

NETTING OFF PROJECT
Project Board Meeting
The Coach House, Shotteswell
Wednesday 5th November 2003 – 11.30am

Present:

Project Board Members
Graham Choldcroft (Chair)
Ian Duncan
Paul Smith
Neil Olney

Also present:

Chris Scroxton (Project Manager)
Jo Goodwin (Pjt Mgr PA)

1. Apologies / Not in Attendance:

No apologies were received

2. GC asked for an update from the Steering Group Conference as he was not able to attend the whole day. ID informed that on a whole it was a successful day. The main outcome of the conference was to confirm the Terms of Reference for the Steering Group and Project Board. These were confirmed and sent out. It was agreed that there will be 2 meetings next year. One conference style meeting and the other working group meeting. ID will pass over his Chairmanship to Neil Mathews at the first meeting which is to be held on the 15th June 2004. ID would like to say thanks to all those who contributed to the Steering Group Conference.

It was agreed that an independent representative should be on the Board. It was suggested that perhaps somebody from the RAC or AA should be approached. ID suggested Kevin Delaney from the RAC. This was agreed a good idea. If Kevin Delaney declined the request it was suggested to contact Rebecca Reece from the AA.

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

3. Project Update

CJS informed the members that there is an issue with the bid. At the moment the templates that are to be used have not been agreed and it looks like the bid will be pushed back to December. CJS feels there will be no problems with the bid.

CJS handed out a document about Fixed and Mobile Site Enforcement Strategy. He informed that the team had been working on a new strategy. He asked for the Board members to go away and read the document and to give feedback. CJS is due to have a meeting with NO and MC to discuss the strategy.

Action: Members to give feedback on enforcement strategy

CJS advised that financially things are ticking by the first 6 months are slow anyway. The figures regarding casualties are quite positive, reports will be circulated when completed.

Action: CJS/JG to circulate Collision and Casualty figures

Date of Next Meeting

Next Project Board meeting agreed as follows:
Monday 15th December 2003 - 3.00pm at Shotteswell