

ADMINISTRATION COMMITTEE

Note of Discussion for the meeting held on 24 May 2021 at 4.30pm

[Virtual meeting held on Microsoft Teams]

Members present:

Sir Charles Walker (in the Chair)

Michael Fabricant
Marion Fellows
Colleen Fletcher
Mrs Pauline Latham

Mrs Maria Miller
Mark Tami
Giles Watling

Apologies: Sir Greg Knight and Jessica Morden.

1. Informal Note

The Committee **agreed** the informal note of the meeting on 17 May 2021.

2. Restoration and Renewal Member and Parliamentary Engagement Plans

Sarah Johnson, Chief Executive, and Lucy Owen, Chief of Staff, Restoration and Renewal Sponsor Body, briefed the Committee on plans for Member, parliamentary community and public engagement on the R&R Programme.

Ms Johnson said that Member engagement had formed a central part of the R&R Strategic Review undertaken the previous year which had helped define a clearer set of objectives for the Programme. Engagement with Members and other key stakeholders was now being carried out in several key areas to inform the approach to R&R. Ms Owen said that stakeholder engagement would run from 7 June–23 July and focus on five areas: priorities on the use of space within the Palace; issues of accessibility and inclusion; potential design features and facilities, such as car parking and the creation of atriums; and ways to minimise disruption in the delivery of the programme. Engagement would begin with one-to-one meetings with Members held virtually until circumstances allowed them to be held in person. In addition, a short questionnaire would be sent to everyone in the parliamentary community and focus groups would be organised. The feedback received would inform the design scheme options and project brief so that it reflected the needs and requirements of stakeholders. She welcomed the support of the Committee in raising awareness more widely among Members to gather a broad range of views. A Member welcomed the engagement of Members and key stakeholders.

A Member asked if the locations in which asbestos were known to be present were being documented for future reference. Ms Johnson said that they were and that a significant benefit of R&R would be the creation of a vast set of new data and information on the Palace that had not previously existed.

Decision

The Committee **noted** the plans for Member, parliamentary community and public engagement on the R&R Programme.

The Committee will next meet on 7 June 2021 at 4.30pm