



HOUSE OF LORDS COMMISSION

Agenda

Wednesday 18 December 2024, 10.00am–11.45am
in Committee Room 4A and via Teams

For Decision

- 1. Minutes of Previous Meeting on 30 October 2024**
- 2. Annual Work Plan and Purpose for the Steering Group for Change**
C/24–25/10; [RESTRICTED]
Baroness Donaghy, Chair of the Steering Group for Change, Sarah Brader, Director of Culture Change – Head of Business Improvement and Change, and Susy Rees, Steering Group for Change Lead, will present the paper.

The paper outlines the revised objectives, Terms of Reference and work plan for the Steering Group for Change.
- 3. Parliamentary Commercial Directorate (PCD): joint department proposal**
C/24–25/11; [HIGHLY RESTRICTED]
Simon Burton, Clerk of the Parliaments, will present the paper.

The paper takes forward the work discussed at the last Commission meeting about the proposal to establish PCD as a statutory joint department.
- 4. Organisational effectiveness**
C/24–25/12; [RESTRICTED]
Simon Burton, Clerk of the Parliaments, will present the paper.

The paper summarises steps taken in response to the External Management Review and work that continues to be undertaken to improve organisational effectiveness.
- 5. Archives Relocation Programme Update**
C/24–25/13; [HIGHLY RESTRICTED]
Patrick M Vollmer, Senior Responsible Owner for the Archives Relocation Programme, will present the paper.

The paper provides an update on the Archives Relocation Programme.

6. A New House of Lords External Communications Strategy

C/24–25/14; [RESTRICTED]

Michael Winders, Director of Communications, will present the paper.

The paper explains the context and rationale for updating the external House of Lords Communications and Engagement Strategy and summarises the key elements of the accompanying strategy document.

7. 2024–25 Forecast Outturn and Supplementary Estimate

C/24–25/15; [RESTRICTED]

Fehintola Akinlose, Finance and Commercial Director, will present the paper.

Members of the Management Board will also be in attendance for this paper.

The paper provides the Quarter 2 forecast outturn position and the impact on the Supplementary Estimate 2024–25.

Medium Term Financial Plan (MTFP)

C/24–25/16; [HIGHLY RESTRICTED]

Fehintola Akinlose, Finance and Commercial Director, will present the paper.

Members of the Management Board will also be in attendance for this paper.

The paper presents the Medium Term Financial Plan (MTFP) covering the period 2025–26 to 2027–28.

8. House of Lords Corporate Business Plan 2025/26

C/24–25/17; [RESTRICTED]

Andy Helliwell, Chief Operating Officer, will present the paper. Members of the Management Board will also be in attendance for this paper.

The paper presents the 2025/26 Corporate Business Plan for the Commission's approval.

9. Members Finance Scheme – Parking and Taxis

C/24–25/18; [HIGHLY RESTRICTED]

Jonathan Smith, Head of Finance, will present the paper.

The paper asks the Commission to agree that the maximum contribution Members may claim in relation to parking and taxi costs in order to attend the House is increased from £20 to £25 for each day of attendance.

10. Access to the Parliamentary Estate for the Earl Marshal and Lord Great Chamberlain

C/24–25/19; [UNRESTRICTED]

Alasdair Love, Secretary to the Commission, will present the paper.

The memorandum proposes that access rights to the Parliamentary estate should be granted for the Earl Marshal and Lord Great Chamberlain to exercise their ceremonial function should the House of Lords (Hereditary Peers) Bill receive Royal Assent.

Any Other Business and Next Meeting

- A joint meeting between the Commission and the Management Board will take place at 10.30am on Wednesday 15 January 2024 in Committee Room 4A.
- The next Commission meeting will take place at 10.00am on Wednesday 5 February 2025.

For Information

- Finance Committee Update
C/24–25/20; [RESTRICTED]
- Services Committee Update
C/24–25/21; [UNRESTRICTED]
- Update from the Clerk of the Parliaments [UNRESTRICTED]
- Commission Governance Framework and annexes [RESTRICTED]
- Commission Operating Manual [RESTRICTED]
- Schedule of Future Meetings

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Members are reminded that they should declare any relevant interests.

PAPER MARKINGS

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Restricted: available to Commission members and can be shared with other Members of the House

Unrestricted: available to all