



## HOUSE OF LORDS COMMISSION

### Minutes

Wednesday 4 July 2018

#### ATTENDANCE

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

Ed Ollard, Clerk of the Parliaments, was in attendance. Apologies were received from Lord Hope of Craighead.

#### 1. MINUTES OF PREVIOUS MEETING

The Commission agreed the records of discussion of the previous meeting of the House of Lords Commission on 2 May 2018.

#### 2. RESTORATION AND RENEWAL: GOVERNANCE IN SHADOW PHASE

Paper from Tom Healey, Programme Director, and David Livesley, Head of Business Processes, R&R  
C/17-19/41 RESERVED

Tom Healey, the Programme Director, spoke to the paper and explained that he would bring a second version of the paper back to the Commission in September. The Lord Speaker asked for second-reading style comments.

Mr Healey explained that the proposed governance structure for the shadow bodies had been designed to reflect the structure the bodies will have in statutory form. He also explained that the shadow sponsor body could not establish a meaningful delivery authority until the statutory phase. Members asked about the timing of the Bill which will establish the bodies in statutory form and the Leader of the House said that it had been drafted and that it would be introduced at some point next year.

A discussion took place about how the work of the shadow bodies will be scrutinised and the role of both the audit committee and the finance committee. In response, Tom Healey described the scrutiny relationship between the shadow sponsor body and

Strategic Estates and undertook to elaborate on lines of accountability in the redrafted paper. He also agreed to include more detail on the sums of money involved in the initial stages of the programme.

After discussion, the Commission **asked for the paper to be redrafted** and circulated once again for consideration at the meeting in September.

### 3. INDEPENDENT COMPLAINTS AND GRIEVANCE PROCEDURE

Paper from Ed Ollard, Clerk of the Parliaments  
C/17-19/42 RESERVED

Ed Ollard presented the paper and described the progress to date. He explained that the Working Group on an Independent Complaints and Grievance Policy had now reported and agreed a Behaviour Code for Parliament. He added that the purpose of this paper was to seek approval for the architecture of the new system in the Lords. He also asked the Commission to take note of certain elements of the bicameral programme and invite the Sub-committee of Lords Conduct to undertake detailed work and report on how these can be embedded in the Code of Conduct.

*[More information – Restricted Access]*

The Commission:

- **endorsed** the Behaviour Code for Parliament and **referred** it to the Sub-Committee on Lords' Conduct;
- **invited** the Sub-Committee on Lords' Conduct to consider and report on how to integrate any new processes and procedures for investigating bullying, harassment and sexual harassment into existing processes for investigating breaches of the Code of Conduct;
- **took note** of the additional training provision expected to be developed for members of the House and their staff and **invited** the Services Committee to consider this further;
- **took note** of the proposals regarding culture change; and
- **endorsed** the approach to tendering for additional support, HR and investigatory services required to support the programme and **noted** the indicative costs for the initial contracts.

### 4. FINANCIAL REMIT REVIEW AND FINANCIAL PLANNING TIMETABLE

Paper from Mostaque Ahmed, Director of Finance  
C/17-19/43 RESERVED

Mostaque Ahmed, Director of Finance, presented the paper and explained that the purpose of the paper was to invite the Commission to agree that any costs relating to R&R and any payments associated with relocation contingency planning are excluded from the financial remit, for planning purposes. Baroness Doocey, Chair of the Finance Committee, endorsed this approach.

After discussion, the Commission **agreed** to exclude any such costs from the financial remit and **noted** the timetable for developing and agreeing the next Medium Term Financial Plan, as agreed with the Finance Committee.

## **5. RELOCATION CONTINGENCY VENUE**

Paper from Mostaque Ahmed, Director of Finance  
C/17-19/44 RESERVED

*[More information – Restricted Access]*

## **6. UPDATE ON THE HOUSE OF LORDS ADMINISTRATION**

Paper from Ed Ollard, Clerk of the Parliaments  
C/17-19/45 RESERVED

Ed Ollard explained the planned Fire Safety Works which had been planned for the summer recess and placed these in the context of the December 2018 deadline for life-safety compliance.

*[More information – Restricted Access]*

He also updated the Commission on the recent flooding in Millbank House and said that external consultants will report on the incident in due course. Members highlighted the importance of resilience testing and a strategic approach to power supplies and critical IT systems.

## **7. ANY OTHER BUSINESS**

*[More information – Restricted Access]*

The Leader of the House informed the Commission that papers would be circulated next week on the proposed members of the R&R Shadow Sponsor Board (chair, parliamentarians and externals) for agreement by correspondence.

The Lord Speaker informed the Commission that the date and time of the next meeting would be communicated in due course.

4 July 2018

**Patrick Milner**  
Secretary to the Commission