



## HOUSE OF LORDS COMMISSION

### Minutes

Monday 19 July 2021

#### Attendance

- Lord Speaker (Chairman)
- Lord Gardiner of Kimble (Deputy Chairman)
- Baroness Evans of Bowes Park
- Lord German
- Lord Hill of Oareford
- Lord Judge
- Lord Newby
- Nora Senior (external member)
- Baroness Smith of Basildon
- Lord Touhig
- Lord Vaux of Harrowden

Apologies were received from Mathew Duncan (external member). Simon Burton, Clerk of the Parliaments, was in attendance. The meeting was held via Microsoft Teams.

#### 1. Minutes of Previous Meeting

The Commission **agreed** the record of discussion of the previous meeting on 12 July 2021.

#### 2. Parliamentary Estate Masterplan

Bev Weston, Director of Capital Investment, and Georgina Vlasveld, Design Manager, In-House Services and Estates

C/21-22/25 with two Annexes; HIGHLY RESTRICTED

Isabel Coman (Managing Director, In-House Services and Estates), Bev Weston and Georgina Vlasveld presented the paper, which provided an introduction to the Parliamentary Estate Masterplan. The Masterplan was a development framework by which Parliament could set priorities for investment within the Estate and ensure value for money was achieved within all Parliamentary projects and programmes. It would be owned by both Commissions, and project business cases would be assessed against the Masterplan; more engagement on it would be undertaken in the autumn.

Commission members asked questions about the Estate's security requirements, and how the Masterplan would relate to the Restoration & Renewal Programme: the Programme would refer to the Masterplan. The Masterplan team would work on more clearly explaining how value for money would tie through to the Masterplan, and how value for money, quality, inclusivity and innovation, and environmental targets

would be assessed.

The Commission **took note** of the update.

### 3. **Restoration and Renewal: Palace of Westminster Design Assumptions**

Sarah Johnson, Chief Executive, R&R Sponsor Body  
C/21-22/26 with two Annexes; HIGHLY RESTRICTED

Sarah Johnson and Lucy Owen (Chief of Staff, R&R Sponsor Body) presented the paper, which sought the Commission's endorsement of a set of 'design assumptions' that had been developed by the Programme and the House Administrations, and would guide the designers as they developed options for the Palace. A number of Committees of both Houses had been engaged on the assumptions. Questions were asked about value for money, security projects, and environmental targets, and Sarah and Lucy explained how these would be brought out in subsequent stages of the design process.

The Commission **endorsed** the design assumptions for the Restoration and Renewal Programme presented in the paper (with one drafting change relating to individuals with safeguarding needs, as suggested by the presenters).

### 4. **EMR: Commission Next Steps**

James Whittle, External Management Review Implementation Lead  
C/21-22/27 Note from the Chairman; HIGHLY RESTRICTED  
C/21-22/27 with two Appendices; HIGHLY RESTRICTED

The Commission **discussed** the note from the Chairman and the paper from James Whittle. In discussion, the proposal for a group of Commission members and senior managers to be convened by the Senior Deputy Speaker was endorsed in principle. Its discussions would consider the implementation of External Management Review recommendations, and, with ongoing direction by the Commission, scrutinise the detail of other matters that would come to the Commission for decision, creating greater capacity in the Commission for it to carry out its remit of providing high-level strategic and political direction for the Administration on behalf of the House. There was a clear view that the group should start its work, and the Commission would keep its development under review.

Commission members expressed a strong desire for the Commission's agendas to be proactively set according to the Commission's strategic priorities, with more forward planning. The Commission's relationship with the Commons Commission would also need to be considered. The Commission would discuss these matters further in September.

### 5. **Independent Complaints and Grievance Scheme**

Jo Willows, Director, Independent Complaints and Grievance Scheme, and Chloe Mawson, Clerk Assistant  
C/21-22/28; HIGHLY RESTRICTED

Jo Willows and Chloe Mawson presented the paper, which outlined next steps following Alison Stanley's 18-month review report on the Independent Complaints and Grievance Scheme, including changes to streamline the governance of the ICGS. A new Enhanced Stakeholder Group would be responsible for discussing and agreeing process changes, and a new ICGS Change Control Group would consider contentious process or procedure changes, and policy changes, and decide how to take them forward using existing governance routes.

In discussion, Chloe and Jo explained how the Change Control Group would reduce the need for multiple meetings of numerous groups and committees to approve changes to the Scheme, by seeking consensus. Support was expressed for making progress on cluster reporting as quickly as possible.

The Commission **approved** the proposals for new bicameral governance arrangements for the ICGS, **agreed** the Lords membership of the ICGS Change Control Group and nominated the Senior Deputy Speaker to serve on that group, and **approved** the creation of a bicameral staff working group to consider how to implement cluster reporting.

**6. Planning for 22/23: High-level Priorities**

Jake Vaughan, Director of Corporate Services  
C/21-22/29 with Appendix; HIGHLY RESTRICTED

The Commission **took note** of the approach to business planning for 2022/23 set out in the paper.

**7. AOB**

It was agreed that a meeting (on Teams) should be provisionally planned for the week beginning 30 August in case the Commission needed to discuss the Covid-19 situation and its implications for the House's operations.

Also circulated for information:

- **Clerk of the Parliaments' Monthly Update**  
C/21-22/30; RESTRICTED

**Susannah Street**  
Secretary to the Commission