

ADMINISTRATION COMMITTEE**Notes of Discussion of the meeting held on 13 January at 10.00am in the
Committee Room 19 [ND36]****Members present:**

Nick Smith (in the Chair)

Alex Barros-Curtis
Bob Blackman
Bambos Charalambous

Marie Goldman
Carolyn Harris
Mary Glendon

Apologies: Alberto Costa, Navendu Mishra, Tessa Munt, Kirsteen Sullivan,

1) Informal note of the meeting of Tuesday 16 December

The Committee **agreed** the Informal Note of its meeting on 16 December.

2) Declaration of interests

Marie Goldman declared her interests in accordance with the Resolution of the House of 13 July 1992.

3) Update on Portcullis House Entrances

Alison Giles, Director of Security for Parliament, David Leach-Thomas, Portfolio Director, Strategic Estates, Sarah Kears-Burke, Head of Portfolio Engagement and Gabija Bingelyte, Assistant Director, Strategic Estates, briefed the Committee.

Action

Members **noted** the update and **provided feedback**.

4) Former Members' Passes: Lobbying rules and options for next steps

Peter Stam, Head of Access and Security Hub, briefed the Committee on issues relating to former Members' passes and lobbying activity rules.

Action

Members **noted** the update and **asked** for options to be explored further and brought back to the Committee.

5) Any other business

Members were introduced to the new Head of Member Liaison and received an update on the Members' Accessibility Group.

Members **noted** papers on:

- Parliamentary Contact Centre
- Underground carpark works update
- Mass email campaigns update

Members **noted** correspondence from the Leader of the House to the Chair on the Modernisation Committee report.

The Committee will next meet on 20 January 2026 at 10.00am