



## Restoration & Renewal Delivery Authority Board

### Board Summary

<b>Meeting Date</b>	Monday 30 May 2023
<b>Meeting Location</b>	Act Room, 1 <sup>st</sup> Floor, 64 Victoria Street, London
<b>Meeting Time</b>	1130 - 1510

### Members Present

<b>Name</b>	<b>Position</b>
Mike Brown CBE MVO	Chair
David Goldstone CBE	Chief Executive
Tanya Coff	Chief Financial Officer
Anne Baldock	Non-Executive Director
Dr Stephen Duckworth OBE	Non-Executive Director
Anne McMeel	Non-Executive Director
Neil Sachdev MBE (by Teams)	Non-Executive Director
Matt White	R&R Programme Director
Simon Thurley CBE	Non-Executive Director

### General Counsel in Attendance

<b>Name</b>	<b>Position</b>
Jane Mee	General Counsel
Joshua Perry	Head of Corporate Governance Process (incoming)
Richard Caseley	Interim Head of Corporate Governance Process

### Apologies

None



## **In Attendance**

<b>Name</b>	<b>For items</b>	<b>Position</b>
Mark Jaggard	2	Health & Safety Director
Andy Haynes	7	Commercial Director
Matt Wilson	7.2	Head of Commercial
Dr Patsy Richards	8	Client Team Managing Director
Janet Campbell	All	Human Resources Director
Linda Thomson	All	Executive Office Manager

### **1) Opening Matters and Actions**

The Chair opened the meeting and noted that a quorum was present. No new declarations of interest were made.

The Board approved the minutes of the meeting held on the 24 April 2023 as an accurate record of the meeting.

### **2) Health, Safety, Wellbeing and Security**

Mark Jaggard gave an update on Health, Safety and Wellbeing matters and Mike Brown provided some observations from other projects. The following points were noted:

- The DA is collaborating with Parliament's Business Resilience Group on the R&R emergency response plans.
- The PDA's H&S and fire engineering requirements are being reviewed as part of the ongoing PDA review.
- The importance of the DA learning from incidents on other major projects was highlighted.

David Goldstone provided a security update.

### **3) Chief Executive Report**

David Goldstone spoke to the Chief Executive Report. The following points were noted:

- Delivery options – The Programme Board has decided to reduce the number of options being considered to 9; 3 outcome levels and 3 construction scenarios. The Client Board has endorsed the progress made.
- Temporary accommodation – The DA has been asked to revalidate its previous work on this and bring an update back to the Programme Board.
- The masterplan - The Parliamentary Estate Development Framework has been approved by both House Commissions, who recognise that the majority of its aspirations need to be achieved through R&R.



- Information sharing with Parliament – This has progressed; with information on some key projects received. Information is being sought on other projects more representative of R&R's scope and an agreed framework for how information will be shared systematically going forward is to be put in place.
- Member engagement – This activity has increased. The views being received continue to be wide ranging. Members' offices and house staff are also being engaged.
- Savings – The CE Report notes that the Programme Board has requested the DA to pursue in year savings, which is consistent with the challenge from the DA Board.

#### 4) Programme Highlight Report

Matt White spoke to the Programme Highlight Report. The following points were noted:

- Programme Board – A Programme Board sub-board considered the process by which cost estimates for options had been produced.
- Consenting – A concept scheme plan will be developed to support obtaining consents for enabling works.
- Dashboard milestones – New temporary accommodation milestones have been added, and further heritage milestones will be added in next month's report.
- Surveys pipeline – The DA has identified what additional information is needed, when and how it will be obtained. A corresponding survey pipeline has been developed, which is reviewed monthly.

#### 5) Financial Position and Budget

The Board noted the P1 Financial Report.

#### 6) People Matters

Janet Campbell spoke to the People Matters report.

#### 7) Other Matters

##### 7.1 Management of Jacobs and BDP contracts

Andy Haynes spoke to this paper, which was NOTED by the Board. It was noted that Jacobs and BDP resources are managed in the same way as DA directly employed posts and that over the last 12-18 months, Jacobs and BDP resources have been reduced in number and reassigned in line with the updated DA mandate that flowed from the House Commissions' decisions in February 2022.



## 7.2 Additional BDP commitment authority

The Board APPROVED the request for additional Commitment Authority of £9.981m + VAT for submission to the Programme Board (on 5 June) for its endorsement and then to the Corporate Officers for approval.

## 8) Feedback to Client Team Managing Director

Dr Patsy Richards joined the meeting via Teams for feedback from the DA Board, which was given by the Chair. Dr Richards also advised that the Client Team organisation design work is nearing completion and that discussions are ongoing regarding temporary accommodation locations.

## 9) Feedback from the Committees to the Board

Anne McMeel provided an update on the 22 May RAAC discussions. The Committee received the draft Internal Audit Opinion and draft Annual Report & Accounts, the DA's response to the Parliamentary Audit & Compliance Team security vetting audit, and reports on legal compliance and information assurance.

## 10) Forward Look

The Board NOTED the Forward Look without comment.

## 11) AOB

Catherine Murphy spoke to the Annual Report & Accounts (ARA) update paper. The Board NOTED the 22/23 Draft Annual Report & Accounts.

It is intended that the ARA will be reviewed by House FDs early w/c 5 June, endorsed by the RAAC on 22 May and approved by the Board on 26 June, before its laid in the Houses in early July. The ARA is not going to the Programme Board or the Client Board.

The next formal Board meeting is scheduled for Monday 26 June 2023.