

**HOUSE OF LORDS APPOINTMENTS COMMISSION**

**MINUTES OF THE 70<sup>th</sup> MEETING HELD ON 25<sup>th</sup> January 2012**

**Present:** Lord Jay (Chairman)  
Lord Hart  
Prof Dame Joan Higgins  
Lord Howard  
Dr John Low  
Baroness Scott

Geraldine Alexander (secretariat)  
Kate Campbell (secretariat)  
Maggie O'Boyle (press officer)  
Roger Sampson (secretariat)

**Apologies**

1. Apologies were received from Baroness Campbell and Dr Richard Jarvis, the Secretary.

**Minutes of 69<sup>th</sup> meeting (paper 1)**

2. The minutes of the meeting held on 23 November 2011 were agreed.

**Chairman's update**

3. Lord Jay had appeared before the House of Lords Constitution Committee that morning for the annual evidence session he attends on behalf of the Commission.
4. It was noted that the Annual Report for April 2010 to September 2011 had been published on Monday.
5. Lord Jay updated the Commission on the plans for an information sharing event scheduled to take place in the House of Lords on the 8<sup>th</sup> February.
6. The Commission noted recent coverage in the media of the New Years Honours and of the organisation Awards Intelligence.
7. Lord Jay updated the Commission on the progress of the nomination of [REDACTED]  
[REDACTED]
8. Lord Jay informed the Commission about correspondence received from [REDACTED]  
[REDACTED].

**Consideration of HoLAC nominations (paper 2)**

9. The Commission discussed [REDACTED] nomination and agreed that it would recommend [REDACTED].
10. The Commission discussed the recent interviews of [REDACTED]  
[REDACTED]
11. The Commission discussed [REDACTED] nomination, which had been retained for further consideration, and agreed to interview her.
12. Following discussion, the Commission considered the possibility of re-ordering its selection criteria to reflect the importance it placed on the ability of a nominee to make a contribution to the House. It asked the secretariat to circulate a paper on this for further consideration.

**Work plan (paper 3)**

13. The Commission noted the indicative work plan for 2012 and agreed that the Secretariat should proceed with arranging meeting dates as appropriate.
14. It was noted that a meeting of the Commission may need to be convened at relatively short notice once the Draft Bill on House of Lords Reform was published.

**Communications**

15. The Press Officer updated the Commission on recent media coverage.

**Freedom of information**

16. The Commission was updated on recent FOI and DPA requests.

**Any other business**

17. The date of the next meeting was confirmed as 28<sup>th</sup> March 2012.

Commission Secretariat  
January 2012

**HOUSE OF LORDS APPOINTMENTS COMMISSION**

**MINUTES OF THE 71<sup>st</sup> MEETING HELD ON 28<sup>th</sup> March 2012**

Present: Lord Jay (Chairman)  
Lord Hart  
Prof Dame Joan Higgins  
Lord Howard  
Dr John Low  
Baroness Scott

Geraldine Alexander (secretariat)  
Kate Campbell (secretariat)  
Katie Cross (secretariat)  
Richard Jarvis (secretariat)  
Maggie O'Boyle (press officer)

**Apologies**

1. Apologies were received from Baroness Campbell.

**Minutes of 70<sup>th</sup> meeting (paper 1)**

2. The minutes of the meeting held on 25 January 2012 were agreed.

**Chairman's update**

3. The Commission had held an information sharing event at the House of Lords on the 8<sup>th</sup> February. The event was well-attended and the feedback from Peers had been very positive. The Commission may consider holding another similar event in the future.
4. Lord Jay updated the Commission on the progress of the nominations of [REDACTED]. The Commission discussed the matter and agreed that the Chairman should contact the nominees to explain the Commission's position.
5. It was noted that the report of the Joint Committee on Lords Reform would be published on 23 April.

**Consideration of HoLAC nominations (paper 2)**

6. The Commission discussed [REDACTED] nominations. The Commission agreed that Lord Jay would not be involved in the consideration of [REDACTED] nomination. It agreed that [REDACTED] nominees should be informed that their nomination had not been successful. It further agreed that on reflection, it would not invite [REDACTED] to interview and that [REDACTED] too should be informed that [REDACTED] nomination had not been successful.

7. Following discussion, the Commission agreed that [REDACTED] nominees ([REDACTED]) should be retained, with the intention of inviting them to interview in due course, when the position on future appointments was clearer.

#### **UCL research**

8. The secretariat briefed the Commission on its work to update the UCL research on the House of Lords' membership.
9. It was agreed that once the tables of statistics were fully updated the Commission would share the information with the Constitution Committee, the Joint Committee on Lords Reform and PASC as well as other interested parties. The tables may also be published on the Commission's website.

#### **Diversity Monitoring (paper 3)**

10. The Commission agreed that it should include questions regarding sexual orientation and religious belief in its diversity monitoring of nominees. The secretariat was asked to ensure that the monitoring information could be detached from the nomination form.

#### **Freedom of information**

11. The Commission agreed that going forward its minutes should be published on its website. The secretariat was invited to publish the minutes, appropriately redacted, following the meeting at which they are agreed.

#### **Communications**

12. The Press Officer updated the Commission on recent media coverage.

#### **Any other business**

13. The date of the next meeting was confirmed as 31 May 2012.

Commission Secretariat  
March 2012

**HOUSE OF LORDS APPOINTMENTS COMMISSION**

**MINUTES OF THE 72<sup>nd</sup> MEETING HELD ON 31 May 2012**

**Present:** Lord Jay (Chairman)  
Baroness Campbell  
Lord Hart  
Prof Dame Joan Higgins  
Lord Howard  
Dr John Low  
Baroness Scott

Geraldine Alexander (secretariat)  
Kate Campbell (secretariat)  
Katie Cross (secretariat)  
Maggie O'Boyle (press officer)  
Ekpe Attah

**Apologies**

1. There were no apologies.

**Minutes of 70<sup>th</sup> meeting (paper 1)**

2. The minutes of the meeting held on 28 March 2012 were agreed.

**Chairman's update**

3. The appointments of Professor Sandy Trees and Ms Beeban Kidron had been announced on 17 May.
4. The Chairman had received a letter from the Prime Minister's office advising the Commission that, in the context of the discussion about reform of the House of Lords, the Prime Minister would wish it to recommend a maximum of two nominees over the course of a year.

**Cycle of nominations (paper 2)**

5. In light of the Prime Minister's wishes, the Commission agreed that it would continue to operate its current assessment process, inviting nominations on an ongoing basis. It would, however, now be looking to recommend a maximum of two nominees over the course of a year. It was noted that the Prime Minister had acknowledged and praised the Commission's contribution to the diversity of the House of Lords and it was agreed that it should continue to consider diversity of background and skills as an important factor in its consideration of nominees.

6. The Commission agreed that its website should be amended to reflect the fact that it was being invited to make fewer nominations. The Chairman would also make the Leaders of the main parties in the Lords, the Convenor of the Crossbench Peers, the Lord Speaker and the Constitution Committee Chair aware of this change.

**Lords research (paper 3)**

7. The update by the secretariat to the UCL research on the House of Lords' membership and in particular the caveats on the data were noted.
8. It was agreed that the updated tables should be published on the website and copies sent to the Constitution Committee and the Convenor of the Crossbench Peers.

**Freedom of information**

9. The Commission was informed about current FOI cases.

**Communications**

10. The Press Officer updated the Commission on recent media coverage.

**Any other business**

11. It was noted that a Peer had approached a member of the Commission about problems he had experienced contacting the Commission's offices. The secretariat was asked to contact him directly.
12. The date of the next meeting was confirmed as 18 July 2012.

Commission Secretariat  
May 2012

**HOUSE OF LORDS APPOINTMENTS COMMISSION**

**MINUTES OF THE 73<sup>rd</sup> MEETING HELD ON 18 JULY 2012**

Present: Lord Jay (Chairman)  
Baroness Campbell  
Prof Dame Joan Higgins  
Lord Howard  
Dr John Low  
Baroness Scott

Richard Jarvis (Secretary)  
Ekpe Attah (secretariat)  
Claire Hanna (secretariat)  
Beth Watson (secretariat)  
Maggie O'Boyle (press officer)

**Apologies**

1. Apologies were received from Lord Hart

**Minutes of 72<sup>nd</sup> meeting (paper 1)**

1. The minutes of the meeting held on 31 May 2012 were agreed.

**Chairman's update**

2. The Chairman provided an overview of the Government's plans for House of Lords Reform and the related Bill's progress through Parliament to date.
3. The Secretary had written to the Cabinet Office, recalling that the non-renewable five-year terms of the Chairman and fellow independent members of the Commission would come to an end in October 2013. The three party-political members had been appointed for a three-year term in November 2010. This meant that the terms of the entire membership of the Commission would come to an end at around the same time in autumn 2013. While the party-political members could be invited to serve a second term, a new chair and independent member appointments would be required if the Commission was to be able continue its work.

**Consideration of nominations (sub-committee sift and recent interviews) (paper 2)**

4. The Commission discussed the recent interviews of [REDACTED]. It was agreed that the nomination of [REDACTED] was particularly strong, and that her nomination, along with that of [REDACTED] should be retained for consideration alongside [REDACTED]. [REDACTED] should be

notified that her nomination had been unsuccessful.

5. [REDACTED]
6. The Commission considered the recommendations made on 5 July by a sub-committee of the Commission. After discussion, it was agreed that [REDACTED] should be invited to interview. The Commission agreed to inform the remaining nominees considered by the sub-committee that their nominations had been unsuccessful.

#### **Freedom of information**

7. The Commission was informed about a current FOI case.

#### **Communications**

8. The Press Officer updated the Commission on recent media coverage.

#### **Any other business**

9. The date of the next meeting was confirmed as 12 September 2012. It was agreed that this meeting would take the form of a sub-committee sift to consider new nominations received over the summer. Short-listed nominees from this sift would be invited to interview in October, along with [REDACTED]
10. Although the Commission recognised that it was not its responsibility to monitor Peers' attendance, the Chairman agreed to discuss informally with Lord Laming, the Convenor of the Cross Bench Peers, how Cross Bench Members' attendance in the House could be encouraged.

Commission Secretariat  
July 2012



**HOUSE OF LORDS APPOINTMENTS COMMISSION**

**MINUTES OF THE 74<sup>th</sup> MEETING HELD ON 21 NOVEMBER 2012**

Present: Lord Jay (Chairman)  
Baroness Campbell  
Prof Dame Joan Higgins  
Lord Hart  
Dr John Low  
Baroness Scott

Ekpe Attah (secretariat)  
Claire Hanna (secretariat)  
Rajvinder Bahia (secretariat)  
Maggie O'Boyle (press officer)

**Apologies**

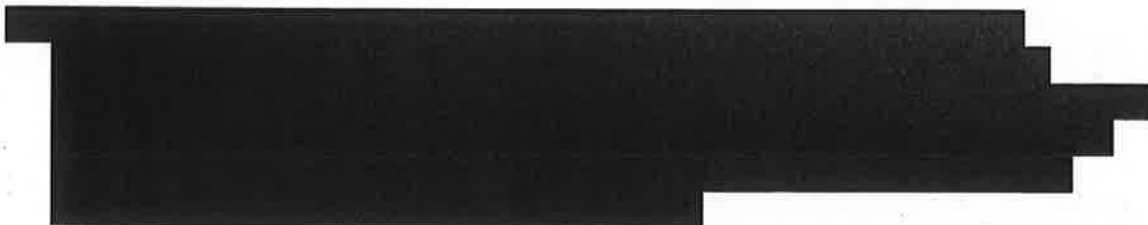
1. Apologies were received from Lord Howard.

**Minutes of 73<sup>rd</sup> meeting (paper 1)**

2. The minutes of the meeting held on 18 July 2012 were agreed.

**Chairman's update**

3. As agreed, the Chairman had discussed the issues of Peers' attendance and the mentoring of new Peers with Lord Laming, the Convenor of the Cross Bench Peers. Lord Laming had confirmed that all new Cross Bench Peers were offered a mentor. The Chairman and Lord Laming had agreed to have a further discussion about how attendance could be encouraged.
4. A new Secretary to the Commission, Clare Salters, had now been selected after a cross-Whitehall competition. Her first day in post would be 17 December.
5. Since its last meeting, the Commission had vetted Paul Deighton's nomination for a Ministerial appointment to the Lords. As the Government had sought to announce the appointment as part of the reshuffle, the vetting checks had had to be completed very quickly and the Chairman thanked Members for their prompt responses.



**Consideration of nominations (paper 2)**

7. The Commission discussed the interviews that had taken place during the course of the summer and autumn.
8. After discussion, it was agreed that – once the standard vetting checks had been completed – the Commission would recommend Mr Michael Berkeley and Ms Martha Lane Fox for appointment. The nominations of [REDACTED] [REDACTED] would, subject to their agreement, be retained by the Commission for further consideration. [REDACTED] [REDACTED] would be informed that their nominations had been unsuccessful.

**The Commission's future work programme**

10. It was agreed that, when the Commission wrote to the Prime Minister with the two names it had just agreed to recommend for nomination, it would seek clarity as to whether he was still minded to recommend no more than two non-party-political appointees per year, now that the Government had withdrawn its proposals to reform the membership of the Lords.
11. It was also agreed that the secretariat would clarify the process for the selection of a new Chairman and Members in good time before the terms of the current Commission came to an end.

**Freedom of information**

12. The Commission was informed about two recent FOI cases.

**Communications**

13. The Press Officer updated the Commission on recent media coverage.

**Any other business**

14. The date of the next meeting was confirmed as Wednesday 20<sup>th</sup> March 2013. However, a sub-committee of the Commission would meet before then to consider nominations submitted in the interim. The secretariat would write out with possible dates.

Commission Secretariat  
November 2012

**HOUSE OF LORDS APPOINTMENTS COMMISSION**

**MINUTES OF THE 75<sup>th</sup> MEETING HELD ON 9 MAY 2013**

Present: Lord Jay (Chairman)  
Baroness Campbell  
Prof Dame Joan Higgins  
Lord Hart  
Lord Howard  
Dr John Low  
Baroness Scott

Clare Salters (Secretary)  
Ekpe Attah (secretariat)  
Maggie O'Boyle (press officer)

**Chairman's update**

1. The Government had announced its triennial review of the Commission on 4 March. The review would be undertaken by officials in the Cabinet Office and the findings of the review would be published. In common with all such reviews, it would challenge the continuing need for the Commission; and, if it found the Commission should remain in existence, it would examine its governance arrangements.
2. The Cabinet Office had aimed to complete the review in April, but it was now expected to report by the end of May.
3. The Chairman had agreed to appear before the Political and Constitutional Reform Committee of the House of Commons on 27 June.
4. The Chairman planned to write to the Cabinet Secretary, reminding him that his term of office came to an end in October 2013, and seeking confirmation that the Prime Minister was not expecting the next recommendations from the Commission until 2014. Subject to this confirmation, it was agreed that the Chairman would write to the individuals whose nominations it had retained to update them on the progress of their nominations.

[REDACTED]

[REDACTED]

6. [REDACTED]

**Freedom of information**

7. The Commission was informed about one recent FOI case.

**Communications**

8. The Press Officer updated the Commission on recent media coverage.

**Any other business**

9. The Commission agreed to meet next in mid to late June. The secretariat would write out with possible dates.

Commission Secretariat  
May 2013

**HOUSE OF LORDS APPOINTMENTS COMMISSION**

**MINUTES OF THE 76<sup>th</sup> MEETING HELD ON 26 JUNE 2013**

**Present:** Lord Jay (Chairman)  
Baroness Campbell  
Prof Dame Joan Higgins  
Lord Hart  
Lord Howard  
Dr John Low  
Baroness Scott

Clare Salters (Secretary)  
Ekpe Attah (secretariat)  
Catherine Millington (secretariat)  
Maggie O'Boyle (press officer)  
Dean Ponder (secretariat)

**Minutes of the meetings 74th and 75th meetings**

1. The minutes of the meetings held on 21 November 2012 and May 9 2013 were agreed.

**Chairman's update**

2. The Chairman introduced Catherine Millington as a new member of the secretariat.
3. Baroness Hayman had recently reintroduced the House of Lords Reform Bill previously introduced by Lord Steel, which contained provision for the permanent leave of absence of members; the expulsion of members for serious offences; the restriction of hereditary membership; and the creation of a statutory commission, which would have sole responsibility for recommending appointments to the Crown.
4. Dan Byles MP was expected to introduce the Bill in the House of Commons in the autumn as a Private Members Bill, in the hope of receiving cross-party support.
5. The Chairman had accepted an invitation to give evidence to the Commons' Political and Constitutional Reform Committee on 27th June, as part of the Committee's inquiry into the next steps for House of Lords reform. The inquiry was intended to focus on smaller-scale changes to the membership and structure of the Lords that might command a consensus.
6. The advertisement for the next Chairman of the Commission had been published on 7th June and would close on 28th June.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

**Freedom of information**

10. The secretariat updated the Commission on one ongoing FOI case.

**Communications**

11. The Press Officer updated the Commission on recent media coverage.

**Any other business**

12. The Commission agreed to meet again, as scheduled, on 10 July at 1.30pm.

Commission Secretariat  
July 2013

UNCLASSIFIED

**HOUSE OF LORDS APPOINTMENTS COMMISSION**

**MINUTES OF THE 77<sup>th</sup> MEETING HELD ON 10 JULY 2013**

Present: Lord Jay (Chairman)  
Prof Dame Joan Higgins  
Lord Hart  
Lord Howard  
Dr John Low  
Baroness Scott

Clare Salters (Secretary)  
Ekpe Attah (secretariat)  
Claire Hanna (secretariat)  
Maggie O'Boyle (press officer)

**Apologies**

1. Apologies were received from Baroness Campbell.

**Minutes of the 76th meeting**

2. The minutes of the meeting held on 26 June 2013 were agreed.

**Chairman's update**

3. The Chairman had appeared before the Political and Constitutional Reform Committee (PCRC) on 27 June as part of its inquiry into the possible next steps for House of Lords Reform.
4. The advertisement for the next Chair of the Commission had now closed, and the Government was expected to announce its preferred candidate soon (subject to PCRC's pre-appointment scrutiny).
5. The Secretariat understood that the draft of the Government's Triennial Review of the Commission was still being considered by Ministers.

UNCLASSIFIED

**Party-political list – vetting discussion**

6. As agreed at the previous meeting, the Secretary had alerted the leaders of two parties that the Commission would not be able to support one of their nominations and had given them the opportunity to submit an alternative name before the Commission finalised its formal advice to the Prime Minister.
7. Both party leaders had taken this opportunity and the Commission was now in receipt of two new nominations. The parties had not submitted the names as quickly as anticipated and the vetting checks were still being finalised. The Commission agreed to confirm its final advice to the Prime Minister on the full party-political list via correspondence, after which the Chairman would write to the Prime Minister formally.

**Consideration of new nominations to the crossbenches**

8. The Commission considered the 25 nominations the Commission had received since March. It agreed, subject to Baroness Campbell's views, to retain the nominations of [REDACTED] and [REDACTED]. They would be written to accordingly, and the remaining nominees would be informed that their nominations had been unsuccessful.

**Freedom of information**

9. The Secretariat updated the Commission on one ongoing FOI case.

**Communications**

10. The Press Officer updated the Commission on recent media coverage.

**Any other business**

11. The next meeting would be on Wednesday 25 September at 1.30pm.

Commission Secretariat  
September 2013



**HOUSE OF LORDS APPOINTMENTS COMMISSION**

**MINUTES OF THE 78<sup>th</sup> MEETING HELD ON 25 SEPTEMBER 2013**

Present: Lord Jay (Chairman)  
Prof Dame Joan Higgins  
Baroness Campbell  
Lord Hart  
Dr John Low  
Baroness Scott

Lord Kakkar (Chairman designate)  
Clare Salters (Secretary)  
Ekpe Attah (secretariat)  
Claire Hanna (secretariat)  
Maggie O'Boyle (press officer)

**Apologies**

1. Apologies were received from Lord Howard.

**Minutes of the 77th meeting**

2. The minutes of the meeting held on 10 July 2013 were agreed.

**Chairman's update**

3. The Chairman welcomed Lord Kakkar, whose appointment as Chairman of the Commission would take effect from 1 October, to the meeting as an observer.
4. The most recent list of party-political peerages vetted by the Commission had been announced on 1 August.
5. The advertisement for the three new independent members of the Commission, in addition to the Chairman, was currently open and would close on 10 October. The Cabinet Office was confident that the new appointments to the Commission would be made by 30 October, when the three current independent members' terms of office ended.

**Members' terms of office**

6. The Commission noted the paper on members' terms of office. Following discussion, it was agreed that it would be preferable to stagger the appointments of the independent and party-political members, to ensure continuity of Commission membership. The Secretariat would pass the Commission's view on to the Cabinet Office.

**Issues emerging from vetting of recent party-political list**



8. The Commission also reaffirmed that it would welcome the publication of the citations produced by the political parties in support of their nominees, as the Committee on Standards in Public Life had recommended and the Commission had supported previously. The Secretariat should press the Government to agree to the publication of full nominees' citations to accompany future party political lists.
9. Notwithstanding the two points above, the Commission agreed that it was content with its interpretation of its remit in relation to vetting nominees for propriety, including its approach to donors, and that it would continue using this interpretation.

#### **Consideration of new nominations to the crossbenches**

10. The Commission discussed 17 nominations for appointment as non-party-political peers. Subject to Lord Howard's views, it agreed that 15 nominees should be informed that their nominations had not been successful, and that two nominees ( [REDACTED] ) should be retained for further consideration (along with the ten other nominees the Commission had already agreed to retain).
11. The Commission also agreed that – in light of the forthcoming appointment of a new Chairman and independent members – it would decide which retained nominees to invite to Interview when its new membership was in place.

#### **Annual report**

12. Subject to certain minor amendments, the Commission was content with the draft report, which was to be published as soon as was practical after the Lords returned from recess in October. If members had any further comments, these would be provided to the Secretariat by the end of September.

#### **Freedom of information**

13. The Secretariat updated the Commission on three recent FOI cases.

#### **Communications**

14. The Press Officer updated the Commission on recent media coverage. In particular, members noted the adverse comment relating to the presence of party donors on the recent list of party-political peerages.

**Any other business**

15. Members thanked the Chairman for his contribution over the previous five years. The Chairman, in turn, expressed his appreciation for his fellow members' dedication and wise advice. Both he and the other members also thanked the Secretariat for its support during this period.

Commission Secretariat  
September 2013



HOUSE OF LORDS APPOINTMENTS COMMISSION

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MEETING

Wednesday 18 December 2013 at 1 Horse Guards Road, London

**Commission Members**

Lord Hart of Chilton, Lord Howard of Lympne, Lord Kakkar (Chairman), Lord Low of Dalston, Miss Gillian Peele, Sir Malcolm Ross and Baroness Scott of Needham Market

**Secretariat**

Ekpe Attah, Catherine Millington, Maggie O'Boyle and Clare Salters

**1. Introduction**

Lord Kakkar welcomed members to the first meeting of the newly constituted Commission. He had taken over as the new Chair in October 2013, and noted that the three existing party political members had renewed their terms for a further three years, and that there were three newly appointed independent members.

Since taking over as Chair, Lord Kakkar had held introductory meetings with Lord Laming, Convenor of the Crossbench Peers, and the leaders of the three main parties in the Lords. He had also had an initial meeting with HMRC to discuss ongoing issues about information sharing.

Since several members of the Commission were newly appointed, the main purpose of this meeting would be to discuss and agree the overall approach taken by the Commission to its duties.

**2. Reviewing the Process for Assessing Crossbench Nominations**  
**HoLAC(13)01**

The Commission discussed the current process for assessing crossbench nominations and a suggested amendment to this, which would see each candidate who was invited to interview being interviewed twice as a matter of course. After discussion, it was agreed that in fact the more flexible approach currently used should be maintained, where a second interview would be a matter of discretion, for example, if the original interview panel could not reach a unanimous decision. For consistency, when an individual was interviewed twice the Chairman should be present on both occasions.

Currently, the process for assessing crossbench nominations involved the Secretariat providing the Commission with summaries of all applications received. It was agreed that two members of the Commission should also review the original nomination forms to gain a broader view of applications.

**Action Point:**

- Sir Malcolm Ross and Lord Low to review the original application forms of any retained nominations prior to the next Commission meeting.

**3. Reviewing the Procedure for Vetting Party Political Lists HoLAC(13)02**

The Commission discussed the existing procedure for vetting party-political lists, the purpose of which was to ensure individuals were in good standing with the regulatory authorities and that their appointment would not bring the House of Lords into disrepute.

The approach to the vetting of major party donors was discussed and the Commission upheld the existing policy of ensuring that, when it was asked to vet an individual who was a party donor, it considered whether that individual would have been a credible candidate had they not made any donations.

The Commission reaffirmed the recent approach taken where, if it was unable to support a name put forward by a political party, the party Chairman would be informed and could suggest a substitute name in its place. This enabled the proportion of appointments from each party, as agreed by the Prime Minister and the party leaders, to be maintained.

**4. Report on the External Environment HoLAC(13)03**

Maggie O'Boyle presented an overview of the background and current external environment within which the Commission operated. A key problem that it faced was the difficulty in making the case for more appointments to the House of Lords, given the size of the House and the cost of further appointments.

**5. Review of the Commission's Strategy HoLAC(13)04**

The Commission discussed its approach to identifying skills gaps amongst the membership of the Lords to inform its crossbench appointments, and the desirability of encouraging parties to also consider this when making party-political nominations. The Commission agreed that such research would be useful and should be carried out. Once complete, this should be shared with the parties, as should the criteria used by the Commission in assessing crossbench nominations.

The Commission confirmed that it would encourage political parties to publish their citations supporting those the parties nominated for peerages. It was hoped that, if these citations were published, political appointments would be reported more positively by the media. The Commission further discussed producing a template for parties setting out the information that should be included in citations. This would make the process easier for parties and also enable the media to focus on the expertise individuals would bring to the House.

**Action Point:**

- The Secretariat to begin work on skills gaps in the House of Lords.
- The Secretariat to produce a template to assist the political parties in producing high quality citations [pending the Chair meeting the Prime Minister and leaders of the other main parties].

**6. Consideration of new HoLAC nominations HoLAC(13)05**

21 nominations had been received since the last Commission meeting. Members agreed to inform 12 individuals that their nominations had not been successful and to retain 9 for discussion once work had been completed on the skills gaps in the House.

**7. Consideration of retained HoLAC nominations HoLAC(13)06**

The Commission agreed to continue to retain all 11 names passed on by the previous Commission, for discussion once work on the skills gaps in the House had been completed.

**8. Freedom of Information**

Ekpe Attah provided an overview of an ongoing data protection case.

He also provided an update on an FOI case about the disclosure of party-political citations, which the Commission was withholding under the exemptions relating to the conferring by the Crown of an honour or dignity; and personal data.

**9. Any Other Business**

Dates for the next meeting were to be circulated, initially for a Tuesday from midday to 2.00pm.

**Secretariat**  
December 2013





HOUSE OF LORDS APPOINTMENTS COMMISSION

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MEETING

Tuesday 29 April 2014 at 1 Horse Guards Road, London

**Commission Members**

Lord Hart of Chilton, Lord Howard of Lympne, Lord Kakkar (Chairman), Lord Low of Dalston, Miss Gillian Peele, Sir Malcolm Ross and Baroness Scott of Needham Market

**Secretariat**

Ekpe Attah, Deborah De Beukelaer, Maggie O'Boyle and Clare Salters

**1. Chairman's update**



The Chairman had had a productive introductory meeting with the Prime Minister on 25 February, at which they had discussed a range of issues. A similar meeting with the Leader of the Opposition was scheduled for June.

On 26 February, the Chairman had appeared before the House of Lords Constitution Committee. The Committee clearly held the Commission in high regard. The evidence session had included useful discussions on the Commission's consideration of party-political nominees who were donors, and how it ensured its nominations to the crossbenches were diverse, at the same time as being appointed on merit.

The Commission was still expecting the full list of names from the political parties to vet for the next working peers list. The Secretary had written to the Cabinet Office to remind the Government not to announce the appointment of any nominees already vetted by the Commission without checking back with the Commission first. This would ensure the Commission remained content with its original advice before any public announcement was made.

**Action Point:**

- The Secretariat to arrange a meeting between the Chairman and the Deputy Prime Minister.

**2. Minutes of the last meeting HoLAC(13)5th**

The Commission agreed that these were a true and accurate record.

**3. Sifting crossbench nominations received December 2013 to April 2014  
HoLAC(14)01**

The Commission had received 40 new nominations since it had last met. The overwhelming majority of these, and the nominations the Commission had agreed to retain in December 2013, had been considered both by the Secretariat and a Sub-Committee consisting of Lord Low and Sir Malcolm Ross.

**Action Points:**

After discussion, the Commission agreed to:

- Inform those nominees listed at Annexes B and C of the paper that their nominations had been unsuccessful.
- Retain those nominees listed at Annex D.
- Inform those nominees listed at Annex E, except [REDACTED], that their nominations had been unsuccessful.
- Retain [REDACTED] nominations, and have the Secretariat provide a further assessment of [REDACTED] nomination for the Commission's consideration.
- Retain those nominees listed at Annex F, except [REDACTED], who would be informed that her nomination had been unsuccessful.

**4. Analysis of expertise in the House of Lords HoLAC(14)02**

The Commission welcomed the methodology the Secretariat had developed to take forward the analysis of expertise in the House of Lords which it had requested, and the progress made to date. It agreed this project would prove useful to its future work, but that the Commission would need to be clear – and be able to articulate clearly – how this research was to be used in conjunction with the assessment criteria the Commission already published.

**Action Point:**

- The Secretariat to extend the analysis it had carried out on HoLAC-recommended appointees to the rest of the House of Lords, focusing on professional background only, for the Commission to consider at its next meeting.

**5. Freedom of Information**

Ekpe Attah provided an overview of an ongoing data protection case and informed the Commission about a new request for information about its vetting of a party-political nominee. Information pertaining to the latter request appeared to be exempt from disclosure under several sections of the FOI Act.

**6. Communications**

Maggie O'Boyle provided an update on recent media coverage.

**7. Any Other Business**

**Action Point:**

- The Secretariat to circulate dates for the next meeting, which should take place before the Summer Recess, once there was a clearer idea of the timing of the working peers list.

**Secretariat**  
May 2014



HOUSE OF LORDS APPOINTMENTS COMMISSION

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MEETING

Monday 21<sup>st</sup> July 2014 at 1 Horse Guards Road, London

**Commission Members**

Lord Hart of Chilton, Lord Howard of Lympne, Lord Kakkar (Chairman), Lord Low of Dalston, Professor Gillian Peele, Sir Malcolm Ross and Baroness Scott of Needham Market

**Secretariat**

Ekpe Attah, Deborah De Beukelaer, Catherine Millington, Maggie O'Boyle and Clare Salters

**1. Chairman's update**

Since the last Commission meeting, the Chairman had had introductory meetings with the Deputy Prime Minister and the Leader of the Opposition.

The Prime Minister had written to the Commission to inform it that he would be extending the criteria against which he nominated distinguished public servants directly to HM The Queen for appointment to the House of Lords. The secretariat had just received one such name for vetting.

**2. Minutes of the last meeting HoLAC(14)1<sup>st</sup>**

The minutes were approved with one correction.

**3. Commission's eligibility/selection criteria relating to party-political independence**

The Commission discussed the appropriate stage of the assessment process at which to test the party-political independence of Crossbench nominees. It was agreed that the Commission's current practice, whereby it retained the flexibility to test party-political independence at any stage of the assessment process – up to and including at interview - worked well and should continue.

**4. Commission's response to Government's new approach to Prime Minister's direct nominations to the Crossbenches**

The Commission discussed the Prime Minister's letter (referred to at 1 above) and confirmed that its role remained to vet such nominations for propriety, not suitability. The Commission also noted, and welcomed the fact, that the Prime Minister remained open to a discussion about the number of recommendations to the Crossbenches that the Commission should make as part of its next list.

**5. Sifting crossbench nominations received April to July 2014**

## HoLAC(14)2nd

20 new nominations had been received since the last meeting. After discussion, the Commission agreed to:

- Inform those nominees listed at Annex A and B that their nominations had been unsuccessful, except [REDACTED].
- Retain [REDACTED] nomination and the nomination at Annex C.

### 6. Vetting of forthcoming working peers list

The Commission had received 12 names from the Conservative Party, one from the Democratic Unionist Party, three from the Labour Party, and six from the Liberal Democrat Party.

After discussion, the Commission agreed that none of the names provided cause for concern [REDACTED]. It would inform the Prime Minister of the results of its checks.

### 7. Freedom of Information

Two new requests for information had been received.

### 8. Communications

The press officer provided an update on recent media coverage.

### 9. Any Other Business

#### Action Point:

- The Secretariat to confirm the date of the next meeting [which would take place on the 4<sup>th</sup> November].

**Secretariat**  
July 2014

**HoLAC(14)3<sup>rd</sup>**

**HOUSE OF LORDS APPOINTMENTS COMMISSION**

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**MEETING**

**Tuesday 4<sup>th</sup> November 2014 at 1 Horse Guards Road, London**

**Commission Members**

Lord Howard of Lympne, Lord Kakkar (Chairman), Lord Low of Dalston, Professor Gillian Peele, Sir Malcolm Ross and Baroness Scott of Needham Market

**Secretariat**

Ekpe Attah, Catherine Millington, Maggie O'Boyle and Clare Salters

**1. Apologies**

Apologies had been received from Lord Hart of Chilton.

**2. Minutes of the last meeting HoLAC(14)2<sup>nd</sup>**

The minutes of the last meeting were approved.

**3. Sifting crossbench nominations received July to October 2014 (HOLAC(14)07)**

30 new nominations had been received since the last meeting. After discussion, the Commission agreed to:

- Retain [REDACTED] nominations, for discussion when shortlisting for interview later in the meeting.
- Retain [REDACTED] nomination for consideration at a later date.
- Inform all other nominees listed at Annexes A, B and C (HOLAC(14)07) that their nominations had been unsuccessful.

**4. Research on expertise in the House of Lords (HOLAC(14)08)**

The Commission discussed the research about expertise in the House of Lords. They agreed that, like the previous UCL research, it could not form a clear basis for targeting applications. It was agreed to postpone final decisions as to how the research might be used and the format in which it should be published to a future meeting.

**5. Shortlisting nominations for interview (HOLAC(14)09)**

After discussion, the Commission agreed to:

**HoLAC(14)3<sup>rd</sup>**

- Invite [REDACTED] to interview.
- Inform all other nominees at Annexes A, B and C (HOLAC(14)09) that their nominations had been unsuccessful.

**6. Chairman's update**

Following the summer's party political list, and the subsequent negative press coverage, the Commission had received a letter from Chi Onwurah MP (Shadow Cabinet Office Minister) about one Conservative nominee. The Chairman had taken the opportunity to respond clarifying the Commission's role in the vetting process, and put the letter on the Commission's website. The response had also been picked up by the Independent.

[REDACTED] The Chairman had then gone to speak to the Crossbenchers about the new definition of Prime Minister's exceptions, which had been set out earlier in the year, and to further clarify the Commission's role. This had been a positive meeting.

**7. Freedom of Information**

There had been a small flurry of requests for information, mainly related to the Commission's vetting role. Information had been released about the number of appointments the Commission had rejected after vetting, but the reasons for the rejections had been withheld.

The High Court hearing relating to the ongoing Data Protection case would be occurring later in November.

**8. Communications**

The press officer provided an update on recent media coverage.

**9. Any Other Business**

**Action Point:**

- The Secretariat to send out a schedule for the upcoming interviews and to confirm the date of the next meeting [which would take place on the 15<sup>th</sup> January].

**Secretariat**  
November 2014



HoLAC(15)

HOUSE OF LORDS APPOINTMENTS COMMISSION

MEETING

Thursday 15<sup>th</sup> January 2015 at 1 Horse Guards Road, London

**Commission Members**

Lord Hart of Chilton, Lord Howard of Lympne, Lord Kakkar (Chairman), Lord Low of Dalston, Professor Gillian Peele, Sir Malcolm Ross and Baroness Scott of Needham Market

**Secretariat**

Ekpe Attah, Deborah De Beukelaer, Catherine Millington, and Maggie O'Boyle

**1. Apologies**

Apologies had been received from Clare Salters.

**2. Minutes of the last meeting HoLAC(14)3<sup>rd</sup>**

The minutes of the last meeting were approved.

**3. Chairman's update**

The name of the last of the Prime Minister's nominations to the crossbenches had been received; the individual was in the process of being vetted, and the secretariat was waiting to hear back from one agency. The Commission was content to approve the nomination if the agency came back with no comments.

[REDACTED]

The Commission agreed that if an individual was still an active member of a party, it would be inappropriate for them to join the crossbenches. If they had left the party, they could go through the HoLAC route, and would be assessed in the same way as other candidates.

Action point: the Secretariat to draft a response to the letter.

The Commission was still waiting for the Court's decision in the [REDACTED] DPA case.

**4. Consideration of nominations following interviews**

The Commission made an amendment [REDACTED]

HoLAC(15)

[REDACTED]. The Commission was happy with all other records of interviews, with the exception of two spelling mistakes.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

The Commission discussed each candidate to satisfy themselves that they had been assessed correctly. The Commission concluded they were happy with the assessment of

[REDACTED]

[REDACTED]

**5. Communications**

The press officer provided an update on recent media coverage.

**6. Any Other Business**

The second interview of [REDACTED] was confirmed to take place on Tuesday 3<sup>rd</sup> February at 10 am, with Lord Kakkar, Lord Hart and Lord Howard on the panel.

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**HoLAC(15)**

The follow-up Commission meeting was confirmed to take place on Thursday 5<sup>th</sup> February at 10 am. Baroness Scott would be unable to attend.

**Secretariat**  
January 2015

OFFICIAL – SENSITIVE

Page 3 of 3



HOLAC (15)2nd  
HOUSE OF LORDS APPOINTMENTS COMMISSION

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MEETING

Thursday 5<sup>th</sup> February 2015 at 1 Horse Guards Road, London

**Commission Members**

Lord Hart of Chilton, Lord Howard of Lympne, Lord Kakkar (Chairman), Lord Low of Dalston, Professor Gillian Peele, and Sir Malcolm Ross.

**Secretariat**

Ekpe Attah, Deborah De Beukelaer, Catherine Millington, Maggie O'Boyle, and Clare Salters.

**1. Apologies**

Apologies had been received from Baroness Scott.

**2. Minutes of the last meeting HoLAC(15)1<sup>st</sup>**

The minutes of the last meeting were approved, subject to making it clear that the Commission had not made any recommendations to the Prime Minister for non-party-political peerages in 2013 or 2014.

**3. Chairman's update**

The High Court had handed down its judgment on the claim made against the Commission under the Data Protection Act. The Court had found in favour of the Commission's arguments in all respects.

The vetting of the last of the Prime Minister's direct nominations to the Crossbenches (during the current Parliament) had been completed. The Commission was therefore content to approve the nomination.

The Chairman had responded to the letter from [REDACTED], as agreed at the last meeting.

**4. Agreeing which nominees to recommend for appointment**

A panel made up of Lord Kakkar, Lord Howard and Lord Hart had interviewed [REDACTED] for the second time. [REDACTED]

HOLAC (15)2nd

There were now six candidates with a score of 1: [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

The Commission discussed whether it should retain or reject the remaining names. [REDACTED]

[REDACTED]

**5. Any Other Business**

Lord Hart noted that the most recently appointed Supreme Court Justices had not been granted peerages, and were therefore not able to join the Lords automatically on their retirement.

[REDACTED]

At the next meeting, the Commission would consider new nominations received and the work on the analysis of the skills in the House of Lords. This would be preceded by a Sub-Committee

HOLAC (15)2nd

meeting for an initial sift of the new nominations. [REDACTED]  
[REDACTED]

Action Point: the Secretariat to set up a Sub-Committee meeting and a Commission meeting after Easter, and a Commission meeting in June [REDACTED]  
[REDACTED]

**Commission Secretariat**  
February 2015





HOLAC (15)3<sup>rd</sup>  
HOUSE OF LORDS APPOINTMENTS COMMISSION

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MEETING

Tuesday 21<sup>st</sup> April 2015 at 1 Horse Guards Road, London

**Commission Members**

Lord Hart of Chilton, Lord Kakkar (Chairman), Lord Low of Dalston, Professor Gillian Peele, Sir Malcolm Ross, and Baroness Scott of Needham Market.

**Secretariat**

Ekpe Attah, Deborah De Beukelaer, Catherine Millington, Maggie O'Boyle, and Clare Salters.

**1. Apologies**

Apologies had been received from Lord Howard.

**2. Minutes of the last meeting HoLAC(15)2<sup>nd</sup>**

The minutes of the last meeting were approved.

**3. Chairman's update**

[REDACTED]

[REDACTED]

[REDACTED]

HOLAC (15)3<sup>rd</sup>

After discussion, the Commission agreed to add [REDACTED] to the list of names to be submitted to the Prime Minister, along with [REDACTED].

The Commission had not yet received a dissolution list of appointments to the political benches.

At the January meeting, the Commission had received a letter from [REDACTED]

[REDACTED]

[REDACTED]

There had been two academic reports related to the work of the Commission published recently. Meg Russell, at the UCL Constitution Unit, had published 'Enough is Enough'. Lord Low had attended the launch. The report criticized what it believed to be the excessively large membership of the Lords, and made recommendations about its size could be reduced. There had been a report from Oxford University, 'Can Donations Buy You a Peerage?' which found a correlation between donations and peerages, but no evidence of causation. It also acknowledged that donors who had received peerages had impressive credentials in any event.

[REDACTED]

**Action point:** the secretariat to produce a paper about the implications of HoLAC becoming a statutory commission for a meeting in the autumn.

**4. Sifting non-party-political nominations received November 2014 to March 2015 - HoLAC (15)02**

The Commission had received 43 nominations since it last considered crossbench nominations at the meeting in November. The secretariat and a sub-committee of the Commission had sifted them. There were also two nominations who were considered in November, but who had sent in additional information immediately afterwards, before the decision had been communicated to them. These two nominations were also to be reconsidered.

There appeared to have been an increase in the number of nominations made by individuals with significant current or recent party-political activity. The Commission also noted the high percentage of nominations from the health sector.

HOLAC (15)3<sup>d</sup>

Annex C contained the nominations recommended for rejection. After discussion, the Commission agreed to reject all 27 of these nominations:

[REDACTED]

Annex A contained the nominations recommended for retention for further consideration. After discussion, the Commission agreed to retain five:

[REDACTED] and to reject one: [REDACTED]

Annex B contained the nominations recommended for detailed consideration. After discussion, the Commission agreed to retain three: [REDACTED]; and reject nine:

[REDACTED]

**Action Point:** the secretariat to write to the 37 unsuccessful nominees after the end of the pre-election period.

**5. Proposed changes to vetting procedures HoLAC(15)03**

[REDACTED]

[REDACTED]

[REDACTED]

**6. Overview of parties' post-Election plans for Lords reform HoLAC(15)04**

The secretariat had reviewed the political parties' manifestos to note their differing House of Lords reform policies, and their potential to impact on work of the Commission.

**7. Freedom of Information**

HOLAC (15)3<sup>rd</sup>

Catherine Millington gave an oral update on recent and ongoing Freedom of Information requests.

It was agreed that the Commission should review its data retention policy in the near future.

**8. Communications**

The press officer, Maggie O'Boyle, gave an oral update on recent media and press coverage.

**9. Any other business**

Clare Salters informed the Commission that [REDACTED]

The Commission would next meet at the end of June or beginning of July.

**Action Point:** the secretariat to confirm the time and date of the next Commission meeting.

**Commission Secretariat**  
May 2015

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**HOLAC (15)4<sup>th</sup>**  
**HOUSE OF LORDS APPOINTMENTS COMMISSION**

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**MEETING**

**Tuesday 28<sup>th</sup> July 2015 at 1 Horse Guards Road, London**

**Commission Members**

Lord Hart of Chilton, Lord Howard of Lympne, Lord Kakkar (Chairman), Professor Gillian Peele, Sir Malcolm Ross, and Baroness Scott of Needham Market.

**Secretariat**

Ekpe Attah, Catherine Millington, Maggie O'Boyle, Vicky Ramsden, Clare Salters and Alex Young.

**1. Apologies**

Apologies had been received from Lord Low.

**2. Minutes of the last meeting HoLAC(15)3<sup>rd</sup>**

The minutes of the last meeting were approved.

**3. Vetting party nominations – HoLAC15(05)**

The Commission had received 30 names from the Conservative Party, 8 from the Labour Party, 11 from the Liberal Democrats and 1 from the DUP.

Following discussion, the Commission agreed that 42 names could be supported now, but further information was required before a final decision could be made on the full list.

**Action Point:** the secretariat to circulate the additional information and further discussion to take place by correspondence.

**4. Sifting non-party-political nominations received April 2015 to June 2015 –  
HoLAC(15)06**

The Commission had received 28 nominations since it last considered crossbench nominations at the meeting in April. The secretariat and a sub-committee of the Commission had sifted them.

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**HOLAC (15)4<sup>th</sup>**

After discussion, the Commission agreed to reject all names, apart from [REDACTED], who would be retained for further consideration.

**Action Point:** the secretariat to write to the 27 unsuccessful nominees.

**5. Update on HoLAC's nominations**

HoLAC's four crossbench appointments had now received formal approval from The Queen, and the Commission discussed the timing of the announcement of their peerages. It was agreed that there was a need to separate HoLAC's nominees from the political list, and so the timing of the announcement would have to depend on when the dissolution list was published.

There were two interviewees that the Commission had not yet decided whether to retain or reject. Following discussion, it was decided that [REDACTED] should be rejected along with the other six unsuccessful interviewees, and that a meeting with HMRC should take place before a final decision was taken on [REDACTED]

**6. Annual Report – HoLAC(15)07**

Commission members were asked to send any comments on the draft Annual Report to the secretariat.

**7. Communications**

The press officer, Maggie O'Boyle, gave an oral update on recent media and press coverage.

**Commission Secretariat**  
July 2015

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**HOLAC (15)5<sup>th</sup>**  
**HOUSE OF LORDS APPOINTMENTS COMMISSION**

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**MEETING**

**Thursday 22nd October 2015 at 1 Horse Guards Road, London**

**Commission Members**

Lord Hart of Chilton, Lord Howard of Lympne, Lord Kakkar (Chairman), Lord Low of Dalston, Professor Gillian Peele, Sir Malcolm Ross, and Baroness Scott of Needham Market.

**Secretariat**

Ekpe Attah, Catherine Millington, Alex Morrow, Maggie O'Boyle and Clare Salters.

**1. Apologies**

None received.

**2. Minutes of the last meeting HoLAC(15)4th**

The minutes of the last meeting were approved.

**3. Communications Update (oral update)**

The press officer, Maggie O'Boyle, gave an oral update on recent media and press coverage. It was agreed that she would give advice on interview techniques to those members of the Committee who feel this would be beneficial to them.

**4. Chairman's Update**

The Chairman updated the Commission on interactions in relation to recent correspondence that he has received, and in particular two letters from separate individuals. His replies will be circulated to the Committee.

The Committee discussed various aspects of its decision making process in relation to political nominees.

**Action point:** Letters to be circulated to Committee members

**5. Sifting non party political nominations received July-September 2015**

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**HOLAC (15)5<sup>th</sup>**

The Committee had received 28 nominations since it last considered applications at the July meeting. They had been sifted by the Secretariat.

After discussion, the Committee agreed to reject all names other than [REDACTED] who would be retained for further consideration.

**Action point:** Secretariat to write to the 25 unsuccessful nominees.

**6. Issues arising from recent political lists:**

**(i) Consent HoLAC (15)09**

The Committee discussed the possibility of dropping the requirement for an individual to give consent before nomination. It was concluded that consent should continue to be sought at the outset.

**(ii) Vetting Criteria HoLAC (15) 10**

A discussion took place around the criteria that the Committee uses when vetting nominees. It was decided that the [REDACTED] should in future be approached as a matter of course. It was also decided to remind political parties that citations should make clear the link between themselves and a nominee in regards to donation of funds.

**Action points:** Secretariat to explore possibility of creating a Memorandum of Understanding with each of the above three organisations.

**(iii) Vetting timetable HoLAC (15) 11**

The Committee discussed the possibility of constructing a timetable for the vetting of future nominations. It was concluded that this would not be practical.

**7. FOI update**

Catherine Millington provided an oral update on recent Freedom of Information requests submitted to the Committee Secretariat.

**8. AOB**

None. Date of next meeting to be arranged.

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HOLAC (15)5<sup>th</sup>

**Commission Secretariat**  
October 2015

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**HOLAC (16)(1st)**  
**HOUSE OF LORDS APPOINTMENTS COMMISSION**

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**MEETING**

**Monday 29th February at 1 Horse Guards Road, London**

**Commission Members**

Lord Howard of Lympne, Lord Kakkar (Chairman), Lord Low of Dalston, Professor Gillian Peelé, Sir Malcolm Ross.

**Secretariat**

Clive Barbour, Alex Morrow, Maggie O'Boyle and Clare Salters.

**1. Apologies**

Apologies were received from Lord Hart and Baroness Scott.

**2. Minutes of the last meeting HoLAC(15)5th**

The minutes of the last meeting were approved.

**3. Chairman's Update**

The Chairman stated that the paper updating previous research on expertise within the House of Lords has now been published on the Commission website.

A third letter had been received from [REDACTED] in relation to his nomination; the correspondence is now considered to be closed.

In response to a question from Lord Howard, the Chairman stated that he had no information on whether there is likely to be a new list of nominees other than what has been reported in the press. If there is a large list presented to the Commission, it is likely to take a month to conclude the vetting process. It was agreed that it would be very difficult to do this during August, when officials in Departments and Agencies were less available as were Commissioners and the secretariat.

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HOLAC (16)(1st)

**4. Communications Update**

The press officer, Maggie O'Boyle, gave an oral update on recent media and press coverage.

**5. Consideration of retained nominations October 2014 - November 2015 (HoLAC 16 (01))**

Clive Barbour informed the Commission that there were 13 nominations that had been retained following previous sifts.

Of the names on the retained list, it was decided that the following candidates would be interviewed between April and June:

[REDACTED]

The following Commissioners declared that they knew the following candidates:

Malcolm Ross and Lord Howard stated they knew [REDACTED]  
Gillian Peele, Lord Howard and Lord Low stated they knew [REDACTED]

**Action Point:** The seven unsuccessful candidates to be informed in writing.

**6. Consideration of new nominations November 2015 - January 2016 (HoLAC 16 (02))**

Alex Morrow introduced the paper detailing nominations that had been received in the period November 2015 - January 2016. There were a total of thirty-two candidates. Following discussion, the Commission agreed that the following nominees should be put forward for interview:

[REDACTED]

**Action Point:** Thirty unsuccessful candidates to be informed in writing

**7. Wider Strategic Issues**

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**HOLAC (16)(1st)**

Clare Salters gave an update on progress towards the signing of a Memorandum of Understanding between the Commission and other organisations involved in carrying out vetting checks.

**8. FOI update**

Clive Barbour stated that following a recent FOI request, the minutes of all meetings from 2006 were now on the Commission's website.

**9. AOB**

The next date being held for a meeting of the Commission was 8th June.

**Commission Secretariat**  
March 2016

OFFICIAL - SENSITIVE



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HOLAC (16)(2nd)  
**HOUSE OF LORDS APPOINTMENTS COMMISSION**

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**MEETING**

**Wednesday 8th June at 1 Horse Guards Road, London**

**Commission Members present:**

Lord Howard of Lympne, Lord Hart of Chilton, Lord Kakkar (Chairman), Lord Low of Dalston, Professor Gillian Peele, Sir Malcolm Ross and Baroness Scott of Needham Market.

**Secretariat**

Clive Barbour, Maggie O'Boyle and Clare Salters.

**Minutes of the last meeting HoLAC(16)1st**

1. The Commission approved the minutes of the last meeting.

**Chairman's Update**

2. The Chairman updated the full Commission on the interview process that was underway in respect of the eight retained candidates. Four candidates had already been interviewed with another two due to be interviewed the following day and the final two before the end of June.
3. The Chairman informed the Commission that he had requested a meeting with the Prime Minister and the Leader of the Opposition. These requests were being considered by their respective offices.
4. The Chairman was due to give evidence to the Constitution Committee on 13 July.
5. The Commission discussed recent speculation regarding a party-political list after the referendum on continued membership of the EU. Given reduced availability within the Commission and relevant Departments and Agencies necessary for vetting checks the

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**HOLAC (16)(2nd)**

Commission discussed signalling to the parties that it would be unlikely to be able to reach final decisions on any list during August. It was agreed that dates for possible meetings of the Commission would be canvassed for late July and early September to hold in the diary against the possibility of a political list being sent to the Commission very soon after the Referendum.

**Communications Update**

6. The press officer, Maggie O'Boyle, gave an oral update on recent media coverage.

**Consideration of new nominations November 2015 - January 2016 (HoLAC 16 (02))**

7. Clive Barbour introduced the paper detailing nominations that had been received in the period January 2016 – May 2016. There were a total of thirty candidates and the Secretariat had carried out an initial sift grouping candidates A, B+, B and C.

8. The Commission considered the B and C groups. Lord Kakkar declared that he had [REDACTED] but did not know any of them sufficiently well enough to need to recuse himself from the consideration process. None of the nominations in this group were retained.

9. The Commission considered the B+ group. Lord Kakkar declared that he knew [REDACTED] and [REDACTED] professionally. The Commission decided to retain the following applications from the B+ group:

[REDACTED]

10. The Commission then considered the A group. Lord Kakkar declared that he knew [REDACTED] professionally. The Commission decided to retain the following application from the A group:

[REDACTED]

11. The unsuccessful candidates would be informed in writing.

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**HOLAC (16)(2nd)**

12. The Commission agreed that, given the possibility that numbers of applications would increase in future, the process of a subcommittee (of two of the three independent members) reviewing the secretariat's sift recommendations before these were put to the full Commission should be resumed.

**Business Plan (HoLAC 2016(04))**

13. The Commission considered whether it should produce and publish a Business Plan. While recognising that this was normally good practice for an NDPB, given the limited nature of the Commission's role and the publicly available information already on its website the Commission decided a further document was unnecessary.

**Constitution Committee**

14. The Chairman briefed the Commission on preparations for his evidence session before the Constitution Committee on 13 July.

15. It was agreed that the Hansard transcript of last year's Constitution Committee's hearing would be circulated to the Commission.

**FOI update**

16. Clive Barbour updated the Commission on the nature of the single FOI case that had been received since the last meeting.

**AOB**

17. The next date being held for a meeting of the Commission was 5th October.

**Commission Secretariat**

June 2016

OFFICIAL - SENSITIVE



OFFICIAL - SENSITIVE

HOLAC (16)(3rd)  
**HOUSE OF LORDS APPOINTMENTS COMMISSION**

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**MEETING**

**Wednesday 5th October at 1 Horse Guards Road, London**

**Commission Members present:**

Lord Howard of Lympne, Lord Hart of Chilton (via telephone link), Lord Kakkar (Chairman), Lord Low of Dalston, Professor Gillian Peele, Sir Malcolm Ross

**Secretariat**

Ekpe Attah, Clive Barbour, Alex Morrow and Maggie O'Boyle.

**Apologies received from:**

Baroness Scott of Needham Market

**Minutes of the last meeting HoLAC(16)1st**

1. The Commission approved the minutes of the last meeting, with an addition to paragraph 8 to state that Lord Kakkar did not know the individuals sufficiently well to need to recuse himself from consideration.

**Chairman's Update**

2. The Chairman updated the full Commission on his planned appearance before the Constitution Committee. This is likely to happen either in early December or in January. It was agreed that a transcript of his last appearance before the Committee would be circulated to the Commission.

3. The Chairman informed the Commission that he is waiting to hear from No.10 in relation to a meeting with the Prime Minister. The Commission currently has no guidance on numbers or timing of future cross-bench appointments. Guidance will also need to be sought on party-nominated Commissioners as the term of the three current party-nominated Commission members expires on 19<sup>th</sup> November. The Chairman reassured the Commission that he is pursuing every route to talk to the Prime Minister.

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HOLAC (16)(3rd)

4. The Chairman suggested that the Commission might consider formulating some advice for No.10 about the future role of HOLAC. After discussion, it was decided that this is a matter for the Prime Minister and it is not for the Commission to provide input.

5. The Chairman informed the Commission that he has now taken up post as Chairman of the Judicial Appointments Committee, and that he was relinquishing remuneration for his role as HOLAC Chair.

#### **Prioritising Candidates for Appointment**

6. The Chairman stated that the Commission interviewed eight candidates over the spring and summer months. Two of those, [REDACTED], were considered unappointable. The Commission agreed that those nominations would not be taken any further.

7. It was agreed that the remaining six candidates would be ranked in order of appointability. The Chief Executive ran through the published appointment criteria, and suggested that the Commission consider how each individual might contribute to the House more widely than their own area of expertise.

8. Each Commissioner stated their preferred order of merit. Baroness Scott had previously undertaken this exercise and her views were also considered during the discussions that followed. A consensus was reached, and it was agreed that the nominations to the House of Lords should be recommended in the following order:

[REDACTED]

9. Following some debate, the Commission agreed that the nomination of [REDACTED] should not be taken forward. It was also agreed that no names would be put forward to No. 10 until January.

*Action: Three unsuccessful candidates to be informed in writing*

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HOLAC (16)(3rd)

**Communications Update**

10. Maggie O'Boyle informed the Commission that there had been a leak to the press of the Honours List on 29<sup>th</sup> July. She had received lots of calls in relation to the timing of the Shami Chakrabati nomination and whether it was a reward for her enquiry into anti-semitism in the Labour party. No comment on individual cases was made.

11. The Chief Executive stated that Cabinet Office had conducted a leak enquiry, and although no conclusion was reached it was communicated that there was no suspicion directed towards any member of the Commission.

**Any Other Business**

12. The Chairman thanked the three party-political members of the Commission for their kindness, hard work and the insight they have provided during their term of office. He indicated that it was his wish that the Prime Minister ask them to stay on.

13. The Chairman reminded Commissioners that we are currently holding 15<sup>th</sup> December for the next Commission meeting.

**Commission Secretariat**  
October 2016

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HOLAC (17)(1st)  
HOUSE OF LORDS APPOINTMENTS COMMISSION

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MEETING

Tuesday 4<sup>th</sup> April 2017 at 1 Horse Guards Road, London

**Commission Members present:**

Lord Howard of Lympne, Lord Hart of Chilton, Lord Kakkar (Chairman), Lord Low of Dalston, Professor Gillian Peele, Sir Malcolm Ross and Baroness Scott of Needham Market.

**Secretariat**

Clive Barbour, Alex Morrow and Maggie O'Boyle.

**Minutes of the last meeting HoLAC(16) 3rd**

1. The Commission approved the minutes of the last meeting.

**Chairman's Update**

2. The Chairman welcomed the re-appointment of Baroness Scott (Liberal Democrat) and Lord Hart (Labour) as political members of the Commission. He noted that Lord Howard (Conservative) had agreed to remain as a member until a replacement for was found.
3. The Chairman updated the Commission on the written evidence that he had submitted to the Public Administration and Constitutional Affairs Committee in relation to their inquiry into *An Effective Second Chamber*. This had been published on their website. Lord Low stated that he had also sent separate independent evidence to the inquiry. The Chairman also updated the Commission on the oral evidence he gave to the Constitution Committee in January. The Committee had indicated that it was happy with the work undertaken by HOLAC and its useful function in advising the Prime Minister.

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HOLAC (17)(1st)

4. Lord Kakkar gave a report on the meeting he had with the Prime Minister earlier in the year. He described the work that Commission undertook and the informed her that the Commission had a list of cross-bench nominations but that it Commission would await her thoughts on numbers and timing. The Prime Minister had asked her staff for advice on what approach to take in future.

5. Lord Kakkar stated that he has been invited to give evidence to the Lords Speakers Committee on the size of the House on 2<sup>nd</sup> May. He did not have any detail on the questions he would be asked, but the Chairman would advise that if any new role was suggested for HOLAC it would be totally dependent on the Commission receiving instructions from the Prime Minister.

**Consideration of new nominations June 2016 – March 2017 (HoLAC 17 (01))**

7. The Commission considered the paper detailing the nominations that had been received from June 2016. Two sub-committee sifts had taken place since then.

8. The Commission considered those candidates ranked as 'A'. It was decided to retain only [REDACTED] from that list.

9. The Commission then considered the 'B' candidates. It was agreed that [REDACTED] was a strong candidate but felt it was more suited for appointment as a Prime Minister's Exception. It was agreed that the Chairman would speak to No.10 to suggest that they consider this. The Commission decided to retain [REDACTED] from this list. Malcolm Ross declared that he knew this candidate.

10. The Commission decided not to proceed with those nominations ranked 'C' and those where the applicants had connections to political parties. This leaves the following nominees on the 'retained' list. The Commission agreed to consider these candidates again when it next met, with a view to deciding whether any should be taken forward to interview stage.



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HOLAC (17)(1st)

The unsuccessful candidates would be informed in writing in the usual way.

**Communications Update**

11. The press officer, Maggie O'Boyle, gave an oral update on recent media coverage.

**Any Other Business**

12. The Chairman proposed that Secretariat support for HOLAC should be moved away from the Civil Service Commission and placed instead with the Honours Secretariat. He explained how their work was more closely aligned with the work undertaken by the Commission. It was agreed that there would be merit in the change as long as those involved in supporting the Commission reported directly to it and not to, or through Cabinet Office. Sue Gray, Director General of Propriety and Ethics at the Cabinet Office, had been asked to prepare a paper setting out the arrangements ahead of a formal transfer later in the year.

**Commission Secretariat**  
April 2017

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HOLAC (17)(2nd)  
**HOUSE OF LORDS APPOINTMENTS COMMISSION**

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**MEETING**

**Tuesday 21<sup>st</sup> November at Millbank House, London**

**Commission Members present:**

Lord Howard of Lympne, Lord Clark of Windermere, Baroness Scott of Needham Market, Lord Kakkar (Chairman), Lord Low of Dalston, Professor Gillian Peele, Sir Malcolm Ross

**Secretariat**

Pete Lawrence, Alex Morrow and Maggie O'Boyle.

**Honours and Appointments:**

Helen Ewen, Alison Bennett

**Death of Lord Hart of Chilton**

1. The Chairman paid tribute to the late Lord Hart and the contribution he made to the Commission. He then welcomed Lord Clark of Windermere as the representative of the Labour Party.

**Minutes of the last meeting HoLAC(16)3rd**

2. The Commission approved the minutes of the last meeting.

**Chairman's Update**

3. The Chairman updated the Commission on the evidence he provided to the Lord Speaker's Committee on the size of the House, noting that HOLAC's emphasis on ensuring its nominees are committed to attending the House on a regular basis was very well received.

4. The Chairman recently spoke to the Prime Minister, who expressed her gratitude for the advice which the Commission gave following the vetting of her Exceptions list.

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HOLAC (17)(2nd)

5. [REDACTED]

6. [REDACTED]

**Consideration of Retained Nominations**

7. In the light of the Burns Report, it was agreed the Commission would take a conservative view in the future, and ensure that any names that do go forward are of the highest calibre.

8. The Commission considered the two individuals who were considered suitable for a peerage following interviews last year, but had been ranked fourth and fifth in that list. It also considered the names of those who had been retained after previous Commission meetings.

9. Following discussion, it was agreed that all retained names would be discarded. Those being:

[REDACTED]

10. The Chairman declared that he personally knew [REDACTED]. Gillian Peele declared she knew [REDACTED], and Malcolm Ross declared that he knew [REDACTED].

HOLAC (17)(2nd)

**Sifting of new nominations**

11. 59 new nominations had been received since the last Commission meeting. These nominations had been sifted by the Secretariat and by the sub-Committee. They were scored as 'A' 'B+' 'B' or 'C'.

12. The Commission considered all names. Following discussions, it was agreed to reject each one except for [REDACTED], who will be retained.

**Report of the Lord Speaker's Committee on the size of the House**

13. The Chairman ran through the details of the report and the possible expanded future role for the Commission. Discussion centred around the proposal that HOLAC should speak to political appointees and explain to them the time commitment that is required of peers. Both Lord Howard and Baroness Scott stated that they did not feel this was appropriate as it was related to suitability for the role rather than propriety. It was agreed that the Commission would reject this task on that basis.

14. The Chairman stated that he intended to speak positively on the other aspects of the report, and the oversight role envisaged for HOLAC in the future, when the House debates the report in December.

**New Website**

15. Alex Morrow updated the Commission on progress towards a new and updated HOLAC website, which it is hoped will be up and running in the near future.

**Transfer of Secretarial Support**

16. Pete Lawrence and Helen Ewen updated the Commission on the transfer of support from the Civil Service Commission to the Honours Secretariat. A paper is being prepared by the Honours team that will set out future arrangements. The Chairman underlined the importance of maintaining the Commissions independence from Cabinet Office.

**Communications Update**

17. Maggie O'Boyle updated the Commission, drawing their attention to press coverage of the Burns report and a report from the Electoral Reform Society on the number of peers who made no contribution to the work of the Lords over the past year. She also

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**HOLAC (17)(2nd)**

stated that she would prepare a press release in relation to the announcement of the three HOLAC nominations:

**Any Other Business**

18. Lord Howard stated that he will no longer be part of the Commission after the end of this year. The Chairman thanked him for his outstanding contribution. It was agreed that a Conservative replacement would need to be found before January, to ensure a full complement when the Commission is required to vet the imminent political list.

19. It was noted that the Chairman and the three independent members of the Commission are due to complete their terms in October 2018.

**Commission Secretariat**  
November 2017

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