



# HOUSE OF LORDS

## Management Board

13th Meeting  
Monday 7 November 2011

### MINUTES

<b>Present:</b>	David Beamish Liz Hallam Smith David Leakey Andrew Makower Edward Ollard Rhodri Walters Carl Woodall	<i>Clerk of the Parliaments (Chairman)</i> <i>Information Services</i> <i>Black Rod's Department</i> <i>Financial Resources</i> <i>Parliamentary Services</i> <i>Corporate Services</i> <i>Facilities</i>
<b>Apologies:</b>	Malcolm McCaig Joan Miller Tom Mohan	<i>Audit Committee Member</i> <i>Director of Parliamentary ICT</i> <i>Human Resources</i>

#### **1 Draft Response of the House of Lords Management Board to the House of Commons savings consultation**

**MB/2011/126, 126A & 126B**

1.1 The Board considered and made amendments to the draft response.  
*[Additional information - Restricted Access]*

1.2 The Board **agreed** that a revised version of the draft Response would be circulated by email for final comments and would be submitted before the 10 November.

#### **2 Risk Report: 1 Millbank**

**MB/2011/110**

2.1 The Board **deferred consideration** of this item to a future meeting.

#### **3 Risk Report: Externalities and Infrastructure**

**MB/2011/111**

3.1 The Board **deferred consideration** of this item to a future meeting.

#### **4 Biannual update: Business Risk and Resilience Group**

**MB/2011/116 & 116A**

4.1 The Board **deferred consideration** of this item to a future meeting.

#### **5 Any Other Business**

5.1 There was no other business.

**Next Meeting:** Wednesday 30 November at 10 am

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Secretary to the Management Board  
8 November 2011

## ACTION PLAN

Date	Minute item	Action	Responsible	Deadline/Status
Apr 11	6	Report on discussion with GWO on sitting hours	DRB	as necessary
July 2009	18	Arrange training on communications for all managers	TVM	October 2010
Nov 2010	5	Report on cloud-based services feasibility study	JM	July 2011
Dec 2010	2	Update corporate risk register: consider inclusion of impact of larger house	RHW	summer 2011
Dec 2010	2	Review whether Heads of Office require support to manage staffing requirements in shared service areas	TVM	December 2011
May 2011	1	Report on refurbishment scoping work	CVW	July 2012
July 2011	6	Report on success of PICTAB governance arrangements (1 year review)	JM	July 2012
July 2011	4	Update on arrangements when ceasing to occupy a building	CVW	Autumn 2011
July 2011	1	Report on review of Information Office	EHS	Autumn 2011