

**Agenda for the Management Board meeting to be held on
Thursday 15 March 2012 at 3.30 pm
in the Clerk of the House's office**

- 1. Matters arising from previous meetings** [3.30 pm]
MB2012.P.18 – Actions from previous meetings

- 2. Performance and risk** [3.35 pm]
MB2012.P.19 – Performance and Risk Report
MB2012.P.20 – 2011/12 Budget Forecast Outturn Report

- 3. Oral updates from Directors General** [3.55 pm]

- 4. Corporate Business Plan** [4.15 pm]
MB2012.P.21 – Draft Corporate Business Plan

Jane Hough will attend for this item

- 5. Savings Programme** [4.40 pm]
MB2012.P.22 – Savings Programme definition document

Elizabeth Honer and Emma Wharton will attend for this item

- 6. Staff pay** [5.10pm]
MB2012.P.23

- 7. Staff Pension Scheme** [5.30 pm]
MB2012.P.24 - Option to transfer the House of Commons
Staff Pension Scheme into the Civil Service Pension Scheme

- 8. Form of annual report and accounts** [5.45 pm]
MB2012.P.25 – House of Commons Financial Reporting Manual

- 9. Data security governance** [5.55 pm]
MB2012.P.26 – Information and data security

- 10. Any other business** [6.00pm]

Matthew Hamlyn

Secretary
8 March 2012

Take Note paper:

MB2012.P.27 Finance and procurement rules
MB2012.P.29 Draft Departmental Business Plans

Item for agreement by correspondence

MB2012.P.28 Safety Assurance