



HOUSE OF LORDS SERVICES COMMITTEE

Agenda

The Committee will meet virtually on Thursday 27 May at 1pm on Microsoft Teams

1. Apologies

2. Agreeing the minutes of the previous meeting and matters arising

3. Notices from the Chair

Lord Touhig, Chair of the Committee

S/21-22/1 RESTRICTED

4. Restoration and Renewal: Parliamentary engagement plans for 2021

Lucy Owen, Chief of Staff, R&R Sponsor Body

S/21-22/2 RESTRICTED

5. COVID-19 Update

Simon Burton, Clerk of the Parliaments

S/21-22/3 RESTRICTED

6. Annual Review from Catering and Retail Services

Stephen Perkins, Head of Catering and Retail Services

S/21-22/4 RESTRICTED

7. Microsoft Teams Programme

Steven Mark, Senior Responsible Owner (SRO), Microsoft Teams Programme

S/21-22/5 RESTRICTED

8. Oral update on outcome of Electric Vehicle Charging Survey

Carl Woodall, Director of Facilities

Justin Hills, Head of Property and Office Services

9. Estates Works update

Carl Woodall, Director of Facilities

Justin Hills, Head of Property and Office Services

S/21-22/6 RESTRICTED

10. Any Other Business

For information

Fire Safety Training completion figures

S/21-22/7 RESTRICTED

Forward Work Programme

S/21-22/8 UNRESTRICTED

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.

Gabby Longdin
Clerk

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Forward work programme

Please find below the Committee's forward work programme. The programme consists of papers for decision, regular update papers, and those requested by the Committee.

Date	Agenda
27 May	• Covid-19 Update • Catering and Retail Services (CRS) annual update • Electric Vehicle Charging Points oral update • Estates Works Update • Microsoft Teams Programme update • R&R engagement for 2021 • Fire Safety Training completion rates
24 June	• Covid-19 Update • Broadcasting/filming points in the Palace • Library Annual Update • Millbank House summer works • Parliamentary Broadcasting Unit new live subtitling service
15 July	• Covid-19 Update • Estates Works Update • Participation update • Future of Peerhub • Archives Programme

Items to be scheduled:

- Catering Review outcome
- New Palace Yard project
- Transforming Digital Programme

Gabby Longdin
Clerk
May 2021