



Restoration & Renewal Delivery Authority Board

Board Summary

Meeting Date	Monday 25 April 2022
Meeting Location	64VS, 1 st floor: Bill Room / MS Teams
Meeting Time	1230 - 1630

Members Present

Name	Position
Mike Brown CBE MVO	Chair
David Goldstone CBE	Chief Executive
Matthew White	R&R Programme Director
Anne McMeel	Non-Executive Director
Anne Baldock	Non-Executive Director
Simon Thurley CBE	Non-Executive Director
Simon Wright OBE	Non-Executive Director
Dr Stephen Duckworth OBE	Non-Executive Director

Member Apologies

Neil Sachdev MBE	Non-Executive Director
Tanya Coff	Chief Financial Officer

General Counsel in Attendance

Name	Position
Jane Mee	General Counsel
Richard Caseley	Interim Head of Corporate Governance Process

In Attendance

Name	For items	Position
Paul Lindsay	2.1	Health, Safety & Wellbeing Lead
Catherine Murphy	6.1	Head of Financial Control & Business Partnering
Omar Rouchdy	8.2	Head of Sustainability
Janet Campbell	All	Human Resources Director
Claire Maugham	All	Communications Director
Laura Camilletti	All	Governance Support Officer



Lianne Corris	All	Chief of Staff
Linda Thomson	All	Executive Office Manager

1. Introductions

The Chair opened the meeting and noted that a quorum was present.

There were no new declarations of interest.

2. Health, Safety, Wellbeing and Security

Prior to the meeting, a security briefing was provided to the Board by the Director of the Centre for Protection of National Infrastructure.

The importance of management of security on the Programme and the need to continually re-enforce the need for security awareness and vigilance, was acknowledged, including the need for Board Members to role model good security practices.

2.1 Critical Safety Risks

Paul Lindsay briefed the Board on the critical safety risks. It was noted that critical safety risks are low frequency high impact risks and a programme of proactive measures and leading indicators is proposed to help reduce the likelihood of such risks materialising.

The Board ENDORSED the concept of critical risks for health and safety and NOTED that the Board will be updated on the critical risks.

3. Chief Executive Report

David Goldstone briefed the Board. The following points were noted:

- The Task Brief has been revised to omit the QEII surveys, as advised by the House Authorities.
- The Interim locations for welfare facilities have been agreed. Finalisation of the long term location remains subject to approval by the House Authorities.
- A key focus for the next few months will be working towards the House debates on the future Governance and direction of the Programme. The debates are expected to take place in July 2022 and to focus on changes in sponsor function and overall governance. The focus within the Delivery Authority is on the new approach to the works, which is being developed in parallel.
- The Sponsor Board will continue to meet, albeit less frequently, pending amendments to the legislation and the establishment of the new Sponsor function.



- The DA has advised the House Authorities on the benefits of extending this summer recess and future summer recesses to support the survey work. The House Authorities are currently considering their approach.
- In the budget approval process the Sponsor Board asked for ‘deep dive’ reviews into D&D, corporate functions and programme management.

Matt White spoke to the Programme Report. The need to expedite agreement of Technical Standards is being re-escalated to the R&R Steering Group.

4. Developing New Proposals

Matt White verbally updated the Board on the work undertaken since the last Board Meeting and the plans for the next few months. The following points were noted:

- Design studies (scope and what to deliver) – Work has been undertaken to identify the balance between priority and optional works in each of the 12 design areas.
- Scope proposals will be overlaid with delivery, cost and schedule considerations and iterative feedback will be sought to reduce the number of options for assessment.
- The Board will be briefed on (1) the priority scope work, (2) BDP studies on option-neutral areas (fire protection, building services and accessibility) and (3) Jacobs construction studies on ‘how to deliver’.

5. Future Operating Framework

David Goldstone provided a verbal update. An R&R update by the House Administrations is being finalised and will be shared with Board Members for information shortly, and the Independent Advice and Assurance panel has been established and is due to carry out its review of the operating framework proposals in May.

6. Financial Position and Budget

Catherine Murphy provided a verbal update on the year end cash balance position and noted that the stand-down on the QEII has been offset against the overprogramming allowance.

It was noted that the deep dives with the Sponsor Body on Programme Management, Data and Digital and Corporate areas are due to commence shortly and the Annual Reports & Accounts were progressing on schedule.



7. People Matters

Janet Campbell provided a verbal update on the resourcing position and the learning and development programme on change capability, readiness and resilience.

On behalf of the Board, Mike Brown thanked Janet and her team for the support they have provided to the organisation during the challenging last few months.

8. Other Matters

8.1 Organisational Performance Summary (inc. 21/22 Performance Dashboard)

David Goldstone presented the Organisational Performance Summary to the Board, noting that the performance summary, together with an internal audit review of its results, would be submitted to the Risk, Assurance & Audit Committee for endorsement, prior to the Nominations & Remuneration Committee (N&RC) consideration of Performance Awards.

8.2 Sustainability Strategy

Matt White and Omar Rouchdy presented the sustainability strategy for discussion. The key points were noted:

- The Strategy has been revised to take account of the Joint Commission parameters.
- Technological obsolescence, whole life value, existing Parliamentary Estate objectives and the directives from the Government Taskforce on climate related financial disclosures are additional factors which are being further considered.

The Board NOTED the updated Sustainability Strategy, which will be further discussed prior to being brought back to the Board.

9. Board and Finance Committee Effectiveness Review Findings

Richard Caseley spoke to the Board and Finance Committee governance effectiveness reviews, noting the key points and recommendations. The Board ENDORSED the recommendations of the review.



10. Feedback to Sponsor Body Chief Executive, Sarah Johnson

Mike Brown provided a verbal overview of key points discussed earlier in the meeting. He also noted that the DA would continue to seek input and approval from the Sponsor Body, in accordance with the existing governance processes.

11. Items Referred from the Committees to the Board

There have been no Committee meetings since the last Board meeting.

12.AOB

The Board APPROVED the revised data protection policy and NOTED the updated Strategic Risk Register.

The meeting was formally closed by the Chair.