

HOUSE OF LORDS
APPOINTMENTS COMMISSION
Room G/38, 1 Horse Guards Road, London SW1A 2HQ
General Enquiries: 07872 828699
Internet: <http://lordsappointments.independent.gov.uk>
E-mail: enquiry@lordsappointments.gov.uk

Ref: HOLAC FOI 2023/7

6 July 2023

By email: [REDACTED]

Dear [REDACTED]

FREEDOM OF INFORMATION ACT REQUEST

I am replying to your Freedom of Information request, which the House of Lords Appointments Commission (the Commission) received on 12 June 2023.

You asked:

1. *To list & detail the Secretariat or Administrative Support structure for the Commission, provided one exists.*

2. *To state the staffing number of any structure revealed under Request 1. Personal information of staff is not requested.*

We are writing to advise you that following a search of our paper and electronic records, we have established that the information you requested is held by the House of Lords Appointments Commission.

The Secretariat to the House of Lords appointment Commission is responsible for providing the administrative support to enable the Commission to carry out its work. This includes organising meetings of the Commission and drafting the relevant meeting papers, supporting the Chair of the Commission as necessary and managing the crossbench application process. The Secretariat is staffed by the Cabinet Office, though its work is carried out independently. It is made up of the Secretary to the Commission (senior civil servant) and additional staff who complete the day to day responsibilities.

In regards to 2), the Secretariat is staffed by <5 people. We are not obliged, under section 40(2) of the Freedom of Information Act, to provide information that is the personal information of another person if releasing it would contravene any of the

provisions in the Data Protection Act 1998 (DPA). In this instance, we believe that releasing a more specific number might allow members of the Secretariat to be identified, contravening the first data protection principle, and therefore section 40(2) is engaged.

If you are unhappy with this response to your request, you may write to the Secretary to the Commission, Alison Bennett, to ask for an internal review by another person not involved with this request. Please note that we will not normally accept an application for internal review if it is received more than two months after the date that the reply was issued.

If you are not content with the outcome of your internal review, you may apply directly to the Information Commissioner for a decision.

Generally, the Commissioner cannot make a decision unless you have exhausted the complaints procedure provided by HOLAC.

The Information Commissioner can be contacted at:

The Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
SK9 5AF

Yours sincerely,

Secretariat to the House of Lords Appointments Commission