



MANAGEMENT BOARD

Wednesday 3 October, 10am to 12 noon in Room 1-02, Millbank House

Agenda

1. **Oral updates**
 2. **House Committee agenda 30 October**
Oral update
 3. **Audit Committee agenda 15 October** **MB/2012/95**
RESTRICTED ACCESS: MANAGEMENT
Memorandum by Rob Whiteway
 4. **Risk**
 - a. **Corporate risk register at 26 September** **MB/2012/96**
RESTRICTED ACCESS: MANAGEMENT **96A**
 - b. **Letter from John Borley to Carl Woodall on facilities risk, dated 19 July 2012** **MB/2012/97**
RESTRICTED ACCESS: MANAGEMENT
 5. **QI Performance Report** **MB/2012/98**
RESTRICTED ACCESS: MANAGEMENT **98A**
Memorandum by Rob Whiteway **98B**
 6. **Management Board handbook** **MB/2012/99**
RESTRICTED ACCESS: MANAGEMENT **99A**
Memorandum by David Beamish **99B**
 7. **Catering**
 - a. **CRS update for April – August 2012** **MB/2012/100**
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Memorandum by Jake Vaughan
 - b. **Options to be considered by Refreshment Committee on 4 October**
Oral update by Carl Woodall
 8. **Fire safety update** **MB/2012/101**
RESTRICTED ACCESS: MANAGEMENT **101A**
Memorandum by Carl Woodall]
 9. **Any other business**
- For formal decision:
10. **Draft Minutes of the meeting on 20 July**
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For information:

11. Additional investment in online content development

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Memorandum by Liz Hallam Smith

MB/2012/102

Circulated electronically only (hard copies available on request):

Draft minutes of the Audit Committee meetings on 10 and 11 July

Minutes of the PEB meeting on 23 July

Minutes of House of Commons Management Board on 12 July