

ADMINISTRATION COMMITTEE

Note of Discussion of the meeting held on 11 March 2024 at 4.30pm in Committee Room 6 [ND14]

Members present:

Sir Charles Walker (in the Chair)

Sir Michael Fabricant
Marion Fellows
Colleen Fletcher

Navendu Mishra
Giles Watling

Apologies: Sir Greg Knight, Pauline Latham, Dame Maria Miller, Mark Tami, Giles Watling

1. Informal Notes

The Committee **agreed** the Informal Notes of its meetings on 28 February and 4 March.

2. Consideration of draft letter to Commission following up on broadcasting findings

The Committee considered the draft letter, which followed up on its work on broadcasting rules and facilities.

Decision

The Committee **agreed** the letter with amendments.

3. Oral update from the Director of Security

Alison Giles, Director of Security, briefed the Committee.

Decision

The Committee **noted** the update.

4. School travel subsidy and constituency boundary changes

Frances Jeens, Head of Education and Engagement, and Sarah Davies, Clerk Assistant and Managing Director of Chamber and Participation team, briefed the Committee.

Decision

The Committee **agreed** to recommend option B to the Commission for managing travel subsidy bandings in the short term prior to a full review of the scheme.

5. Update from IPSA on General Election planning and impact of boundary changes

Lee Bridges, Director of Policy and Engagement at IPSA, and Richard Lloyd OBE, Chair of IPSA, briefed the Committee.

Decision

The Committee **noted** the update.

6. Any other business

Committee action tracker

The Committee **noted** the action tracker.

Safety on the Estate

The Committee **noted** the letter from the Clerk of the House to the Chair regarding safety on the estate.

The Committee will next meet on Monday 18 March at 4.30pm.