

MINUTES

R&R Programme Board Sub Board

Meeting date	11 February 2025
Meeting location	Committee Room 20, Palace of Westminster
Meeting time	12:15–14:00

Attendees

Programme Board Sub Board	Officials
Lord Vaux of Harrowden (Chair)	Fehintola Akinlose (Lords)
Marie Goldman MP	Katya Cassidy (R&R Client Team)
Mark Tami MP	Tanya Coff (Delivery Authority)
Paul Duffree	Richard Colleran (R&R Client Team) (for Item 1)
Michele Dix	Emma Downing (R&R Client Team) (for Item 6)
Steve Hails	Danielle Nash (R&R Client Team)
Sir Jonathan Stephens	Vicky Rock (Commons)
	Charlotte Simmonds (R&R Client Team)
	Scott Simmons (Commons)
	Jenni Singleton (R&R Client Team)

1. Welcome and standing items

The Sub Board agreed to the publication of the minutes of the meeting on 14 January 2025.

2. Independent assurance findings on the full decant and continued presence options

The Sub Board was briefed by Alex Grant, Deputy Head of Assets and Infrastructure Assurance, and Paul Innes, Director, Assets and Infrastructure Assurance, Grant Thornton on the findings of

the independent technical assurance. Sub Board members commended the quality and independence of the report.

The Sub Board asked for clarity on the remit of Grant Thornton's work and about the assurance of the inputs into the process.

Sub Board members noted that the information seemed to be at the level of a Strategic Outline Business Case, but noted that the decision by the Houses would be on the basis of the report on the costed proposals rather than the business case itself, which would be completed following a decision.

The Sub Board noted that Grant Thornton would assess the extent to which its recommendations had been implemented by the Delivery Authority. Grant Thornton reported that engagement in the review, as well as responses to recommendations, had been positive.

The Sub Board agreed that the Programme Board should be kept updated on progress with implementing the actions arising from the review. It was agreed that the Sub Board would consider further detail on technical assurance undertaken to date at its next meeting.

The R&R Programme Sub Board:

- a) **noted** the assurance findings, associated risks and recommended actions identified by the external assurance provider Grant Thornton for the full decant and continued presence options; and
- b) **noted** the responses and close out dates for the actions.

3. Initial programme estimates summary

The Sub Board asked questions relating to the initial figures provided for the options and noted that more detailed cost information would be provided to the Programme Board in March.

The Sub Board reiterated the need for the Delivery Authority and Strategic Estates to be providing challenge to each other on their different approaches as well as sharing information.

Sub Board members requested that information provided on cost to the Programme Board in March should be comparable between the options and should: include an explanation of what the cost lines covered; the assumptions being made; and be profiled over time.

*The R&R Programme Sub Board **noted** the initial Programme estimates for each delivery option and the approach to their development.*

4. Cost of delay—update on approach

The Sub Board discussed the inclusion of ongoing maintenance costs in the cost of delay figures and requested that the further information due at the next meeting include an explanation of how ongoing maintenance costs are calculated to not include costs that would still be incurred after R&R.

The R&R Programme Sub Board noted the plans in place to prepare a substantive paper on cost of delay for the Programme Board in March 2025.

5. Evaluation criteria update

The Sub Board noted concerns about the difficulties in assessing qualitative information and requested that, where some quantitative information was available for assessing a particular criterion, this should be provided.

The R&R Programme Sub Board noted the detailed description of the evaluation criteria being used to compare delivery options.

6. Exploring the cultural and tourist value of the Palace

The Sub Board noted the paper on exploring the cultural and tourist value of the Palace.

The R&R Programme Sub Board noted work underway to develop a narrative around the wider cultural and tourist value of the Palace and its restoration.

7. Any other business and date of next meeting

The next meeting would take place on 18 March 2025.