

ADMINISTRATION COMMITTEE

Note of discussion for the meeting held on 19 October 2020 at 4.30pm

[Meeting held over Microsoft Teams as a videoconference]

Members present:

Sir Charles Walker (in the Chair)

Michael Fabricant	Mrs Maria Miller
Marion Fellows	Jessica Morden
Colleen Fletcher	Mark Tami
Sir Greg Knight	Giles Watling
Mrs Pauline Latham	

1. Informal Note

The Committee **agreed** the amended informal note of the meeting on 12 October 2020.

2. Paid-for tours

Dr Edge Watchorn, Director of Participation, and Amy Baxter, Head of Communications and Audiences, briefed the Committee.

Dr Watchorn presented possible options for the future approach to paid-for tours of the Palace.

The Chair recognised the importance of promoting the work of Parliament around the world through education and tours. Dr Watchorn said that as a starting point testing of the market was key. For many visitor attractions there had been a reduction in the numbers of international visitors, while domestic visitors had increased and represented an emerging market.

Decision

The Committee **supported** Parliament being open to visitors when either House was not sitting.

3. Session with the Clerk of the House and the Director General of the House of Commons

Dr John Benger, Clerk of the House, Ian Ailles, Director General, House of Commons, and Marianne Cwynarski, Chair of the COVID-19 Response Group, briefed the Committee.

Decision

The Committee **noted** the update.

The Committee will next meet on 2 November at 4.30pm.