



HOUSE OF LORDS SERVICES COMMITTEE

Agenda

The Committee will meet in hybrid on Thursday 23 November at 12.15pm in Committee Room 2A and on Microsoft Teams

1. **Apologies**
2. **Agreeing the minutes of the previous meeting and matters arising**
3. **Notices from the Chair**
S/23-24/1 UNRESTRICTED

4. **For Discussion: Restoration and Renewal: R&R update and temporary accommodation priorities**

S/23-24/2 RESTRICTED: MANAGEMENT

Purpose of paper:

The purpose of this paper is to provide an update to the Committee on recent progress in relation to the Restoration and Renewal (R&R) Programme and to support a high-level discussion with the Committee regarding requirements for House of Lords decant.

Action(s) for the Committee:

The Committee is invited to provide feedback on the questions set out in paragraph 14 regarding requirements for House of Lords temporary accommodation during the main R&R works.

5. **For Discussion: Engaging with Members on changes to the Administrations' information retention policy**

S/23-24/3 RESTRICTED: MANAGEMENT

Purpose of paper:

This paper provides an overview of a proposal to engage Members with planned changes/additions to the House Administrations' policy on the retention of information, where this information includes Member's personal data.

Action for the Committee:

The Committee is invited to endorse the proposal to engage with Members on proposed changes to the retention policy where information includes Member's personal data and provide feedback on the proposed engagement approach.

6. **For Information: Visitor Experience 2024-25 ticket pricing**

S/23-24/4 RESTRICTED: COMMERCIAL

Purpose of paper:

This paper sets out the proposed pricing structure for Commercial tours in 2024-25.

Action for the Committee:

The Committee is asked to endorse the proposed pricing structure for 2024/25.

7. For Information: PeerHub: future developments

S/23-24/5 UNRESTRICTED

Purpose of paper:

This note invites Members to consider how PeerHub could be used going forward. It asks for views and makes a proposal for a first piece of work to look at developing PeerHub as a communications tool.

Action(s) for the Committee:

The Committee is asked to take note of the use of PeerHub, and potential future developments. The Committee is also asked to give a steer on the potential future uses set out in this paper.

8. For Information: Annual Fire Safety Awareness Training and Fire Drill update – November 2023

S/23-24/6 RESTRICTED: MANAGEMENT

Purpose of paper:

This paper provides the Committee with an update on the number of members of the House of Lords who have completed the 'Annual Fire Safety Awareness' training course in the last year.

Action for the Committee:

The Committee is asked to note the current fire safety completion levels.

9. Catering discussion with Stephen Penn, Head of Catering and Retail Services

Purpose of item:

*An informal discussion for Members to air their views on the Catering Service and a chance for the Head of Catering and Retail Services to share their insights. **There is no paper for this item.***

10. Any Other Business

Members are free to discuss the contents of restricted papers with their colleagues, unless the paper is marked highly restricted or Parliament secret. Papers marked unrestricted are proactively published.

Emma Burke
Clerk

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