

Members present:

Mr Bob Ainsworth
Janet Anderson
Derek Conway
Frank Dobson
Mr Frank Doran
Mr Eric Forth
Mr Neil Gerrard
Mr Mark Harper
Helen Jones
Mr Kevan Jones
David Lepper
Mr Patrick McLoughlin
John Thurso
Pete Wishart

1. DECLARATION OF INTERESTS

Members disclosed their interests, pursuant to the Resolution of the House of 13 July 1992. For details of declarations, see Appendix.

2. ELECTION OF CHAIRMAN

Mr Frank Doran was called to the Chair.

Ordered, That the Chairman report his election to the House.

3. MAIL SERVICES

The Committee considered this matter.

Resolved, That Members' views on the service they require should be consistently sought in deciding the criteria on which contracts such as the mail services contract are let.-(*Frank Dobson*)

4. ADMINISTRATIVE MATTERS

The Committee noted the provisions on confidentiality of papers and reports of select committees.

The Committee considered administrative matters.

Ordered, That the public be admitted during the examination of witnesses unless the Committee otherwise orders.

Ordered, That persons and organisations submitting evidence to the Committee have leave to publish it unless the Committee otherwise orders.

Resolved, That the Committee meet on Tuesdays at 2.30 pm.

5. CONSIDERATION OF COURSE OF PROCEEDING

The Committee considered this matter.

Resolved, That the Committee consider a draft response at its next meeting to the protocol from the House of Commons Commission.

Resolved, That the Committee consider a draft work programme at its next meeting, incorporating the following work strands: services for new Members, catering, accommodation, and IT provision.

6. APPOINTMENTS

Resolved, That the Committee nominate Mr Neil Gerrard and Mr Mark Harper as members of the Board of POST (the Board of the Parliamentary Office of Science and Technology).

7. PAPERS TO TAKE NOTE

The Committee took note of papers on Parliament Square, Summer works programme, Waste recycling and energy conservation, and Hansard Society projects.

8. ANY OTHER BUSINESS

Ordered, That the Clerk of the Committee write to the Serjeant at Arms on the subject of post office counters.-(*Mr Mark Harper.*)

[Adjourned till Tuesday 11 October at half-past Two o'clock.]