



HOUSE OF LORDS SERVICES COMMITTEE

Agenda

The Committee will meet in hybrid on Tuesday 14 July at 3.30pm in Committee Room 1 and on Microsoft Teams

1. **Apologies**
2. **Agreeing the minutes of the previous meeting and matters arising**
3. **Notices from the Chair**
S/24-25/7 RESTRICTED

3.35-3.55pm

4. **For Decision: Review of Filming and Photography Rules on the Lords estate**
Michael Winders, Director of Communications
Ed Davis, Black Rod
S/26-27/8 RESTRICTED: MANAGMENT

Purpose of paper: This paper sets out the background and the recommended outcomes of a review of filming and photography rules.

Actions for the Committee: The Committee is invited to:

- Approve the publication of updated filming and photography guidance
- Approve a six-month trial prioritising a Residence Room for media interviews and recordings, and
- Provide views on future behind-the-scenes filming access for the Digital Communications team.

3.55-4.10pm

5. **For Information: Lords Chamber Roof – Project update**
Mathew Chandler, Executive Sponsor for the Project
Carolina Filippini, SRO of the Project
S/26-27/9 HIGHLY RESTRICTED: SECURITY

Purpose of paper: This paper is written to update the Committee on progress made in respect of the Repairs to the Lords Chamber Roof (RHOLCR) project, to update on governance feedback and the actions being taken to address the issues raised

Action for the Committee: The Committee is invited to note:

- The feedback received from the Lords Commission and the joint administration level Investment Committee
- The actions taken to mitigate and control costs
- The interventions taken to mitigate the impact of the peregrine falcons on this project
- The proposed timetable for completion.

4.10-4.25pm

6. For Guidance: Parliamentary Digital Services Update

Andy Smith, CIO and Managing Director, PDS

S/26-27/10 UNRESTRICTED

Purpose of paper: To provide an update to, and seek guidance from, the Committee on a range of upcoming changes to digital services for members, including the members' digital coaching hub, and how to support the digital parliamentary needs of members.

Action for the Committee: The Committee is asked to take note of the updates provided, to discuss the approach to addressing members' digital needs and to share feedback on the suggested approaches to the Digital Coaching Hub.

4.25-4.35pm

7. For Discussion: Members Handbook on Facilities and Services for members and their staff

Lola Martin, Governance Support Officer

Purpose of paper: The Committee is invited to provide feedback on the *Handbook on Facilities and Services for Members and their staff* ahead of its annual update, including how it could be improved, any content that could be added, and opportunities to promote greater use of the digital version.

The digital version of the handbook is available here: [ParliNet | Handbook on facilities and services](#), hard copies are available from the Printed Paper Office should members wish to review in advance of the meeting. Copies will also be available at the meeting to view.

8. For information: Forward Work Programme

S/26-27/11 UNRESTRICTED

9. Any Other Business

Members contacting any of the paper authors listed above to discuss their papers should also copy in the Services Committee inbox: HLServicesCommittee@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

HLServicesCommittee@parliament.uk