



HOUSE OF LORDS

Management Board

10th Meeting

Wednesday 5 July 2017

MINUTES

Present:	Ed Ollard	Chairman
	Simon Burton	Parliamentary Services
	Rob Greig	Digital Services
	David Leakey	Black Rod
	Jonathan Smith	Financial Resources
	Jane May	External member
	Jake Vaughan	Corporate Services
	Carl Woodall	Support Services
	Tom Mohan	Director of Human Resources
Apologies:	Eric Hepburn	Director of Security for Parliament
In attendance:	Brian Finnimore	(for item 1) Managing Director, Strategic Estates
	Steven Mark	(for item 2) Director, Cyber Security Programme

1. Millbank House Development update [RESERVED] MB/2017/58

- 1.1 Brian Finnimore attended for this item. Carl Woodall introduced the paper.
- 1.2 After discussion, the Board agreed to accept the recommendation of the project Board, and to support the 'most likely' option as the preferred way forward. The Chairman asked Carl Woodall to provide further detail on cost, to ensure that a full breakdown of additional costs was available. The Board also asked for the project team to explore options for re-purposing the additional electrical resilience equipment after decommissioning. The Chairman noted that the Board would not expect further changes in budget or schedule.

2. Cyber security [RESERVED] MB/2017/59

- 2.1 The Chairman thanked Rob Greig and his team for their efforts over the last two weeks in dealing with the cyber attack and recovering the position of the network. The team was to be congratulated.
- 2.2 Steven Mark gave a presentation on the cyber security programme which he was due to give to the Commissions of both Houses in early July.
- 2.3 The Board noted that the presentations to the two Commissions should begin by focusing on the recent attack, as this would be utmost in members' minds; giving details of what happened, how the cyber team responded, and what needed to be done differently as a result of the attack.

- 3. Pay remit: April 2017 [RESERVED] MB/2017/60**
- 3.1 Tom Mohan introduced the paper.
- 3.2 The Board agreed to the draft 2017 negotiating mandate for pay bands HLI to HL9, and took note of issues affecting the April 2017 pay settlement for senior staff.
- 3.3 The Chairman noted the importance of communicating to staff in pay bands HLI to HL9 that the remit had been agreed and that negotiations with the unions had begun; and to senior band staff that this issue was actively under consideration.
- 4. Outstanding audit recommendations MB/2017/61**
- 4.1 Ed Ollard introduced the paper.
- 4.2 The Board noted the outstanding audit recommendations, especially in relation to Member's ICT Hardware Asset management. The Chair of the Audit Committee would expect to call the responsible manager to the Audit Committee meeting if the position was not improved by October.
- 5. Risk report: Facilities MB/2017/62**
- 5.1 Carl Woodall introduced the paper. The Board noted the identified risks and scores. The Chairman asked the target risk for Millbank House to be scored as green; and for the wording of risk 3iii to be amended. Subject to these changes, the Board agreed the proposals as set out in the paper.
- 6. Any other business/oral updates**
- Business improvement and change (BIC):
Jake Vaughan alerted members to proposals for the early work programme of the BIC team. Board members would be invited to meet members of the team to discuss the proposals.
 - Board effectiveness:
The Board secretary alerted members to the review of the Board's working practices. Members were requested to complete a questionnaire prior to a meeting with the Board secretary.
- For information
- 7. Annual Environment update 2016-17 MB/2017/63**
- 7.1 The Board **took note**.
- 8. Portfolio dashboard MB/2017/64**
- 8.1 The Board **took note**.
- 9. Minutes of Board sub-committees**
- 9.1 The Board **took note**.

Next Meeting: Wednesday 19 July at 10 am

Management Board Secretary
5 July 2017