-style-type: none"> • Draft Business Plan 2016/17 • Proposed creation of a Parliamentary Enterprise Programme Management Office • Risk report: House of Commons • Corporate risk register 	Fri 26 February	Wed 2 March
Mon 11 April	<u>House of Lords Audit Committee</u> <ul style="list-style-type: none"> • Items to be confirmed 	Wed 30 March	Mon 4 April
Wed 13 April 2016	<ul style="list-style-type: none"> • Corporate risk register • Draft Corporate Governance Statement 2015/16 • Internal Audit Programme 2016/17 • Tracking of outstanding audit recommendations 	Fri 1 April	Wed 6 April



HOUSE OF LORDS

MB/2015
13th Meeting

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Late April (tbc)	<u>Joint Lords Board/Commons Executive Committee awayday</u> <ul style="list-style-type: none"> Items to be confirmed 	TBC	TBC
Wed 11 May 2016	<ul style="list-style-type: none"> Risk report: Governance Corporate risk register Q4 2015/16 quarterly performance report 	Fri 29 April	Wed 4 May
Fri 20 May 2016	<u>Joint meeting with HoC Executive Committee</u> <ul style="list-style-type: none"> Towards the Medium-Term Investment Plan 2017-21 Restoration & Renewal (tbc) 	Wed 11 May	Fri 13 May
Wed 15 June 2016	<ul style="list-style-type: none"> Draft Resource Accounts 2015/16 Corporate risk register 	Fri 3 June	Wed 8 June
Wed 6 July 2016	<ul style="list-style-type: none"> Towards the Financial Plan 2017/18 – 2020/21 Risk report: Facilities & Buildings Corporate risk register Annual Environment Update 2015/16 Tracking of outstanding audit recommendations Annual Corporate Events 2016/17 	Fri 24 June	Wed 29 June
Wed 6 July 2016	<u>Joint meeting of Lords/Commons Audit Committees</u> <ul style="list-style-type: none"> Items to be confirmed 	Fri 24 June	Wed 29 June
Mon 11 July 2016	<u>House of Lords Audit Committee</u> <ul style="list-style-type: none"> Items tbc 	Wed 29 June	Mon 4 July
October 2016 (tbc)	<u>Management Board awayday</u> <ul style="list-style-type: none"> Items to be confirmed 	TBC	TBC
October 2016 (tbc)	<ul style="list-style-type: none"> Risk report: Security Corporate risk register Q1 2016/17 quarterly performance report 	TBC	TBC
Mon 24 October 2016	<u>House of Lords Audit Committee</u> <ul style="list-style-type: none"> Items to be confirmed 	Wed 12 October	Mon 17 October
November 2016 (tbc)	<u>Joint meeting with HoC Executive Committee</u> <ul style="list-style-type: none"> Medium-Term Investment Plan 2017-21 	TBC	TBC



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	<ul style="list-style-type: none">• Other items to be confirmed		