

BOARD OF THE SHADOW SPONSOR BODY (SSB)

Meeting Agenda

15th October 2018 – Director General's Office, Portcullis House

Induction (3pm) [NB many of these items will feed through to future Board agendas]

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| R&R Programme delivery overview – Ben Wheeldon (R&R Programme Director), Ian Ailles (Director General, House of Commons) & Myfanwy Barrett (Managing Director, Corporate Services, House of Commons) | 15.00 | |
| Updating the Board on R&R Programme status – Ben Wheeldon | 15.40 | |
| Updating the Board on Health and Safety – Ben Wheeldon | 15.55 | |
| Northern Estate Programme overview – John Cryer (NEP Programme Director) | 16.00 | |
| Sponsor Body workplan – Tom Healey (Programme Director, Shadow Sponsor Body) | 16.20 | |
| Role of the Board – David Livesley (Head of Business Processes, R&R Programme) | 16.35 | |
| Managing information – Susannah Street (Board Secretary, Shadow Sponsor Body) | 16.55 | |
| Finish | 17.00 | |

Break (10 mins)

Board meeting (5.10pm)

For decision:

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| 1. Minutes of previous meeting | 17.10 | |
| 2. R&R draft Programme vision and strategic themes | 17.15 | SSB/18/007 |
| 3. Emerging framework for stakeholder engagement to inform Palace design | 17.35 | SSB/18/008 |
| 4. Accountability transfer review for sponsor functions: scope and timetable | 18.05 | SSB/18/009 |
| 5. Appointment of Programme Representative (P-Rep) | 18.25 | SSB/18/010 |
| 6. SSB documentation publication and transparency | 18.40 | SSB/18/011 |

For noting:

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| 7. Update on the R&R Bill, including communications plan | 18.45 | SSB/18/012 |
| Finish | 19.00 | |

Document enclosed for information

- Governance of the Restoration and Renewal Programme in Shadow Phase (Memorandum of Understanding): update on final text