



HOUSE OF LORDS COMMISSION

DECISIONS

Wednesday 18 December 2024, 10:00am–11:45am
in Committee Room 4A and via Teams

Attendance

- Lord Speaker (Chair)
- Lord Gardiner of Kimble (Deputy Chair)
- Earl of Kinnoull
- Baroness McIntosh of Hudnall
- Lord McLoughlin
- Charlotte Moar (external member)
- Lord Morse
- Lord Newby
- Baroness Scott of Needham Market
- Nora Senior (external member)
- Baroness Smith of Basildon

Other Members present:

- Earl Howe (attending under standing order 64)

Also in attendance:

- Baroness Donaghy, Chair of the Steering Group for Change

Members of the Management Board

- Simon Burton, Clerk of the Parliaments
- Chloe Mawson, Clerk Assistant
- Andy Helliwell, Chief Operating Officer
- Fehintola Akinlose, Finance and Commercial Director
- Alison Giles, Director of Security for Parliament
- Alix Langley, Director of Human Resources
- Andy Smith, Chief Information officer and Managing Director of Parliamentary Digital Service
- Eric Gregory (external member)

Sarah Brader, Director of Culture Change – Head of Business Improvement and Change; Susy Rees, Steering Group for Change Lead; Patrick M Vollmer, Senior Responsible Owner for the Archives Relocation Programme; Michael Winders, Director of Communications; Claire Arlington, Head of Finance Business Partnering; Jonathan Smith, Head of Finance.

Apologies were received from Lord True. The Commission agreed that Earl Howe would attend the meeting in place of Lord True.

For Decision

1. Minutes of Previous Meeting

The Commission agreed the record of the discussion of the meeting of the House of Lords Commission on 30 October 2024.

2. Annual Work Plan and Purpose for the Steering Group for Change C/24–25/10; [RESTRICTED]

The Commission:

- approved the Steering Group for Change’s refreshed objectives as set out in the revised Terms of Reference;
- approved the Steering Group for Change’s priority areas and work plan for 2024–25; and
- noted that the Steering Group for Change has one more year to run, to July 2025, as per the decision made by the Commission in July 2022 to extend the life of the Steering Group by three years.

3. Parliamentary Commercial Directorate (PCD): joint department proposal C/24–25/11; [HIGHLY RESTRICTED]

The Commission:

- agreed to the proposal to establish the Parliamentary Commercial Directorate as a joint department; and
- endorsed the work already underway to improve bicameral working and invite the House of Commons to continue to work with Lords colleagues to reduce the burden, highlighted by the Morse Report, of “double governance” and increase the joint oversight each House has of bicameral services.

4. Organisational effectiveness C/24–25/12; [RESTRICTED]

The Commission:

- noted and endorsed the work completed and underway to improve the Administration’s organisational effectiveness; and

- agreed that further work should be carried out to provide assurance that the learnings from the External Management Review continue to contribute to the Administration's organisational effectiveness, in the form set out in paragraph 14(b).

5. Archives Relocation Programme Update
C/24–25/13; [HIGHLY RESTRICTED]

The Commission:

- endorsed the change in scope of the Archives Relocation Programme; and
- agreed to continue to apply the default closure periods set out in paras 33–43.

6. A New House of Lords External Communications Strategy
C/24–25/14; [RESTRICTED]

The Commission:

- approved the new external Communications and Engagement Strategy as set out in document Annex A.

7. 2024–25 Forecast Outturn and Supplementary Estimate
C/24–25/15; [RESTRICTED]

The Commission:

- noted the forecast outturn for 2024–25;
- agreed the Supplementary Estimate, as recommended by the Finance Committee; and
- agreed that the Clerk of the Parliaments, advised by the Finance and Commercial Director, can amend the Supplementary Estimate before final submission to Treasury in mid-January in the areas in para 17 to ensure there is sufficient budgetary cover in the Estimate while maintaining a prudent approach.

Medium Term Financial Plan (MTFP)
C/24–25/16; [HIGHLY RESTRICTED]

The Commission:

- noted the overall Medium Term Financial Plan (MTFP);
- noted the details of movements from the previous baseline; and

- approved the MTFP for 2025–26 to 2027–28, as recommended by the Finance Committee.

8. House of Lords Corporate Business Plan 2025/26
C/24–25/17; [RESTRICTED]

The Commission:

- approved the 2025/26 Corporate Business Plan, subject to finalising the foreword and any non-substantive drafting changes.

9. Members Finance Scheme – Parking and Taxis
C/24–25/18; [HIGHLY RESTRICTED]

The Commission:

- agreed, for the qualifying attendances from 1 January 2025, the amount Members may recover as a maximum contribution in relation to claiming for necessary parking or cost of taxis increases to up to £25 for each day of attendance; and
- agreed, that the amount is reviewed every two years.

10. Access to the Parliamentary Estate for the Earl Marshal and Lord Great Chamberlain
C/24–25/19; [UNRESTRICTED]

The Commission:

- agreed in principle that access rights to the Parliamentary estate should be granted for the Earl Marshal and Lord Great Chamberlain.

Any Other Business

Survey works in the river as part of Restoration and Renewal early works

As agreed already by the Restoration and Renewal Client Board on 9 December 2024, the Commission:

- formally agreed that survey works in the river, required to support other Parliamentary Estate projects and which are not currently included in the Delivery Authority's river jetty scope, are designated as 'Parliamentary building works'.

**C/24–25
2nd Meeting
PUBLIC**

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