

ADMINISTRATION COMMITTEE

Note of Discussion of the meeting held on 19 February 2024 at 4.30pm in Committee Room 6 [ND 11]

Members present:

Sir Charles Walker (in the Chair)

John Cryer
Sir Michael Fabricant
Sir Greg Knight

Mrs Pauline Latham
Dame Maria Miller
Giles Watling

Apologies: Marion Fellows, Colleen Fletcher, Navendu Mishra, Mark Tami

1) Informal Notes

The Committee **agreed** the Informal Notes of its meetings on 22 January and 5 February.

2) Update from the Secretary to the Commission

Gosia McBride, Secretary to the Commission, updated the Committee on the Commission's upcoming agenda.

Decision

The Committee **noted** the update.

3) Introduction to the new Director of Parliamentary Safety

Katherine Pickard, Director of Parliamentary Safety, briefed the Committee.

Ms Pickard introduced herself to the Committee and outlined her plans for the role.

Decision

The Committee **welcomed** Ms Pickard to the House Administration and **noted** the update.

4) Update on the drafting of the Corporate Business Plan

Emily Baldock, Director of Strategic Planning, briefed the Committee. Deepa Somarchand, Business Planning and Performance Manager, was in attendance.

Ms Baldock explained that the Corporate Business Plan for 2024-25 was an annual plan setting out actions for the Administration to carry out its strategy.

Decision

The Committee **noted** the draft plan.

5) Update from the President of the House of Commons Trade Union Side

Ken Gall, President of the House of Commons Trade Union Side, briefed the Committee.

Decision

The Committee **noted** the update.

6) Any other business

Committee action tracker

The Committee **noted** the action tracker.

Broadcasting rules and facilities

The Committee **noted** correspondence from broadcasters on Committee's work reviewing broadcasting rules and facilities.

The Committee will next meet on Monday 26 February at 4.30pm.