



Restoration & Renewal Delivery Authority Board

Board Summary

Meeting Date	Monday 31 October 2022
Meeting Location	Hammerbeam Room, 1 st Floor, 64 Victoria Street, London
Meeting Time	1100 – 1330

Members Present

Name	Position
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

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

In Attendance

Name	For items	Position
Mark Jaggard	2	Health, Safety & Wellbeing Director
Catherine Murphy	5	Head of Financial Control & Business Partnering
Andy Haynes	10	Commercial Director
Chris Dawson	All	Head of Media & Strategic Communications
Janet Campbell	All	Human Resources Director
Lianne Corris	All	Chief of Staff
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.

2. Health, Safety, Wellbeing and Security

Mark Jaggard, the new Health, Safety and Wellbeing Director provided reflections from his first weeks in post.

The Board agreed to formally reconvene the Health, Safety, Wellbeing and Sustainability Committee and that its previous terms of reference shall continue to apply.

3. Chief Executive Report

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

- The first Client Board meeting was held on 17 October, with positive discussions on the new governance arrangements including recruitment of independent Programme Board members, the progress of the Statutory Instrument and consequential changes, and the approach to options assessment, all of which are progressing as planned.
- The Joint Investment Board has recently approved the transfer of responsibility for planning for future decant requirements to the DA. The associated work content and budget are being incorporated in the new Task Brief Response and will be reflected in the 2023/24 Budget. The need for greater clarity on the proposed governance and accountabilities was recognised. A further update will be provided to the next meeting.
- The additional BDP design work for the second half of the financial year can all be funded from savings generated during the year.

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

4.1 Programme Report

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

- Risks and associated mitigations have been identified for each of the four key decision points between now and Strategic Case submission (planned in late 2023). These will be communicated to the Client and Programme Boards.
- The surveys deferred due to activities associated with the funeral of the late Queen are being rescheduled. The in-house teams are willing to support the execution of some surveys outside of recess.



4.2 Mock-up of proposed format for output from Delivery Options evaluation

Matt White spoke to the tool that the DA is using to record the outcome of the technical assessments of the delivery options in a structured auditable manner, to inform the narrative material being developed by PwC for the Programme Board. The tool will also help with the assessment of blended options if these are requested by the key decision makers.

4.3 Strategic Case Options and Approach

David Goldstone spoke to the Strategic Case Options and Approach. It was confirmed that the Strategic Case will present a preferred way forward, with a limited number of options following engagement with Programme Board and Client Board over the next year, noting that the DA Executive are advocates for the benefits of the Strategic Case including a single proposition if that can be agreed through governance.

5. Financial Position and Budget

The Board noted the Q2 Forecast and 23/24 Budget.

6. People Matters

Janet Campbell provided a verbal update to the Board, there were no comments.

7. Quarterly Performance Review

The Board noted the Q2 Performance Report and agreed the overall Q2 performance score.

8. Updated Strategic Objectives and Performance Measures for Q3 and Q4 22/23

8.1 Updated Strategic Objectives and Performance Measures for Q3 and Q4 22/23

The Board endorsed the proposed performance measures for the second half of 22/23 (Q3 and Q4).



9. Legal Matters

9.1 Update on Legal Transition

Jane Mee spoke to the update on legal transition activities, including amending the Articles of Association, amending the Project Delivery Agreement (PDA) and agreeing revisions to the Authority to Occupy the office premises.

The Board noted the legal matters update.

10. Commercial Dashboard and Procurement Lookahead

The Board noted the Commercial Dashboard and Procurement Lookahead. It was also noted that:

- Spend attributed to specific regions should be verified as benefitting the region.
- The newly procured Digital Services Supplier is now 'live'.
- The D&D Advisory Group meeting on 14 November will scrutinise the proposed D&D supply chain spend.
- An informal session of the members of the Investment Committee will be held in early 2023 to consider the strategy for key procurements.

11. Items Referred from the Committees to the Board

Anne Baldock reported on the 6 October Nominations & Remuneration Committee meeting. The Committee reviewed the new HR Quarterly Dashboard (aspects discussed included the number of unplanned leavers), conducted the annual pension review and discussed colleague performance ratings and the DA's progress against its objectives.

12. AOB

The meeting was formally closed by the Chair.