

Executive Committee
Decisions and outstanding actions from previous meetings
(for the meeting on 15 October 2015)

30 April 2015

1. **Action: Tom Goldsmith** would consider the Board's approach to Quarterly Performance packs.

— *Marianne Cwynarski, as incoming Executive Committee Secretary, to consult members about possible improvements to the packs. Action in hand.*

14 May 2015

2. **Action: John Borley and Rob Greig** to consider next steps for the network convergence project and bring a proposal to the July Quarterly Performance Review meeting.

— *John Borley, Rob Greig and Myfanwy Barrett met during August, and agreed that Rob would develop proposals for the integration, where appropriate, of our networks, starting with establishing a robust, resilient and secure core. Meetings have been held between PED's Design Authority (Donald Grant), PSD's Director of Technology (Steve O'Connor) and the Director of Parliamentary Broadcasting (John Angeli) with the aim of establishing suitable management arrangements for the design and upkeep of all the related equipment.*

A note will be sent to the Joint Investment Board later this month. Action in hand.

9 July 2015

4. **Action:** The Board agreed that **Martin Fenlon** would develop a process for recruiting staff from the Commons and PDS onto the Silver rota.

— *Following an 'Expressions of interest' (Eol), three additional Duty Silvers have been appointed. HR have agreed to a small payment in recognition of the disruption outside working hours. Action complete.*

16 July 2015

5. **Action:** The Committee discussed options for a deep dive, and agreed that the risk team should focus on cyber risk and report back at the October QPR meeting.

— *This will be an item on the October QPR meeting agenda. Action in hand.*

6. **Action:** The Committee agreed the proposed changes to risks 1 and 3, and agreed that it was content with the current risk scores. **Penny Young** would work with the risk team on a revised wording for risk 3 and means of mitigating the risk.

— *Penny Young and the Risk team are bringing revised wording and actions for discussion and agreement to the October QPR meeting. Action in hand.*

Governance Office
8 October 2015