



HOUSE OF LORDS COMMISSION

Minutes

Wednesday 26 April 2023, 10.00-11.30am

Attendance

- Lord Speaker (Chair)
- Lord Gardiner of Kimble (Deputy Chair)
- Mathew Duncan (external member)
- Lord German
- Lord Hill of Oareford
- Baroness McIntosh of Hudnall
- Lord Newby
- Nora Senior (external member) (virtually)
- Baroness Smith of Basildon
- Lord True
- Lord Vaux of Harrowden

Other members present

- Lord Laming (attending under standing order 64)

Apologies were received from Lord Judge.

Simon Burton, Clerk of the Parliaments; Andy Helliwell, Chief Operating Officer; Chloe Mawson, Clerk Assistant; Dan Cook, Programme Director, Transforming Digital; Mark Harbord, Director of Cyber Security; Jonathan Smith, Head of Finance; Sarah Petit, Cultural Transformation Director (Commons); Thea Walton, ICGS Director; Bev Weston, Director of Capital Investment, Strategic Estates; and Chris Elliot, Managing Director, Strategic Estates, were also in attendance.

Since the Commission's previous meeting on 15 March, on 20 March the Commission had by correspondence agreed to ban the use of TikTok on Parliamentary devices; and on 17 April the Commission had by correspondence approved the revised Restoration & Renewal Phase I Expenditure Limit, under the terms of the Parliamentary Buildings (Restoration and Renewal) Act 2019, and endorsed the Parliamentary Works Delivery Grant Main Estimate for 2023–24 for submission to the Parliamentary Works Estimates Commission.

For Decision

I. Minutes of Previous Meeting

The Commission agreed the record of discussions of the meeting of the House of Lords Commission on 15 March 2023, with no amendments or redactions.

It was noted, however, that the decision to update the Broadcasting Licence had not yet been communicated to Members.

Oral Update

2. Cyber Security Update

Dan Cook, Programme Director, Transforming Digital and Mark Harbord, Director of Cyber Security, updated the Commission.

For Decision

3. Members' Finance Scheme – Additional Financial Support

Simon Burton, Clerk of the Parliaments
C/22-23/26; HIGHLY RESTRICTED

Simon Burton introduced the paper.

In discussion the following points were raised or noted:

- That Members' staff needed consistency in the terms of their pay and employment, and that it was important for their contracts to be honoured
- That the policy should maintain a link between Members' attendance and parliamentary activity and their claims under the scheme
- That it was an important principle that additional financial support should facilitate those with a disability to contribute to the work House
- That the system should not be overly complex for Members who use it
- That the option agreed was a practicable compromise between the other two options, which were to revert to the position before the COVID-19 pandemic, with the eligibility to claim the contribution towards the costs of an assistant dependent on a Member having a qualifying attendance recorded; and keeping the system which had pertained since June 2020, with the eligibility to claim linked to the days on which the House sits

The Commission agreed that those Members who are eligible for additional financial support can claim for contributions towards the costs of an assistant for days on which the Member has a qualifying attendance. Such Members can also claim up to an additional three days per month for when Members do not have a qualifying attendance, up to the maximum number of days in that month on which the House sits.

This approach will apply from 1 September 2023.

4. Next review of the Independent Complaints and Grievance Scheme: proposal

Sarah Petit, Cultural Transformation Director (Commons)
C/22-23/27; HIGHLY RESTRICTED

Sarah Petit introduced the paper.

In discussion the following points were raised or noted:

- A question was asked about number of complaints made and upheld across both Houses under the scheme
- There was a discussion about the desired experience of candidates for the position of external reviewer of the scheme
- There was a question on the terms of the review – about whether it would consider what the review was aiming to achieve and its ways of working
- That it was important to coordinate closely with the Commons Commission, and for Lords Commission members to be kept updated on the progress of the review

The Commission:

- Agreed that the next review of the ICGS should commence in October 2023, with a report produced in early spring 2024.
- Agreed the outline terms of reference.
- Agreed that an external reviewer be appointed to carry out the review, supported by a small internal panel.
- Agreed transitional assurance arrangements for the ICGS, pending the recommendations of the review.

5. Masterplan Report Adoption (Development Framework)

Bev Weston, Director of Capital Investment, and Chris Elliot, Managing Director, Strategic Estates
C/22-23/28; [HIGHLY RESTRICTED]

Bev Weston introduced the paper.

In discussion the following points were raised or noted:

- That the information contained in the report should be kept updated, and that the diagrams could be simplified
- In response, it was explained that various means of communicating the plan were being considered or were underway, including pamphlets and engagement stalls

The Commission endorsed the use of the Masterplan Report as part of the Business Case process in capital investment decisions.

6. Protocol on police requests for access to precincts of the House of Lords

Chloe Mawson, Clerk Assistant
C/22-23/29; [HIGHLY RESTRICTED]

Chloe Mawson introduced the paper.

The Commission agreed the updated text of the protocol to reflect the involvement of the Director of Security for Parliament, a post that did not exist when the protocol was previously agreed in 2009, and changes to technology since then.

Oral Update

- **Update from the Clerk of the Parliaments**

Clerk of the Parliaments' update paper [RESTRICTED]

Simon Burton, Clerk of the Parliaments, updated the Commission.

Simon Burton noted that the Lords Library had been awarded Customer Service Excellence accreditation.

Any Other Business and Next Meeting

- The Commission thanked Lord Laming for his attendance in place of Lord Judge at recent Commission meetings.
- The Commission recorded its thanks for Mathew Duncan's contribution during his six-year term as a member, and for his work as Chair of the Audit and Risk Assurance Committee.
- The next meeting was scheduled for 7 June 2023.

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