



HOUSE OF LORDS COMMISSION

Minutes

Wednesday 6 December 2017

ATTENDANCE

- Lord McFall of Alcluith (Chairman)
- Baroness Doocey
- Mathew Duncan (external member)
- Baroness Evans of Bowes Park
- Lord Hope of Craighead
- Lord Laming
- Baroness McIntosh of Hudnall
- Lord Newby
- Baroness Smith of Basildon
- Lord Wakeham

Ed Ollard, Clerk of the Parliaments, was in attendance. David Leakey, Black Rod, was in attendance for item three on the Sports and Social Bar. Liz Hewitt (external member) participated in the meeting via conference call. Apologies were received the Lord Speaker.

1. WELCOME AND INTRODUCTIONS

Lord McFall of Alcluith welcomed the members of the Commission to the sixth meeting of this Parliament. He explained that in the absence of the Lord Speaker, he would be chairing the meeting in his capacity as Senior Deputy Speaker.

2. MINUTES OF MEETING ON 15 NOVEMBER AND MATTERS ARISING

The Commission amended and **agreed** the record of discussions from the meeting of Wednesday 15 November.

The Clerk of the Parliaments explained that the management response to the *Parliamentary Assurance Review: Strategic Estates Improvement Plan* was not yet ready for consideration. He said that it would be considered in the new year.

3. SPORTS AND SOCIAL BAR

Oral Update from the Clerk of the Parliaments

David Leakey explained that an incident had taken place the evening before involving two House of Commons employees.

[*More information – Restricted Access*]

Some members asked about the wider effects of the closure, specifically the increased number of customers in the Lords Bar and how the decision would be communicated to staff. Ed Ollard said that he would work with Catering and Retail Services (CRS) to manage the increased demand.

After discussion, the Commission endorsed the decision taken by the Clerk of the Parliaments to suspend the operation of the Sports and Social Club Bar. The Commission asked for an oral update on the situation at the next meeting on Monday 18 December.

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

4. CYBER SECURITY PROGRAMME

Cover Note and Presentation from Steven Mark, Director, Cyber Security Programme and Tracey Jessup, Director, Parliamentary Digital Service
C/17–19/15 RESERVED

Tracey Jessup presented the paper and explained some of the recent steps that the Parliamentary Digital Service (PDS) had been taking to safeguard against cyber attacks and spoke about their work with external partners and other parliaments.

Lord Hope of Craighead asked about the length and accessibility of the online training module, and Steven Mark agreed to investigate what appeared to be an inaccurate description of what was required of the user. Tracey Jessup agreed to send the correct web link to the Usual Channels.

Liz Hewitt asked about whether PDS was working with offices on business continuity plans, and Tracey Jessup said that they were. Baroness Smith of Basildon reported a perception that members were being discouraged from obtaining House IT equipment. Ed Ollard and Tracey Jessup said that they would seek clarification.

After a discussion about possible sanctions, the Commission **agreed** that cyber security training should be strongly encouraged for Lords Members and their staff with active Parliamentary Network accounts. The Commission **noted** the update on completed and planned activities to reduce Parliament's cyber security risk exposure.

5. STREETSCAPE PROJECTS

Paper from Eric Hepburn, Director of Security for Parliament
Co-presented by Lindsay Hoyle MP, Chairman, Consultative Panel on Parliamentary Security
C/17–19/16 RESERVED

Lindsay Hoyle MP, Chairman of the Consultative Panel on Parliamentary Security, presented the paper and explained the expected security benefits of both the Westminster Ceremonial Streetscape Project and the Parliament Square Streetscape Project.

The Commission discussed the implications for the Restoration and Renewal Programme and the nature of the relationship between Parliament and external

organisations such as Westminster City Council, the Metropolitan Police and Transport for London.

The Commission **agreed** to support in principle Parliament's continued collaboration with Westminster City Council and other stakeholders in relation to the two streetscape projects. The Commission **invited** the House of Lords Finance Committee to consider the funding implications of the projects at their meeting on 13 December with a view to the Commission considering the Finance Committee's advice about the proposals on 18 December as part of the Medium Term Financial Plan discussion.

6. UPDATE ON THE WORK OF THE SERVICES COMMITTEE

Oral Update from Lord Laming, Chairman, Services Committee
C/17-19/17 RESERVED

Lord Laming, Chairman of the Services Committee, presented his paper which included details of recent developments with IT services, ongoing works on the estate, fire safety, and CRS. He congratulated CRS for achieving a five-star food hygiene rating from the Foods Standards Agency and for taking over £46,000 in the House of Lords gift shop during a recent promotional day.

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

7. UPDATE ON THE HOUSE OF LORDS ADMINISTRATION

Oral Update from Ed Ollard, Clerk of the Parliaments
C/17-19/18 RESERVED

The Clerk of the Parliaments updated the Commission about the appointment of a new Black Rod and the newly published members photo book. He said that, as had happened in the House of Commons after the general election, a professional photographer would be available to take members' photographs the following week.

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

8. COMMISSION FORWARD PLAN

The Commission **took note** of the forward plan.

9. ANY OTHER BUSINESS

A question was asked about the response time for the telephone switchboard, and Lord Laming agreed to follow up on the matter.

Lord McFall of Alcluth informed the Commission that the next meeting would take place on **Monday 18 December at 10.30 am in the Lord Speaker's Office.**

PUBLIC

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