



HOUSE OF LORDS

Management Board

4th Meeting
Wednesday 5 March 2014

MINUTES

Present:	David Beamish Simon Burton Liz Hallam Smith David Leakey Andrew Makower Joan Miller Tom Mohan Edward Ollard Carl Woodall	Clerk of the Parliaments Corporate Services Information Services Black Rod's Department Financial Resources Director of Parliamentary ICT Human Resources Parliamentary Services Facilities
Audit Committee member:	Ian Luder	
In attendance:	John Angeli (for item 1) Sam Middleton (for item 1) Mary Ollard (for item 2) Talitha Rowland (for item 2)	Director of Parliamentary Broadcasting A/V Programme Manager, Broadcasting Unit Change Manager Private Secretary to the Clerk of the Parliaments

I Audio Video Programme Scoping

MB/2014/15

John Angeli and Sam Middleton attended for this item.

1.1 Liz Hallam Smith introduced the paper and said that its purpose was to brief the Board on a complex environment. She expected that the Board would return to this matter in due course.

1.2 The Board received a presentation on sound and vision services in Parliament from John Angeli. He provided a historical overview of the development of sound and vision services and noted that radio broadcasting of chamber proceedings began in the 1970s, followed by televised proceedings in the 1980s, which were prompted by the House of Lords. During the period from 1989 to 2014 the manner in which individuals consumed coverage of Parliament, including the technology involved, had changed significantly. At this stage it therefore made sense to take stock of how Parliament currently approached this area. He emphasised the following points:

- At present the relationship between sound, vision and ICT services was not as integrated as it could be.
- It was important for the future integration of sound and vision services to take due consideration of Restoration and Renewal (R&R) and network capability.
- It was important to examine more carefully what the market could provide Parliament with in terms of technical solutions.
- There was an opportunity to review the business operating model for sound and vision services, including how resources could be used more

intelligently.

- Public access to House of Lords chamber proceedings was currently limited and needed to be widened. Parliament did a very good job of filming itself but had lost sight of where the benefit of that filming lay. This resulted in broadcasters having more control over how the House was portrayed. A large archive also existed and Parliament needed to consider how this could best be used.
- The potential benefits of a dedicated Audio Video (A/V) Programme included achieving greater efficiencies, value for money and savings in the move to a new operating model; improved services for Members, staff, and wider public engagement; greater resilience of A/V services, reducing operational and reputational risk; and revenue generation opportunities. Parliament needed to recalibrate its approach to this area in order to secure greater benefits from its current expenditure. The demand for access to proceedings was no longer confined to television and now included government departments, commerce and NGOs, among others.

1.3 The Board considered the paper and the following points were raised in discussion:

- The Board welcomed the paper and noted the content of the presentation with interest.
- A Board member said that with respect to facilities, Fiona Smith in the House of Lords and James Robertson in the House of Commons had already agreed in principle to merge A/V and broadcast services. It was also important to take account of the proposed creation of a “digital” post in the Parliamentary Estates Directorate’s Design Authority.
- A Board member said that the implementation of the proposed approach would require serious programme management and greater resources. Budget headroom was available that could be spent in this area, which could ideally be addressed during the discussion of the next MTIP at the joint meeting of the Management Boards on 16 May. Sam Middleton agreed that greater resources for the proposed A/V programme would be desirable in terms of staffing.
- A Board member said that Parliament’s relocation requirements would need to be taken account of in the proposed programme, in the context of R&R and achieving greater resilience. John Angeli replied that the mobility of technological kit should help to minimise costs in this area.
- A Board member said that the challenge for Parliament was to approach this area more strategically and work in a more collaborative manner. From PICT’s perspective the demand for these services was increasing across the Estate.

1.4 John Angeli suggested that engagement with the BBC should take place at a senior level with the aim of achieving greater public access to Parliamentary proceedings, including more equitable access to the House of Lords. The ability to do this, including the necessary technology, had been demonstrated during the coverage of the 2012 Olympic and Paralympic

Games. Such discussions could be considered in the context of the Charter Renewal as part of the BBC's public sector obligations. He noted that the forthcoming review of Democracy Live also provided another opportunity to engage with the BBC about this issue.

1.5 The Board **took note** of the proposed way forward for the development of Audio Video Services outlined in the paper.

1.6 David Beamish welcomed Simon Burton back to the Board as the new Reading Clerk and noted that Ian Luder would cease attending the Board at the end of 2014 when he stepped down as a member of the Audit Committee.

2 **mySociety Strategic Review of Online Services [RESERVED]**

MB/2014/16

2.1 David Beamish introduced the joint paper, in his name and that of Robert Rogers, and noted the proposal to publish the report for consultation, alongside a covering note by the Clerks, in due course.

2.1 The Board considered the report and joint paper [*Additional information – Restricted Access*].

2.2 The Board **agreed** that the two recommendations made by the mySociety report should be implemented; the report should be published, and feedback invited on how it should be implemented; and that a detailed plan for implementation should be considered at a future date.

3 **Corporate risk register as at 21 February**

MB/2014/17

3.1 The Board noted that the score for the reputation risk had increased and discussed possible mitigations.

3.2 The Board **took note** of the corporate risk register.

4 **Risk report: Facilities (2ii and 2iii)**

MB/2014/18

4.1 Carl Woodall introduced the paper.

4.2 A Board member questioned the desirability of particular risk entries on the corporate risk register, including the facilities risk, incorporating a number of different scores. The Board Secretary was invited to examine the possibility of rationalising these risk scores, including determining an aggregate score, through the Business Planning Group.

4.3 The Board **took note** of the risks and the levels of assessment for risks 2ii and 2iii and **agreed** a score of 12 for risk ii and 8 for risk 2iii with an amber status for both risks; a target risk of 8 for risk ii and 4 for risk 2iii with an amber status for both risks; and an appetite of "Cautious" for both risks.

5 **Any other business**

5.1 Board members gave the following oral updates:

- David Leakey noted that a relocation project manager position had been advertised and it was hoped that a suitable candidate would be

recruited soon.

- David Leakey noted that the Incident Management Framework Golds guide would be discussed by the House of Commons Management Board on 6 March. A first draft had been completed, which would be issued to the Golds for their consideration in due course.
- David Leakey noted that on 24 February the House of Commons Administration Committee had discussed long queues to enter Parliament. The changes to the opening hours of Black Rod's Garden Entrance had created some minor inconveniences but had been successful in terms of facilitating significant queuing reductions. Queues at Cromwell Green Entrance continued to be a problem and changes were planned to search and screening, including the use of a marquee which had been erected outside St Stephen's Entrance.
- David Beamish updated the Board about the Liaison Committee's recent deliberations on future committee work.
- David Beamish noted that the House of Lords Reform (No. 2) Bill had received its first reading in the House.
- David Beamish updated the Board about the ongoing discussions with the Cabinet Office regarding the transfer to Parliament of the Intelligence and Security Committee.
- David Beamish invited Board members to indicate what their priorities were for the draft People Strategy. He noted that only one response had been received so far.
- David Beamish said that an email would be sent to Board members inviting further nominations for thank you party invitees.
- David Beamish said that an email would be sent to Board members about achieving a more co-ordinated approach to Board members' engagement with the Usual Channels.

6 Minutes of the meeting on 3 February 2014

6.1 The minutes had been previously agreed by correspondence.

Next Meeting: Monday 7 April 2014 at 10am.

Management Board Secretary
6 March 2014