

Management Board

Actions from previous meetings *Office of the Chief Executive*

July 2010

1. Directors General to confirm participation in HR PPP programme board and Director General, Resources to appoint Project Manager, by the end of August 2010 (item 6.5) – *action in progress*.
2. HR PPP programme board to bring a paper to the October Management Board meeting setting out progress on the programme (item 6.6) – *paper to October board*.

September 2010

3. The Office of the Chief Executive to consult Board members and the Resource Management Group on the form of the balanced scorecard and the content of the draft strategic plan, prior to consultation with staff in November (item 4.4) – *paper to November board*.
4. The savings team to arrange a meeting of the Resource Management Group to examine the savings proposals and the OCE communications team to consult Board members on the terms of a message to staff (item 5.5) – *action in progress*.
5. Department of Resources to explore setting up a small joint steering group with TUS to oversee consultation on savings, HRPPP and related matters (item 6.7) – *action in progress*.
6. OCE Communications team to bring proposals on improving the cascade of information to staff to the November Board (item 7.4) – *paper to November board*.
7. Board Members to confirm by correspondence their agreement to the membership of the Parliamentary Accommodation Programme Board, as proposed by the paper (item 9.3) – *action in progress*.
8. Department of Resources to circulate the draft paper to the Commission on FOI to the Board early in October for agreement by correspondence, and OCE to revise the guidance on Management Board papers (item 10.4) – *action in progress*.

**Office of the Chief Executive
October 2010**