



Restoration & Renewal Delivery Authority Board

Board Summary

Meeting Date	Monday 28 February 2022
Meeting Location	64VS, 1 st floor: Bill Room / MS Teams
Meeting Time	1100 - 1630

Members Present

Name	Position
Mike Brown CBE MVO	Chair
David Goldstone CBE	Chief Executive
Matthew White	R&R Programme Director
Tanya Coff (Items 1-7)	Chief Financial Officer
Anne McMeel	Non-Executive Director
Anne Baldock (Items 1-9)	Non-Executive Director
Neil Sachdev MBE	Non-Executive Director
Simon Thurley CBE (Items 1-7)	Non-Executive Director
Simon Wright OBE	Non-Executive Director
Dr Stephen Duckworth OBE	Non-Executive Director

General Counsel in Attendance

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

In Attendance

Name	For items	Position
Tim Ainger	3	Infrastructure Projects Authority
Catherine Murphy	7	Head of Financial Control & Business Partnering
Janet Campbell	All	Human Resources Director
Andy Haynes	11	Commercial Director
Claire Maugham	All	Communications Director
Lianne Corris	All	Chief of Staff
Linda Thomson	All	Executive Office Manager
Laura Camilletti	All	Governance Support Officer



1. Introductions

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

There were no new declarations of interest.

Following the recent House Commissions' announcements, there has been a re-set of the way the Board is working, with informal weekly updates, reduction in Committee business and many Board and Board Committee actions have been paused.

2. Health, Safety, Wellbeing and Security

Matt White gave a verbal update on a reportable incident (under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations) related to an apparent uncontrolled release of asbestos as a result of works at the Speakers Apartments on the Parliamentary Estate.

The incident was in relation to works that are the responsibility of Parliament's in house teams, not R&R. The incident is being investigated by the appropriate authorities. The implications for R&R were discussed.

David Goldstone provided a brief update on security. The DA's cyber security procedures have dealt effectively with the cyber attacks experienced to date, however continued vigilance is required.

3. IPA Review Findings Discussion

Tim Ainger joined the meeting. Tim led the second IPA style review of preparation of the R&R Programme, a review commissioned by the Sponsor Body (SB). The findings were generally positive, particularly in relation to the approach to the Programme Business Case, but identified the need for clarity on the House of Commons (HoC) Decant project and the continued presence mandate.

It was also noted that it will be important to agree an assurance regime with the future client organisation and to clarify how the IPA may help the programme move forward.

4. Chief Executive Report

David Goldstone briefed the Board on the key developments since the Chief Executive Report was prepared, which mainly related to the Task Brief provided by the SB to the DA in draft on 24 February and final version on 25 February. The Board discussed the consequences of this request on the Programme, particularly in relation to capability retention, areas where clarification is required, credibility with the supply chain and



reduction of programme options. The implications for the DA's budget for the coming year were noted, and to be discussed later in the agenda.

As requested by the House Commissions, the essential scheme and continued presence cost and schedule estimates had been published; media coverage has been extensive.

5. Developing New Proposals

David Goldstone summarised that the House Commissions' announcements imply a move from a design-led approach to a more iterative (between cost, schedule, and requirements) approach with prioritisation of critical works, likely to be as part of a longer programme funded over time. The DA's initial thinking on this different approach was discussed. This covered aspects such as pilot projects, integrated planning across the Parliamentary Estate and identification and delivery of the client's critical obligations and their impact on delivery approach, especially potential decant periods.

6. Future Operating Framework

6.1 Transition

The response to the Task Brief will note the potential implications for the statutory duties of the DA and Board and seek assurance that the DA will have the opportunity to consider any proposals from that perspective.

6.2 Future State

The Board discussed the DA's initial thinking and the need to distinguish between the political and executive functions.

7. Financial Position and Budget

On behalf of the Board, the Chair thanked Tanya Coff and Catherine Murphy for their and their teams' work on the revised budget for FY22/23.

It was noted that the new Task Brief was received in draft from the SB on 24 February, after the DA's revised budget was submitted to the Board. As such, the submission to the SB will comprise the budget presented to this meeting and a supplemental paper outlining high level Budget adjustments made to address the Task Brief.

The Board approved in principle the proposed revised budget and further approved that authority to approve the final budget prior to submission to the Sponsor Body Board be delegated to the Chair, the CEO and the chair of the RAAC.



8. People Matters

Janet Campbell presented the initial results of the recent colleague engagement survey, noting the high response rate.

9. Board Responsibilities

The Board approved the minutes of the 11 and 17/18 February weekly Board meetings.

The Board approved the proposed Board and Board Committee changes.

10. Draft DA 22/23 Performance Framework (objectives and measures)

The Board approved the updated interim performance framework, subject to the comments raised in the meeting being addressed.

11. HoL Decant Project – QEII Procurement Strategy

Andy Haynes presented the proposed QEII procurement strategy. The Board approved in principle this strategy, subject to it being presented again to the Board in due course when the future direction for the Programme has been agreed.

12. AOB

Matt White provided the Board with brief updates on Parliamentary Estate Masterplan progress and on a safety alert received today on a crawler crane incident in Whitehall (this incident occurred on works undertaken on behalf of the House administrations).

The meeting was formally closed by the Chair.