

FINANCE COMMITTEE**Decisions from the meeting held on Tuesday 8 June 2021 at 12.30pm
via Microsoft Teams and Zoom**

Members present:
Nick Brown (Chair)

Harriett Baldwin	Gareth Davies
Felicity Buchan	Marion Fellows
Mr Clive Betts	David Simmonds
Sir Geoffrey Clifton-Brown	Mark Tami

Apologies: Dame Eleanor Laing, and Dame Rosie Winterton.

- 1) Informal Note and matters arising

The informal notes of the previous meeting were agreed.

- 2) Parliamentary Switchboard

The Committee noted the improvements made to both supplier-side and Parliament-side service quality assurance.

- 3) Parliamentary Digital Service and Transforming Digital: annual update

The Committee took note of the paper.

- 4) Financial Monitoring Report – Q4 2020–21

The Committee took note of the financial position on the Administration Resource and Capital budgets as at 31 March 2021.

- 5) Procurement and contract management quarterly update

The Committee took note of the paper.

- 6) Papers to note

The Committee took note of the following paper:

- **Pay award summary**

- 7) Any other business

There was no other business.

- 8) Date and time of next meeting

The next Committee meeting will take place on Tuesday 6 July at 12.30 pm via MS Teams.