

**HOUSE OF COMMONS COMMISSION /
MEMBERS ESTIMATE COMMITTEE (MEC)**

**Monday 12 October 2020 at 10.00 am
Meeting held in the Clerk of the House's Office
and via Microsoft Teams**

Present:

- The Speaker, in the Chair
- Jacob Rees-Mogg
- Valerie Vaz
- Sir Charles Walker
- Dame Rosie Winterton
- Pete Wishart
- Dr John Benger (Clerk of the House)
- Ian Ailles (Director General)
- Jane McCall (External member)
- Dr Rima Makarem (External member)

DECISIONS

COMMISSION

1. Reports and updates

- A. TUS and Members' staff update
- B. Written updates from the Domestic Committees
- C. Director General's update

The Commission noted the updates.

2. Covid: (a) update and (b) overseas Travel policy

The Commission:

- **Agreed that Members' staff would be further encouraged to work from home where possible, and that to support this, Members would be asked to register with the Serjeant at Arms which two staff, if they required them, would be working in Parliament; and**
- **Confirmed the policy of not authorising any House-funded overseas travel by Members and staff during the pandemic. The policy will next be reviewed at its January meeting.**

3. Service restriction and adaptation: management guidance

The Commission held an initial discussion on the guidance and agreed to hold a further discussion at its November meeting.

COMMISSION/MEC

4. Papers to note

The Commission took note of the following papers:

- **Letter from TUS re Covid**
- **Outbreak Management Plan**
- **Letter from the Chair of the Administration Committee**
- **Cultural transformation update**
- **Draft Forward Programme**
- **Deliberations from Monday 14 September**

5. Any other business

There was no other business.

6. Date of next meeting

The next meeting of the Commission/MEC will take place on Monday 9 November at 10.00 am in the Clerk of the House's Office and via Microsoft Teams.