



SERVICES COMMITTEE

Decisions

Thursday 27 October at 1pm in Committee Room G and on Microsoft Teams

Present:

Lord Touhig (Chair)
Lord Clark of Windermere
Lord Clement-Jones
Lord Haselhurst
Lord Howard of Rising
Lord Judge
Lord Stoneham of Droxford
Baroness Wheeler
Baroness Williams of Trafford

Apologies

Apologies were received from Baroness Deech.

Minutes of the previous meeting, and matters arising

The Committee agreed the minutes of the 4th meeting.

Notices From the Chair S/22-23/24 [RESTRICTED]

The Committee received updates on the Members Handbook, works that took place on the Estate over the summer and conference recesses, impending R&R surveys, and a report from the Digital User Group.

Restoration and Renewal Update S/22-23/25 [RESTRICTED]

The Committee received an update from the Sponsor Body and Delivery Authority CEOs. The Committee took note of the progress on implementing the new governance arrangements and ongoing survey work.

2022 Members Survey – Actions S/22-23/26 [UNRESTRICTED]

The Committee was updated on the main findings and proposed actions from the 2022 Members Survey.

Annual review from the Catering and Retail Service S/22-23/27 [RESTRICTED]

The Committee received a review of the activity in the Catering and Retail Service in the last financial year along with an update on key developments to the service.

Annual Fire Safety Awareness Training S/22-23/28 [RESTRICTED]

The Committee took note of the annual fire safety awareness training completion levels and was updated on progress to automate reporting on completion.

Administration Fund S/22-23/30 [RESTRICTED]

The Committee took note of the existence of the Administration Fund and agreed that the Chair should write to the bank to set out the history and status of the fund. The Chair was empowered to work with officials to facilitate the administration of the fund as necessary.

Forward Work Programme S/22-23/29 [UNRESTRICTED]

The Forward Work Programme was circulated for the Committee's information.

AOB

The next meeting will be on Thursday 24th November at 1pm.

Jen Mills
Clerk

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