



# HOUSE OF LORDS

## Management Board

5th Meeting  
Wednesday 22 March 2017

### MINUTES

<b>Present:</b>	David Beamish	Chairman
	Simon Burton	Corporate Services
	Rob Greig	Digital Services
	David Leakey	Black Rod
	Andrew Makower	Financial Resources
	Tom Mohan	Human Resources
	Edward Ollard	Parliamentary Services
	Carl Woodall	Support Services
	Penny Young	Information and Research, House of Commons
<b>In attendance:</b>	James Taylor	Deputy Head of Human Resources (for item 1)
	Rachel Williams	Diversity & Inclusion Manager (for item 1)
	Paul Thompson	Head of Internal Audit (for item 2)
	Kate Meanwell	Private Secretary to the Senior Deputy Speaker (for item 4)

#### I **Draft Diversity & Inclusion Plan 2017-19**

**MB/2017/27**

1.1 James Taylor and Rachel Williams attended for this item. Tom Mohan introduced the paper.

1.2 The Board **endorsed the thrust of the draft plan and the culture change it was seeking to achieve. The details of implementation would be finalised subsequently, if possible by correspondence.**

Action	Owner	Status/Deadline
To circulate a revised implementation plan for agreement	Tom Mohan	5 April

**2 Internal Audit Programme 2017/18****MB/2016/28**

2.1 Paul Thompson introduced the paper. He informed the Board of a change to the plan which had been made following consultation with heads of office.

2.2 The Board **agreed the internal audit plan, subject to the views of the Audit Committee on 27 March.**

Action	Owner	Status/Deadline
Head of IA and David Leakey to discuss potential subjects for audit in 2018/19.	David Leakey/Head of IA	Before Audit Committee meeting on 27 March
Head of IA and his HoC counterpart to present a paper on the joint working protocol governing the two IA services for the HoC Board to take note.	Head of IA	April

**3 Draft Corporate Governance Statement 2016/17****MB/2016/29**

3.1 David Beamish introduced the paper.

3.2 The Board **agreed** that any corporate risks which were in the red on 31 March 2017 should be recorded as such in the governance statement. Other drafting points were made and agreed.

3.3 There would be further opportunity to comment on the draft governance statement in June 2017.

**4 Review by the Senior Deputy Speaker****MB/2016/30**

4.1 Kate Meanwell attended for this item. David Beamish introduced the paper.

4.2 *Additional information - restricted access*

**5 Any other business**

5.1 No further business was discussed.

**6 A new website for Parliament – first public release and approach****MB/2016/31**

6.1 The Board **took note** of the beta website going live to the public on 27 March 2017.

**7 Minutes of the meeting on 8 March 2017**

7.1 The minutes had been previously agreed by correspondence.

**Next Meeting:** Wednesday 5 April 2017 at 10.00am

Management Board Secretary  
22 March 2017