



HOUSES OF PARLIAMENT
R&R DELIVERY AUTHORITY

Non-Executive Director
Candidate Information Pack

May 2026



Welcome

The Palace of Westminster is one of the most iconic buildings in the world and forms part of a UNESCO World Heritage Site, together with Westminster Abbey and Saint Margaret's Church. It is the home of UK democracy, where Parliament scrutinises the government, makes laws, and debates the country's most pressing issues. It is also a workplace for thousands and welcomes around one million visitors each year.

The Palace of Westminster needs essential restoration to preserve it for future generations. The Restoration and Renewal (R&R) Programme will deliver a greatly improved building, with better accessibility, more reliable services and enhanced health and safety. Companies and small businesses in all four nations of the UK will also benefit from the work and long-term investment that restoring the Palace will generate. Jobs, apprenticeships and other opportunities will be created, while skills and trades can be developed and revitalised, with the potential to secure an enduring legacy from the works. Above all, delivering R&R will fulfil the commitment made by both Houses of Parliament to preserve and restore the Palace of Westminster, and ensure the continuing function of the UK Parliament in its historic home for generations to come.

In February 2026 the R&R Client Board published 'Delivering restoration and renewal of the Palace of Westminster: the costed proposals, which recommended that the Houses take forward two delivery options – full decant and EMI+ - and proceeding with an initial package of priority works, committing up to seven years of expenditure capped at £3bn. Phase one covers resilience works, essential enabling and early construction activities, and the detailed design and procurement needed to prepare for full restoration.

The Delivery Authority therefore has a significant amount of work to deliver. Operating as a special purpose vehicle, the Delivery Authority is designed to be agile, expert-led, and ready to transition from planning to implementation.

Our priorities are broadly to further develop the two shortlisted options, to continue to deliver an extensive programme of building surveys within the Palace of Westminster, and to plan for the temporary accommodation that may be needed for the House of Lords within the Queen Elizabeth II Centre. We are also planning for major procurements, progressing consents work and readying our organisation by developing our operating model.



It is a great privilege for me to sit on the Board of the Restoration and Renewal Delivery Authority and to act as Chair of the board. As one of our Board member's terms is coming to an end we are required by the legislation that established us to re-advertise the position. The non-executive directors play a critical role in advising the Executive and helping ensure the organisation delivers on the costed proposals, subject to Parliamentary agreement. This role will also act as the chair of the Risk Audit and Assurance Committee, and I am looking for individuals with strong relevant experience, including in data and digital, who enjoy working with a diverse group of stakeholders and are passionate about both heritage and major projects.

This programme remains a once-in-a-generation undertaking. We rely on the extraordinary professionalism and dedication of our people to deliver this work with care, integrity and ambition, safeguarding one of the world's great buildings for generations to come.

Dr Simon Thurley CBE, Chair



The Delivery Authority

Who we are

The R&R Delivery Authority is a Companies Act company, limited by guarantee, which was established under the Parliamentary Buildings (Restoration and Renewal) Act 2019, as amended (the Act). We are responsible for designing and delivering the restoration of the Palace of Westminster and related works on behalf of the Houses of Parliament, including associated activities (such as House of Lords temporary accommodation and planning for moves of the Palace's Heritage Collections).

The Parliamentary in-house Client Team, a joint Department of the two Houses, is responsible for owning the scope, budget, and timescale of the R&R Programme and for providing strategic direction, setting the outcomes and monitoring performance. They undertake these functions on behalf of the two Corporate Officers of the Houses of Parliament – the Clerk of the House (House of Commons) and the Clerk of the Parliaments (House of Lords).

What we do

Since our incorporation in April 2020, we have engaged with architects, engineers, project managers, heritage specialists and contractors who will shape the future direction of how the work will be delivered.

The Delivery Authority will develop and oversee the delivery strategies, procure, and manage the supply chain, and ensure that progress remains on-track. We are responsible for all the preparatory work including an extensive programme of complex building surveys which are currently ongoing.



Roles and Responsibilities

Responsibility for delivering various aspects of the R&R Programme sits with teams and individuals beyond just the Delivery Authority.

Main areas of responsibility as currently defined are outlined in the table below:

<p>Corporate Officers (Clerk of House of Commons and Clerk of the Parliaments)</p> <ul style="list-style-type: none">○ Overall responsibility for Parliamentary building works○ Statutory responsibility for health and safety on the Parliamentary estate including the Palace of Westminster (unless buildings are vacated)○ Members of R&R Client Board and Programme Board	<p>Client Team</p> <ul style="list-style-type: none">○ Supports the Corporate Officers in the exercise of their statutory duties and supports the Client and Programme Boards to fulfil their role○ Tasks, oversees and assures the work of the Delivery Authority○ Will produce the Programme Business Case and seeks approval of it through Parliament○ Engages Member and wider Parliamentary community
<p>Delivery Authority</p> <ul style="list-style-type: none">○ Develops the two shortlisted options○ Provides inputs, in relation to these two shortlisted options, to support the Client Team with production of the Programme Business Case○ Undertakes surveys to inform design and construction planning○ Prepares and implements delivery strategies, and procures and manages the supply chain○ Designs, develops and delivers any temporary accommodation required for the House of Lords○ Undertakes audit of Palace's heritage collections	<p>Strategic Estates and wider Parliamentary Teams</p> <ul style="list-style-type: none">○ Provides inputs, in relation to the EMI option, to support the Client Team with production of the Programme Business Case○ Designs, develops and delivers any temporary accommodation required for the House of Commons



The Role

We are seeking a Non Executive Director (NED) to join the Board, act as Chair of our Risk, Audit and Assurance Committee, and working closely with the Chair and other Board members help steer the organisation to deliver its priorities and strategic objectives at this critical juncture of the R&R Programme. The successful candidate will also be equipped to guide the Board in matters related to data and digital investment and cyber security.

Candidates must bring financial/accounting expertise, particularly an understanding of public sector finance and be able to evidence strong experience in the fields of data and digital and cyber security.

Key Accountabilities

- Contribute effectively as a member of the Board, which includes supporting collective decisions and balance challenge with assurance and support.
- Ensure prudent and effective controls appropriate to a body responsible for the use of public funds.
- Ensure that high standards of corporate governance and financial management are observed, and risks are assessed and managed.
- Demonstrate a strong commitment to the Delivery Authority's values and behaviours, and to the Nolan Principles of public life: Selflessness; Integrity; Objectivity; Accountability; Openness; Honesty; Leadership.

Essential Skills and Experience

Essential

- Financial/accounting expertise, particularly an understanding of public sector finance and/or experience in developing and managing a complex and diverse real estate portfolio.
- Experience in high-level leadership and delivery at non-executive level in the private, public, or voluntary sectors.
- Demonstrable experience within the field of Data and Digital and Cyber Security.
- Successful track record of managing and challenging risk and assurance;
- Experience of Chairing audit committee meetings.
- Demonstrated resilience in working in an environment of close parliamentary, media, and public scrutiny.



- Demonstrated significant expertise in balancing public and private sector priorities and requirements.
- Political acumen, with the ability to navigate relationships and quickly grasp the environment and dynamics in which Parliament operates, including its interaction with Government.
- Strong interpersonal skills, particularly the ability to influence a wide range of individuals and build productive, collaborative relationships with a senior and challenging stakeholder/shareholder group.
- An enquiring mind and the intellectual rigour to grasp relevant issues, develop creative solutions, and understand complex issues and risks quickly.
- Senior commercial and financial expertise, with a strong understanding of decision-making processes in both public and private sector contexts, including achieving demonstrable value for money.
- A strong track record as a role model for equality, diversity, and inclusion within organisations with diverse workforces.

Desirable

- Experience at board level and an understanding of the opportunities and challenges facing the Restoration and Renewal Programme.



Delivery Authority Values and Behaviours

We are looking for people who embrace the principles of equality, diversity, and inclusion and will bring the Delivery Authority's Values and Behaviours to life:

- *We act with integrity:* we do things right, remaining focussed on health, safety and value for money.
- *We are inspiring:* we lead by example, looking to improve, taking planned risks and celebrating successes.
- *We achieve together:* we work collectively and respond to, learn from, and embrace change.
- *We can be ourselves:* we are inclusive and treat others with respect.

Security

The successful candidates will be required to complete security vetting to a Security Check (SC) level obtained through the Parliamentary Security Department (PSD). They will be required to pass these checks before a start date can be confirmed.

Applicants should also be aware that if they have resided outside of the UK for a total of more than two of the last five years, they may not be eligible for vetting.

Guaranteed Interview Scheme

The Delivery Authority is a committed Disability Confident Employer and as such, operates a Guaranteed Interview Scheme (GIS) for candidates. We are committed to interviewing all applicants with a disability who provide evidence of meeting the essential requirements necessary for the post, as set out in this applicant pack.

To be eligible, your disability must be within the definition laid down in the Equality Act 2010. A disabled person is defined by the Act as someone who has a physical or mental impairment, which has a substantial and long-term effect on their ability to perform normal day-to-day activities. For the purposes of this recruitment, these words have the following meanings:

- 'Substantial' means more than minor or trivial,
- 'Long-term' means that the effect of the impairment has lasted, or is likely to last, 12 months (there are special rules covering recurring or fluctuating conditions),
- 'Normal' day-to-day activities include everyday things like eating, washing, walking, and going shopping.
- Should you wish to be considered under the Guaranteed Interview Scheme, you will be given the opportunity to indicate this preference within our online application process.



Proposed Timetable

We will try to offer as much flexibility as we can, but it may not be possible to offer alternative dates for interviews. You are therefore asked to note the below timetable, exercising flexibility through the recruitment and selection process, to meet the dates given. Please note that these dates may be subject to change:

Activity	Timings
Closing date	1 June 2026
Panel interviews	29 June 2026

How to apply

Please apply through the Restoration and Renewal Delivery Authority website and click apply where you will be invited to upload the following documents,

- A detailed CV (maximum 2 sides) setting out your career history, with responsibilities and achievements.
- A covering letter (maximum 2 sides) highlighting your suitability for the role and how you meet the person specification. Please note that the covering letter is an important part of your application and will be assessed as part of your full application.

GDPR personal data notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.

If you require any reasonable adjustments during the application process please email:
helen.roffey@r-r.org.uk