Chapter 2: The House of Commons as an Employer

1. Our Legal Status

1.1. Staff of the House of Commons Service are not Civil Servants, however the House of Commons Administration Act 1978 says that terms and conditions of service of staff must be kept 'broadly in line' with the Home Civil Service. We are legally obliged to follow the Civil Service pension arrangements, but other terms and conditions and policies and procedures have been developed to fit the particular circumstances of the House Service.

1.2. Parliamentary staff are excluded from some aspects of employment legislation. However, wherever reasonably practicable, the House seeks to reflect the provisions of employment law even in cases where the legislation does not strictly apply.

2. Management of the House of Commons Service

2.1. This section describes the main management groups and summarises their responsibilities, and those of the senior managers of the House.

House of Commons Commission

2.2. The House of Commons Commission is the statutory body responsible for the administration of the House of Commons. It is responsible for the overall staffing of the House including the number of people employed and their pay and conditions. The Speaker chairs the House of Commons Commission which is otherwise comprised of Members of Parliament, two Non-Executive Directors, the Clerk of the House, and the Director General of the House of Commons. More information on the role of the Commission and its membership is on the Internet at: House of Commons Commission

2.3. The Commission has appointed the Clerk of the House as Accounting Officer. As Accounting Officer, the Clerk is responsible for ensuring that the money provided by Parliament for the service of the House is properly spent. The Clerk is also Corporate Officer for the purpose of holding property and entering into contracts.

Executive Board

2.4. The Commons Executive Board provides leadership for the House of Commons Service. It acts as a sub-committee of the Commission and is accountable to it. More information on the role of the Executive Board and its membership is on the Intranet at: Commons Executive Board

Organisational Structure

2.5. The House has the following functional areas: Chamber and Participation team; Select Committee team; People and Culture; Finance, Portfolio and Performance; In-House Services and Estates; Research and Information; Parliamentary Security Department;
Parliamentary Digital Service and the Independent Complaints and Grievance Service. There is also one supporting office, the Governance Office. In addition, the Speaker’s Office provides support to the Speaker of the House of Commons in the execution of his official duties and provides certain administrative functions for other Members of Parliament. Further information on our organisational structure, including our people and offices, is on the Intranet at: People and Offices

Values

2.6. The House of Commons values describe what we want our culture to be. They help us all understand how we work together to deliver our shared strategy and our vision, ‘Everyone has a voice’. They aim to interpret how we embody the Parliamentary Behaviour Code for the Commons House Service. Further information on our values is on the Intranet at: Our Culture

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