

MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE HELD ON 19 JULY 2017

Present:

Ian Ailles, Director General House of Commons (Chair)
Myfanwy Barrett, Finance Director, and Director General Corporate Services
David Natzler, Clerk of the House and Head of the House Service

In attendance:

Marianne Cwynarski, Secretary to the Commission
Sarah Petit, Secretary to the Executive Committee
James Mirza-Davies, Assistant Secretary to the Executive Committee

1. Annual Safety Assurance

Marianne Cwynarski provided the Committee with assurance on action that is being taken in response to the weaknesses identified in the statement on Annual Safety Assurance, which was provided to the Board on 28 April 2017. A Parliamentary Safety Assurance Board has been established to replace the previous Committee; one of its responsibilities is to ensure an appropriate balance between core routine activity and dealing with unexpected incidents. A Health and Safety Framework has been created, which is now being populated by the project leads in Strategic Estates.

The Committee agreed that Marianne Cwynarski would be acting Head of Safety until the House returned in September; and supported additional resourcing of the Safety Team if she judged this to be necessary.

2. Commission forward programme

The Committee discussed papers to be put forward to the Commission for its September meeting.

3. Customer Programme

The Committee agreed that the Customer Programme be extended by three months until 30 November 2017 and that the future of the customer function would be put to the Board for decision.

4. Revised pay remit

The Committee noted that an amended remit on pay has been agreed.