

**HOUSE OF LORDS FINANCE COMMITTEE****Agenda**

The Committee will meet on Wednesday 4 December 2024 at 3.45pm in Committee Room 3A

**1. Apologies****2. Agreeing the minutes of the previous meeting and matters arising****3. Action Log F/24-25/16****4. For Discussion: Q2 Combined Performance Pack**

Claire Arlington, Head of Finance Business Partnering

Aisha Bi, Head of Governance

Emma Gendall, Head of Employee Reward and Experience

F/24-25/17 RESTRICTED: MANAGEMENT

**Purpose of paper:**

The Q2 Combined Performance Pack is provided for discussion by the Committee.

**Action(s) for the Committee:**

The Finance Committee is invited to discuss and take note of the Q2 Combined Performance Pack.

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**5. For Decision: Forecast Outturn and Supplementary Estimate**

Fehintola Akinlose, Finance Director

Claire Arlington, Head of Finance Business Partnering

Jonathan Smith, Head of Finance

F/24-25/18 RESTRICTED: MANAGEMENT

**Purpose of paper:**

The paper updates the Finance Committee with the current forecast outturn and the impact it will have on the Supplementary Estimate for 2024-25.

**Action for the Committee:**

The Committee is asked to;

- i) Note the current forecast outturn;
- ii) Note the current position for the Supplementary Estimate;
- iii) Recommend to the Commission that a Supplementary Estimate be submitted based on the current forecast outturn;

- iv) Note that further movements in capital and non-cash costs can impact the Supplementary Estimate;
  - v) Agree that the Clerk of the Parliaments, advised by the Finance Director, can amend the Supplementary Estimate in these areas to ensure there is sufficient budgetary cover in the Estimate while maintaining a prudent approach.
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**6. For Decision: Medium Term Financial Plan**

Fehintola Akinlose, Finance Director  
Claire Arlington, Head of Finance Business Partnering  
Jonathan Smith, Head of Finance

F/24-25/19 HIGHLY RESTRICTED: MANAGEMENT

**Purpose of paper:**

This paper provides the Finance Committee with the second review of the Medium Term Financial Plan which covers financial years 2025-26 to 2027-28.

**Action(s) for the Committee:**

The Committee is asked to;

- i) note the overall MTFP figures, the 2025-26 Pay breakdown, and what has contributed to the figures;
- ii) agree the proposals on Grants;
- iii) agree that the financial plan is submitted to the House of Lords Commission for consideration and approval.

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**7. For Information: Corporate Business Plan for 2025/26**

Andy Helliwell, Chief Operating Officer  
Tash Large, Business Planning and Strategy Manager

F/24-25/20 RESTRICTED: MANAGEMENT

**Purpose of paper:**

This paper presents the Administration's 2025-26 Corporate Business Plan for information alongside and to support the Committee's discussion of the Medium-Term Financial Plan, with which it has been developed in parallel.

**Action(s) for the Committee:**

The Committee is invited to take note of the 2025-26 Corporate Business Plan.

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**8. For Discussion: Parliamentary Digital Service (PDS) Update**

Andy Smith, Managing Director of PDS and Chief Information Officer for Parliament

F/24-25/21 RESTRICTED: MANAGEMENT

**Purpose of paper:**

The paper provides an overview of PDS expenditure from the start of the 2024-25 financial year to the end of quarter 2.

**Action for the Committee:**

The Committee is invited to take note of the update.

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**9. Any Other Business**

Forward Work Programme F/24-25/22 UNRESTRICTED

*Members contacting any of the paper authors listed above to discuss their papers should also copy in the Finance Committee inbox: [HLFinanceCommittee@parliament.uk](mailto:HLFinanceCommittee@parliament.uk)*

*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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