

MINUTES

R&R Programme Board

Meeting date	17 June 2025
Meeting location	Committee Room 4, Palace of Westminster
Meeting time	13:00–16:00

Attendees

Programme Board	Officials
Judith Cummins MP (Chair)	Michael Berry (Lords)
Simon Burton	Chris Elliott (Commons)
Paul Duffree	Andy Haynes (<i>for Item 5</i>)
Marie Goldman MP	Russ MacMillan (Delivery Authority)
Tom Goldsmith	Danielle Nash (Client Team)
Steve Hails	Andy Piper (Delivery Authority) (<i>for Items 3 and 4</i>)
Sir Edward Leigh MP (Shadow Leader's delegate)	Stuart Ramsay (Client Team)
Lord Collins of Highbury	Charlotte Simmonds (Client Team)
Lord Mackinlay of Richborough	Jenni Singleton (Client Team)
Sir Jonathan Stephens	Matt White (Delivery Authority)
Sir Mark Tami MP	James Young (Client Team)
Lord Vaux of Harrowden	Bev Weston (Commons)

1. Welcome and standing items

The Chair welcomed everyone to the June meeting of the R&R Programme Board.

The Programme Board agreed to the publication of the minutes for the meeting on 20 May 2025.

2. Update from Managing Director of the Client Team

The Managing Director of the Client Team updated the Board including on:

- the May Programme Highlight Report which would come to the Board later due to different reporting and Board cycles;
- decisions of the House of Commons Commission relating to the Commons Building and Infrastructure Portfolio programme;
- future papers on alignment between the CBIP and R&R Programmes;

- the proposed timeline and process for the production of robust and assured cost, schedule and risk information on the delivery options, for provision to the Client Board and inclusion in the costed proposals report;
- progress on House of Lords temporary accommodation and on the Northern Estate;
- recent debates and committee activity relating to the parliamentary estate and construction projects in Parliament, including the recent works at Peers' Entrance;
- sharing of lessons between the delivery teams; and
- complaints that had been received about noise and vibration from the river boreholes and platform.

*The R&R Programme Board **noted** the update from the MD of the Client Team.*

3. House of Lords temporary accommodation

Client Team officials briefed the Board.

The Board noted that the fit-out selected for House of Lords temporary accommodation was for a full decant or continued presence scenario. Any fit-out requirement for EMI BAU+ would need to be considered further.

Board members noted that a significant element of the proposed fit-out would be services, which would likely be appropriate for any future use as a higher-density building.

*The R&R Programme Board **noted** the decision of the House of Lords Commission to endorse scheme option 3 for the fitout for any decant of the House of Lords and that this will form the basis of the costed proposals for the full decant and continued presence delivery options.*

4. Victoria Tower internal works

Client Team and Delivery Authority officials briefed the Board.

The Board discussed the proposed delivery approach for Victoria Tower internal works and how flexible it was to any change in sequencing of other works.

The Board noted that the Strategic Estates team and Delivery Authority had already begun considering engagement between them (and contractors supporting the external works) and the teams delivering internal works to promote efficiencies.

The R&R Programme Board:

- a) **noted** the decision of the House of Lords Commission to endorse scheme option C for the fit out of Victoria Tower interior as office accommodation, as part of the end-state Palace;*
- b) **agreed** Victoria Tower internal works should be incorporated into the R&R Programme as early works;*
- c) **agreed** that the preferred delivery approach is for the Delivery Authority's future design and construction partners to deliver the internal works; and,*
- d) **noted** that there remain outstanding risks to be mitigated before any decision to occupy the tower.*

5. Strategic partner procurement: market engagement

Client Team and Delivery Authority officials briefed the Board.

The Board discussed how R&R supply chains could ensure benefits across a geographical spread in the UK and how to ensure an adequate pool of skills for the Programme and best engage and protect small and specialist suppliers.

The Board requested further information on the transfer of risk to contractors over the lifetime of the Programme, and the anticipated relationship between strategic partners and specialist sub-contractors.

The Board discussed the Delivery Authority's proposals for early market engagement. The Board agreed that the Delivery Authority should initiate early market engagement using indicative work package information.

*The R&R Programme Board **provided** feedback on the timeframes and approach to early market engagement ahead of a decision by the Houses on the costed proposals.*

6. Papers to note

The Board noted the forward look, and discussed the planned timeline for the production of assured costs and schedules for the delivery options to be provided to the Client Board, including the opportunities for scrutiny by the Board and by the Sub Board.

The Board noted a paper on the categorisation of accommodation standards.

The Board noted the publication of the Parliamentary Works Estimates Commission's report, *Parliamentary Works Grant: Main Estimate for 2025–26* (HC 872).

7. Any other business and date of next meeting

The date of the next meeting would be 15 July 2025.