

Saxton Bampfylde



HOUSES OF PARLIAMENT
R&R DELIVERY AUTHORITY

Project Director (Palace of Westminster)

Candidate Information Pack

July 2026

Project Code: OZZYE2



Introduction

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.



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.





The Role

We are seeking an experienced and visionary Project Director to lead the delivery of a landmark restoration and renewal scheme for one of the world's most iconic buildings. This high-profile project will transform an existing historic building, delivering exceptional outcomes in safety, design, social value, commercial viability, and community impact.

The Project Director will be responsible for the end-to-end leadership of the scheme, from pre-construction design and consents, construction sequencing, procurement, and works on site. This role demands strategic oversight, stakeholder engagement, commercial acumen, and rigorous project management.

Key Accountabilities and Responsibilities

- **Strategic Leadership:** Define and drive the overall project strategy, ensuring alignment with organisational goals and stakeholder expectations. Actively promote and demonstrate a strong safety and security culture in the project design and construction environment. Implementing the health, safety and wellbeing policy and strategy. Support the discharge of CDM Client duties.
- **Project Management:** Lead the planning, scheduling, and execution of all phases of the development, especially design and consent management in the near-term. Ensuring delivery on time, within budget, and to the highest quality standards. Managing our key design and project management consultants.
- **Stakeholder Engagement:** Build and maintain strong relationships with internal teams (including security, other Parliamentary projects and future facility management), local authorities, and community groups.
- **Commercial Oversight:** Formulate and manage budgets, contracts, procurement strategies, and risk profiles to ensure financial robustness and value for money.
- **Governance & Reporting:** Establish and maintain governance structures, reporting frameworks, and assurance processes to support transparent decision-making and accountability.
- **Team Leadership:** Build and lead a multidisciplinary project team, fostering a collaborative and high-performance culture.
- **Risk Management:** Identify, assess and mitigate risk that may affect project delivery. Ensure projects comply with legal, regulatory and organisational standards.
- **Social Value:** Ensure the project meets all regulatory, environmental, and sustainability standards, including planning conditions and social value commitments.
- **Integration:** Work with the wider R&R Programme to promote an integrated approach to delivery.



Key Stakeholders and Relationships

- Delivery Authority Executive Team.
- Client Team Leadership Team.
- Senior members and officials in the House of Commons and House of Lords.
- Regular contact with other Head of Functions and individuals at various levels and functions within the R&R Programme Delivery Authority and Client Team.
- Industry bodies and other external advisors.
- Lead consultants contracted to provide professional services to the Restoration and Renewal Programme.

Qualifications, Skills and Experience

Essential

- Proven track record of delivering complex major project schemes of £250m+ value.
- Strong leadership and stakeholder management skills, with experience in navigating political, commercial, and community interests.
- Deep understanding of construction, planning, design, and development processes.
- Commercially astute with experience in contract negotiation, procurement, and financial management.
- Excellent communication, presentation, and reporting skills.
- Relevant professional qualifications (e.g., RICS, MCIOB, MICE) or equivalent experience.
- Experience of discharging CDM Client duties.

Desirable

- Undergraduate degree in a relevant subject or certified practitioner in a recognised project/programme management methodology e.g. PRINCE2, APM or Managing Successful Programmes (MSP).
- Experience of major projects in the built environment.
- Be able to grasp the environment and dynamics in which Parliament operates, including its interaction with Government.





Delivery Authority Values and Behaviours

We are looking for someone who embraces 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 candidate 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.

Due Diligence

Due diligence will be carried out as part of the application process, which may include searches carried out via internet search engines and any public social media accounts.

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 consider yourself eligible to apply for this role under the Guaranteed Interview Scheme, please ensure you fill in the appropriate section of the diversity monitoring form.



How to apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to the Restoration & Renewal Delivery Authority on this appointment.

Candidates should apply for this role through our website at roles.saxbam.com using code **OZZYE2**. The closing date for applications is noon on **Friday 21 August**.

Click on the 'apply' button and follow the instructions to upload the following:

- 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.
- Complete the online equal opportunities monitoring* form.

* The equal opportunities monitoring online form will not be shared with anyone involved in assessing your 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, please contact Maria.Dodson@saxbam.com to see how we can meet your needs.



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