

Management Board

PARLIAMENTARY ACCOMMODATION PROGRAMME*A paper by DG Facilities***Purpose**

1. Following the decision of the House of Commons Commission to halt the existing Accommodation Programme in order to review options in the light of changed circumstances, we must now put the necessary work in hand. I propose that we do so by producing an Accommodation Policy for the House of Commons and re-constituting the Accommodation Programme Board as a bi-cameral body in order to determine and then deliver the particular works projects required. The purpose of this paper is to seek Management Board agreement to this approach.

Action for the Board

2. The Management Board is asked to agree:
 - a. that an Accommodation Policy should be developed for the House of Commons;
 - b. that the Accommodation Programme Board should be reconstituted as a bi-cameral Parliamentary Accommodation Programme Board (PAPB); and
 - c. the proposed membership of the PAPB and sponsorship of the policy development and programme delivery.

Consultation

3. The House of Lords Director of Facilities has been consulted on this approach and will be discussing these proposals with the House of Lords Management Board.

Accommodation Policies

4. The House of Commons Accommodation Policy would be a high level document governing the House's approach to establishing and meeting its accommodation needs. It should identify the priorities that have been established by the Management Board and Member Committees; specify the constraints that apply; and address the requirements of the House, Members, Members' staff, House staff and contractors, providing guidance on the standards to be met in terms of floor space, use and basic physical attributes. The Accommodation Services Director is to produce this document, working closely with Estates Directorate colleagues and consulting as necessary. The draft Policy is to be submitted to the Management Board by the turn of the year, prior to consideration by Member Committees. Progress should be reported monthly to the Director General of Facilities (Commons).
5. The House of Lords will establish accommodation policies in the manner and timescale of their own choosing. It is important that coherence is established, where appropriate, between the two Houses in the matter of accommodation policy.

Parliamentary Accommodation Programme Board

6. The House of Commons Accommodation Programme Board should now be dissolved, and a bi-cameral Parliamentary Accommodation Programme Board established in its place. The Programme Board would be accountable to the two House Management Boards, with PEB fulfilling an assurance role. The Board should be tasked to develop an Outline Programme Business Case presenting cost estimates for a range of options that would deliver the Accommodation Policies of each House. The Outline Business Case should be prepared in parallel with, and with reference to, the draft HoC Accommodation Policy, and submitted to the Management Board at the same time (end 2010). Following approval, the PAPB should then develop a full Programme Business Case, and deliver the projects that are established as a result.
7. For the House of Commons, reflecting the priorities established by the Commission, the Programme should include the construction of an Education Centre and the disposal of at least one of our leasehold properties in order to save costs. Options should include measures to resolve the windowless offices problem, and the promotion of closer working between library and committee staffs. The Lords priorities are to consolidate on the Millbank Island site and, likewise, to reduce costs. The Programme should also make a quantifiable contribution to meeting our environmental targets. The programme should include the various projects required to refurbish our existing owned and leased buildings to the standards appropriate to the present economic circumstances.

8. Board membership is proposed to be:

Mel Barlex	(Chair)
[s.40]	(Programme Support, to rotate periodically between Houses)
James Robertson	(HoC Accommodation Policy & Requirements)
[s.40]	(HoL Accommodation Policy & Requirements)
[s.40]	(while required for Education Centre)
[s.40]	(Programme delivery)
[s.40]	(Finance & savings)

Sponsorship

9. Policy development and programme delivery both require Board level sponsorship; it is proposed that the two Facilities Directors fulfil this role, representing their respective Houses but working together for the best interests of Parliament as a whole. The sponsors should engage with Board colleagues and Members as appropriate, as senior stakeholders.

John Borley
Director General Facilities
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