

NETTING OFF PROJECT
Project Board Meeting
The Coach House, Shotteswell
Wednesday 11th February 2004 – 11.00am

Present:

Project Board Members
Graham Choldcroft (Chair)
Ian Duncan
Lyn Sheppherd
Paul Smith

Also present:

Chris Scroxtton (Project Manager)
Dan Campsall (PR Manager)
Jo Goodwin (Pjt Mgr PA)

1. Apologies / Not in Attendance:

Neil Olney

2. Minutes of the Last Meeting

Agreed as a true record

3. Action Points

Action: ID to draft letter to Kevin Delaney and signed by GC

Kevin Delaney from the RAC has agreed to be the independent representative on the Board. He was invited to this meeting but unfortunately was not able to make it.

Action: DC to look into Crime Stoppers

DC informed the Board that TVP are happy for us to do something with Crime Stoppers. One of the suggestions was to put posters on post noting any vandalism of cameras.

Action: CJS to send bid information to all Board members

CJS had not sent bid information round but handed out hard copies to all Board members at this meeting. CJS informed the Board that he has not heard anything from DfT/PA about the bid and so hopes this is good news.

Action: CJS to look at different solutions of re-housing vehicles with KA

CJS is still looking into this.

CJS informed the Board that the move to Beaumont House is no longer happening. The police did not make a decision in time, and the window for financing the move needed to be prior to the end of this financial year.

Action: GC to start up a working group on Prosecution Policy

GC informed that he no further forward with this and it is still to be on the Agenda

National Conference – DC and BF attended the National Conference. Some useful

information came out of it. The question of legacy sites came up but no clear answers were given.

4. Terms of Reference

CJS raised the issue of the terms of reference for independent non voting members. GC confirmed that Kevin Delaney will not attend the closed Board meetings. CJS said that non voting members need to be aware that the information they take away from the meetings is confidential. CJS suggested that a few simple Terms should be put down. .

Action: ID to draft out Terms of Reference and circulate to all Board members.

5. Activity Reports

BF report was emailed round previous to this meeting. No queries were raised. CJS informed that he has submitted the bid to DfT within the time scale required. A summary copy of the bid report had already been handed out. DC informed that there are several issues with PR. DC had received a letter from John Redwood MP. He was complaining about the report that DC had produced and sent round to 21 MPs. CJS felt that the letter was disgraceful and it has been sent to DfT for feedback.



Action: ID to send copy of contract to CJS

6 & 7 Partners Income and expenditure statements & Partners claims for expenditure

Mel Lay asked to have these items put on the Agenda.

Action: CJS to write to all partners

8. EFQM

There seems to be only 1 team working on EFQM. GC this needs to be revisited. It was suggested to discuss this at the beginning of Corporate Governance meeting.

9. Freedom of Information

Already discussed in closed meeting

10. Any Other Business

PS raised the subject of clarity of assessments on existing sites. CJS said that its still status quo. PS asked what about sites that do not have any impact. CJS informed that these sites need to be looked at and removed if not working. ID said that all cameras that were in before the scheme should not be removed.

Action: CJS to send PS an enforcement deployment at particular site

The issue of Frank McKenna was raised. CJS informed that a researcher has just been taken on and they are currently looking through the existing information.

Action: CJS to give an update at the next meeting

8. Date of Next Meeting

18 th March	9.30am start
12 th May	2.00pm start
7 th July	10.00am start
13 th October	10.00am start
24 th November	10.00am