



## Restoration & Renewal Delivery Authority Board

### Board Summary

<b>Meeting Date</b>	Monday 28 March 2022
<b>Meeting Location</b>	64VS, 1 <sup>st</sup> floor: Bill Room / MS Teams
<b>Meeting Time</b>	1230 - 1700

### Members Present

<b>Name</b>	<b>Position</b>
Mike Brown CBE MVO	Chair
David Goldstone CBE	Chief Executive
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

### General Counsel in Attendance

<b>Name</b>	<b>Position</b>
Jane Mee	General Counsel
Richard Caseley	Interim Head of Corporate Governance Process

### In Attendance

<b>Name</b>	<b>For items</b>	<b>Position</b>
Andy Syk	10.3	Senior Legal Counsel
Martin Bellamy	All	Chief Information Officer
Janet Campbell	All	Human Resources Director
Claire Maugham	All	Communications Director
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**

David Goldstone briefed the Board on a security update which had already been provided to the Risk, Assurance and Audit Committee on the 14 March.

## **3. Chief Executive Report**

David Goldstone briefed the Board on the key developments since the Chief Executive Report was prepared, which mainly related to the new Task Brief being agreed with the Sponsor Body, approval of the revised budget by both House Commissions and the parameters for the future programme that had been agreed by the Joint Commission meeting. Progress on other transition workstreams, the colleague engagement survey, 64 Victoria Street audit update and Palace surveys were also covered.

The Board noted that: the Delivery Authority (DA) budget had been approved by the Sponsor Board and both House Commissions; the Joint House Commissions and Public Accounts Committee meetings have taken place; and there has been good collaboration with the House teams and the Sponsor Body in starting to develop the future operating framework.

## **4. Developing New Proposals**

Matt White summarised the work being undertaken, key points included:

- The Strategic Case (already completed) and the Counter-Factual (to be developed) will be brought to the Board.
- The DA's approach to implementing the parameters set out in the 18 March Joint Commission statement.
- The previous Essential Scheme scope was derived from the R&R legislation and resolutions, and the programme objectives from the Strategic Review. Based on the Joint Commission parameters, the focus is now on determining and achieving a minimum acceptable standard against 4 critical obligations - fire safety, conservation, Mechanical & Electrical Plant and accessibility - with asbestos removal being a feature of each.



## **5. Future Operating Framework**

David Goldstone provided a verbal update, describing the 8 workstreams that have been established to develop the future operating framework proposals. All workstreams have representatives from the DA, Sponsor Body and both Houses and have started work with a high degree of collaboration.

## **6. Financial Position and Budget**

Tanya Coff provided a verbal update, noting that, with the budget now approved, some of the additional expenditure controls are being lifted, including reverting the delegated authorities to those in the Scheme of Delegation approved by the Board in February 2021.

The Board noted that in the budget approval process the Sponsor Board asked for 'deep dives' into Data & Digital (D&D), corporate functions and programme management. The new D&D Advisory Panel will contribute to the D&D deep dive.

## **7. People Matters**

Janet Campbell provided a verbal update on the very positive Colleague Engagement Survey results, which were discussed by the Board.

## **8. DA 22/23 Performance Framework (objectives and measures)**

David Goldstone presented the 22/23 Interim Performance Framework to the Board, which was approved by the Board. The Board noted that the approach to the Framework objectives for 2022/23 reflects the recent decisions of the House Commissions, and will be added to as the position evolves and becomes more certain.

## **9. Board Responsibilities**

The Board approved the minutes of the 17/18 February and 9 March informal Board meetings and the minutes of the 2 March Budget approval meeting. It was noted that, following recent progress in resolving the future direction of the Programme and the organisation's Budget, updates to the Board will be as required, rather than weekly. The year end status against the 2021/22 Board Objectives was also discussed, noting the additional Board oversight since February in response to the House Commissions' decisions.



## **10. Other Matters**

### 10.1 Data and Digital (D&D) Update

Martin Bellamy introduced the paper, which covered 3 areas and included D&D's response to the House Commissions' decisions:

- Overall progress - The budget for change is much reduced, but will still enable the critical requirements to be met: supporting surveys (and in so doing providing a starting point for the integrated capability needed for future works), delivering future operational cost savings and supporting cyber security.
- All D&D procurements have been reviewed.
- The Development of the Data strategy is being led by the new Head of Data.

### 10.2 DA Policies and Strategies Governance Routes

The Board approved the DA Policies and Strategies Governance Routes proposal, subject to the Board retaining approval of the Safeguarding and Social Media policies and Flexible Working policy being subject to Nominations & Remuneration Committee approval.

### 10.3 Fraud & Bribery Action Plan: Anti-Fraud & Bribery Framework, Conflicts of Interest, Gifts and Hospitality Policies

The Board approved the Anti-Bribery suite of documents, the Conflicts of Interest policy and the Gifts and Hospitality Policy.

## **11. Items Referred from the Committees to the Board**

Anne McMeel reported to the Board on the 14 March RAAC meeting. Good progress has been made with the legal compliance plan. Positive feedback has been received from the NAO on their 2021/22 interim audit. The Committee received first drafts of the annual governance statement and employee and remuneration report. The Committee was updated on assurance and security. The 2022/23 Internal Audit plan and the Anti-Fraud & Bribery suite were endorsed. Anne McMeel agreed to be Board whistleblowing sponsor.

Anne Baldock reported to the Board on the 21 March N&RC meeting on its deliberations on the annual pay award and discretionary Performance Awards for 2020/21 and 21/22. The Committee approved an employment policy and the gender and ethnicity pay gap report. Colleague Engagement Survey results, a workforce composition and recruitment update and the findings of the Committee governance effectiveness review were also discussed.

## **12.AOB**

The meeting was formally closed by the Chair.