



Restoration & Renewal Delivery Authority Board Board Summary

Meeting Date	Monday 27 June 2022
Meeting Location	64VS, 1 st floor: Bill Room
Meeting Time	1145 - 1530

Members Present

Name	Position
Mike Brown CBE MVO	Chair
David Goldstone CBE	Chief Executive (present for items 1-3 and 5.2-11)
Matthew White	R&R Programme Director
Tanya Coff	Chief Financial Officer
Anne McMeel	Non-Executive Director
Anne Baldock	Non-Executive Director
Neil Sachdev MBE	Non-Executive Director
Simon Thurley CBE	Non-Executive Director
Simon Wright OBE	Non-Executive Director
Dr Stephen Duckworth OBE	Non-Executive Director (joined the meeting from 1.30pm)

General Counsel in Attendance

Name	Position
Jane Mee	General Counsel
Laura Camilletti	Governance Support Officer
Richard Caseley	Interim Head of Corporate Governance Process

In Attendance

Name	For items	Position
Paul Lindsay	2.1	Health, Safety & Wellbeing Lead
Andy Piper	4	Technical Director
Chris Darton	4	Programme Delivery Manager
Catherine Murphy	5	Head of Financial Control & Business Partnering
Gurdip Juty	5.3	Finance and Corporate Services Director, SB
Michelle Meredith	7.2	Head of Risk



Martin Bellamy	7.3	Chief Information Officer
Lianne Corris	3, 5.1, 7.1	Chief of Staff
Chris Dawson	1-3, 5.2-11	Head of Media & Strategic Communications
Janet Campbell	All	Human Resources Director
Linda Thomson	All	Executive Office Manager

1. Introductions

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

The following new declarations of interest were made:

(1) Mike Brown has been appointed Chair of the Railway Safety Standards Board.

2. Health, Safety, Wellbeing and Security

2.1 Lessons from Houses asbestos incident and any other relevant safety issues

Matt White and Paul Lindsay presented the Lessons Learned from the recent investigations by House officials into the Autumn 2021 Speakers' House Asbestos incident. The DA Assurance team will review the DA's own processes against the lessons learned to ensure any potential areas for improvement are identified.

Paul Lindsay has been asked by Parliamentary colleagues to undertake a short safety review across the Palace, jointly with In House Estates and Services (IHSE) Non-Executive Director, Neil Lennox.

3. Chief Executive Report

David Goldstone reported to the Board. The following points were noted:

- The 13 June Joint Commission report describes the proposed new client function, Programme Board and approach to the works.
- The decision-making remit and capacity of the proposed new governance forums will be critical for Programme success.
- Engagement with Members ahead of the debates in early July is proceeding positively, with significant DA involvement.
- Good progress continues to be made in preparation for starting intrusive surveys this summer recess.



3.1 Monthly Performance Update

The Board noted the Monthly Performance Update.

3.2 Future Operating Framework

This was covered under item 3 above. The Board noted the 13 June Joint Commission Report.

4. Programme Report (including surveys) and Developing New Proposals

3.1 Programme Report

Matt White gave the Programme Report, which included the following matters:

- There have been no Health and Safety incidents reported in the last month.
- An update on matters relating to the intrusive surveys to be carried out during the summer recess, including the welfare facilities, procurement status and related programme impact and the required Service Level Agreements.
- The status of the decant options workstream is to be discussed at the R&R Transition Steering Group.

4.2 Options Assessment Criteria

The meeting considered the proposed Options Assessment Criteria which the Transition Steering Group and Joint Commission will consider.

The Board noted that the criteria are not currently proposed to be weighted and will need to be aligned to the new End State Vision Statement being drafted by the Houses

5. Financial Position and Budget

5.1 Delivery Authority Annual Report and Accounts

The annual accounts and reports for the financial year ending 31 March 2022 were approved and the onward submission of the accounts to the Sponsor Body and subsequent laying before Parliament was noted. The Company Secretary was instructed to make the necessary filings.

5.2 P2 Periodic Financial Report

The Board noted the Period 2 Finance Report.



5.3 Final Outcome of financial deep-dive exercises

Tanya Coff and Sponsor Body Finance and Corporate Services Director, Gurdip Juty, spoke to the outcomes of the financial deep-dive exercises. The following key points were noted:

- These reviews were requested by the Sponsor Body Board and covered the Corporate, Programme Management and D&D areas, but excluded (1) surveys (which are already subject to quarterly review) and, (2) development of options for the new approach to the works.
- The Executive have more fundamentally reviewed the organisation's cost base to take account of the future direction and likely timescales for the Programme, which were not known at the time the current budget was set under considerable time pressure and great uncertainty earlier this year

The review considered 76% of the budget and approximately 10% of savings have been identified.

6. People Matters

Janet Campbell provided a verbal update to the Board. It was noted that the DA's capabilities have been reviewed as part of the Financial Deep Dives, and will be reviewed further as part of a DA-wide talent review in the autumn.

7. Other Matters

7.1 Updated Interim 22/23 Performance Measures

The Board endorsed the proposed performance measures in principle, subject to final agreement from the Chairs of the Nominations and Remuneration and Risk, Assurance & Audit Committees.

7.2 Risk Update (including Risk Appetite)

Head of Risk, Michelle Meredith spoke to the Risk Update. It was noted that the strategic risks had been discussed at the 21 June Risk, Assurance and Audit (RAAC) meeting, which had concluded that further work is required to ensure that the approach reflects the current programme situation.

The Board approved the risk appetite statement for the DA and NOTED the updated strategic risks.



7.3 Data and Digital (D&D) Update

Chief Information Officer, Martin Bellamy gave the quarterly Data & Digital (D&D) Update, which included matters considered by the D&D Advisory Group, an update on related procurements, and the potential for future collaboration with IHSE.

8. Items Referred from the Committees to the Board

Anne McMeel reported to the Board on the 21 June RAAC meeting. In addition to the Annual Report & Accounts and risk updates discussed above, the Committee received the final version of the Head of Internal Audit Annual Report & Opinion for 2021/22, updates on legal compliance, security and the quarterly commercial dashboard. The meeting considered programme business case estimate assurance and future approaches.

9. AOB

The Board resolved that David Goldstone be authorised to agree a variation to the PDA to provided for reciprocal charging between the DA and the Corporate Officers.

The meeting was formally closed by the Chair.