



HOUSE OF LORDS

Management Board

6th Meeting

Wednesday 5 April 2017

MINUTES

Present:	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
Apologies:	None	
In attendance:	Eric Hepburn	Director of Security for Parliament (for item 1)
	Jonathan Smith	Deputy Head of Finance (for item 1) and (for item 5)
	Bill Yardley	External Member of the Millbank House Development Project Board (for item 5)

1. Security

1.1 Eric Hepburn provided an update on the reviews which had been announced following the events at Westminster of 22 March.

1.2 *Additional information - restricted access.*

1.3 The Board **took note**.

2. Planning cycle and financial remit

MB/2017/32

2.1 Jonathan Smith attended for this item. Andrew Makower introduced the paper. The timetable for approval of the financial remit had changed – it would now be submitted to the Finance Committee in May and the Commission in June.

2.2 The Board noted that the intention was for the early challenge round scheduled for June to be light touch. In response to comments Andrew Makower agreed to consult his counterpart in the Commons on the timing of the early challenge.

2.3 The Board **agreed** the proposals set out in the paper, subject to agreement by the Finance Committee in May and the Commission in June.

Action	Owner	Deadline/Status
To consult the Commons on the timing of the early challenge round	Andrew Makower	Complete

3. Administration Corporate Business Plan 2017/18

MB/2017/33

3.1 Simon Burton introduced the paper. Colleagues were invited to submit detailed comments by the end of the week. The Board agreed to sign off the revised corporate business plan by correspondence.

Action	Owner	Deadline/Status
To submit detailed comments on the administration corporate business plan	All board members	7 April 2017

4. Corporate risk register as at 27 March 2017

MB/2017/34

4.1 David Beamish introduced the paper.

4.2 *Additional information - restricted access.*

4.3 *Additional information - restricted access.*

4.4 *Additional information - restricted access.*

4.5 The Board **took note**.

5. Millbank House Development Project [RESERVED]

MB/2017/35

5.1 Jonathan Smith and Bill Yardley attended for this item. David Beamish introduced the paper.

5.2 The Board endorsed the recommendations of the report by Bill Yardley and asked to be kept informed of any decisions by the project board not to proceed as set out in section 6 of Bill Yardley's report.

5.3 The Board also asked to impress upon the project team the need to bring forward deliverable proposals, and to provide confidence in the team's ability to deliver them at the project board's next meeting. It would be very difficult for the Management Board to have to review the forthcoming decision at a later stage.

Action	Owner	Deadline/Status
To ensure that the project team uses Bill Yardley's recommendations as its framework for action going forward.	Carl Woodall	24 April

6 Any other business

6.1 There was no other business discussed.

For information

7 House of Lords Portfolio dashboard

MB/2017/36

7.1 The Board took note.

8 Estates Works Update

MB/2017/37

8.1 The Board took note.

9 House of Commons Board agendas

9.1 The Board took note.

Next Meeting: Wednesday 10 May at 10 am

Management Board Secretary
6 April 2017