

MINUTES

R&R Client Board

Meeting date	14 November 2023
Meeting location	Committee Room 4a
Meeting time	15:30–17:00

Attendees

Client Board	Programme Board (in attendance)
Simon Burton	Nigel Evans MP
Marianne Cwynarski	Lord Morse
Lord Gardiner of Kimble	
Lord German	Other Members (in attendance)
Tom Goldsmith	
Andy Helliwell	
Sharon Hodgson MP	Officials
Mr Shrinivas Honap	Michael Berry (Lords)
Sir Lindsay Hoyle MP (Chair)	Mike Everett (Commons)
Lord Kinnoull	David Goldstone (Delivery Authority)
Lord McFall of Alcluith (Chair)	Marek Kubala (Client Team)
Baroness McIntosh of Hudnall	Gosia McBride (Commons)
Charlotte Moar	Kate Meanwell (Lords)
Penny Mordaunt MP	Ed Potton (Commons)
Lord Newby	Patsy Richards (Client Team)
Lucy Powell MP	Charlotte Simmonds (Commons)
Nora Senior	Jenni Singleton (Client Team)
Baroness Smith of Basildon	Matthew Smith (Lords)
Lord True	Tristan Stubbs (Lords)
Lord Vaux of Harrowden	Matt White (Delivery Authority)
Sir Charles Walker MP	Helen Wood (Commons)
Catherine Ward	James Young (Client Team)

1. Welcome and Standing Items

The Lord Speaker chaired the meeting.

Apologies were received from Nickie Aiken MP, Deidre Brock MP and Lord Hill of Oareford.

Lucy Powell MP and Charlotte Moar were welcomed to their first Client Board meeting.

Nigel Evans MP, Chair of the Programme Board, and Lord Morse, Deputy Chair of the Programme Board, were welcomed to the meeting.

The R&R Client Board agreed the minutes of its meeting on 17 July 2023 with two amendments, and that they be published. It was also agreed that the Chair and Deputy Chair of the Programme Board be invited to all future meetings of the Client Board.

2. Oral Update from interim Managing Director of the Client Team

The Client Team (CT) provided an update, and noted the main purpose of the meeting was to discuss the development and drafting of the strategic case containing the two shortlisted options alongside the enhanced maintenance and improvement option. The CT also noted the recent evidence session on R&R with the Public Accounts Committee (PAC) and that the Q2 Quarterly Report for the Programme (covering July–September) had been published.

The R&R Client Board noted the update from the interim Managing Director of the Client Team.

3. Draft Report on the Strategic Case for R&R

Nigel Evans MP, Chair of the Programme Board (PB), and Lord Morse, Deputy Chair of the Programme Board, updated the Client Board on the work of the PB to develop the strategic case. The document would recommend the two options shortlisted by the PB and a third enhanced maintenance and improvement option for further work to inform costed proposals for the programme. Lord Morse added that the sub-Board was continuing to review and test the costs and assumptions.

The Client Board made the following points in discussion, noting the importance of getting the approach right. It:

- Noted the importance of decant accommodation and the Northern Estate, which was scheduled to be ready from 2029 onwards, as well as required works to existing buildings on the estate such as Portcullis House;
- Raised a concern that recent projects on the estate suggested that the timelines for temporary accommodation were overoptimistic;
- Sought reassurance on the accuracy of the drafting. The nature of the report was different to Committee reports, which made the contents harder to verify for the reader;
- Noted that the forecast loss of space needed to be clearly explained as it would concern estate users;
- Asked that the draft report be shortened significantly to enable Members of both Houses and those outside to understand the proposal and issues clearly and quickly. It was also noted that a strategic case was expected to be at a higher level than currently drafted;
- Asked that the language and balance for the enhanced maintenance and improvement option reflected that it would be a genuine third option to be considered in the report. The work on the third option should be clear on the level of M&E replacement that could be achieved;
- Discussed the purpose of the document, with some Members noting that the report was a vehicle for getting the programme to the next stage, and that a shorter report, with more vision and ambition, would be welcome. Members also noted the need to communicate the options clearly; as drafted the report did not do this;
- Noted that dependencies and benefits should be picked up, for example the impact of the Holocaust Memorial and the legacies of work, such as the longer-term use of Richmond House;
- Noted the need for the CT to have adequate advice on handling press interest in the progress of R&R;

- Considered whether the indicative costing was robust enough to be used, including around the acquisition and renovation of decant accommodation, and noted that costs would become clearer after the work suggested by the report on the three options was complete;
- Discussed the limitations of the Act and whether further clarifications should be sought.

The CT confirmed that further work was required on the temporary accommodation plans and this would be available in January 2024. The Strategic Estates team accepted that the timing was ambitious but it was noted not all decant accommodation needed to be ready from 2029.

The R&R Client Board requested that a revised, shortened strategic case be prepared for consideration at the next meeting. It asked that the revised case include an equal third option of enhanced maintenance and improvement and more information on how Strategic Estates would deliver House of Commons temporary accommodation. The CB advised caution on the inclusion of costs until there was sufficient confidence in any figures presented.

4. Early R&R Opportunities

The Delivery Authority (DA) set out that the Programme Board had endorsed three options for early R&R works, which would be in addition to temporary accommodation works. One was a river jetty, which would support all the options, but needed a large number of consents. The second option was the interior of the Victoria Tower, and the third option was enhancing the scope of planned projects up to outcome level 4, with the example given of additional work on Cloister Court.

In discussion the Client Board:

- Queried whether the jetty was preparation work or the full installation, and whether it was planned to share the facility with the Holocaust Memorial;
- Supported the Victoria Tower work provided that it tied up with planned disruption. It requested that a feasibility study be completed by March 2024, and noted that the public would be concerned if the two projects did not happen at the same time;
- Noted the need for anything undertaken under the third option to be fully planned and costed;
- Sought confirmation of the status of funding for these works.

The DA noted that costs were not yet available for these projects and a budget had not been agreed; these would go through the normal process of agreement by each Commission. It confirmed that it would take two years of planning to get to installation of a jetty but once installed it would have benefits for multiple projects. The CT confirmed that there were conversations on sharing the facility underway.

The R&R Client Board endorsed the following as early works:

(a) Commencing river-wall site investigations with the aim of designing, consulting, consenting and installing a river jetty;

(b) a feasibility review by Strategic Estates and the Delivery Authority to determine the scope of any internal works to Victoria Tower while the external project is underway;

(c) further work by Strategic Estates and the Delivery Authority to progress development of planned in-house works, including Cloister Court and joint working on mechanical and electrical system upgrades.

5. Any other business and date of next meeting

The date of next meeting was to be agreed at a later date following the discussion on item 3.

6. Papers to note

The Client Board noted the forward look and the Draft Delivery Authority Technical Summary.