

CDS Programme Board Action Notes

Date: 1st July 2011
Time: 10:30am
Venue: Somerset County Hall
Chair: Sheila Wheeler (SCC – Chief Exec)
Attendees: Cllr David Hall (SCC - Lead Member), Pat Flaherty (SCC Head of Service), Phil Norrey (DCC – Chief Exec), Cllr William Mumford DCC - Lead Member), Rob Hetherington (DCC - Head of Service), David Turner (North Somerset Council – Head of Service), Kevin Hanlon (BDUK – Account Manager), Keri Denton (DCC), Dave Cornish (SCC) , Phil Saw (BDUK - Deputy Programme Director)

Apologies:

Item	Title
1	Procurement Strategy
Actions	Integration with Community Project <ul style="list-style-type: none"> • BDUK to liaise over evaluation criteria and weightings • Team to pursue opportunity of procuring jointly with Wiltshire • Need to explore issues as part of meeting with the BDUK procurement team on 8th July • BDUK to provide an update on the Rural Community Broadband Fund • Plan and deliver Devon and Somerset call off as part of National Framework
Decisions	Integration with Community Project <ul style="list-style-type: none"> • Having reviewed the Risk Matrix and debated the issues the Programme Board unanimously agreed to support the BDUK framework.
2	Local Broadband Plan
Actions	<ul style="list-style-type: none"> • Programme Director to agree the sign off of the Plan and the onward dissemination with BDUK
Decisions	<ul style="list-style-type: none"> • The Board agreed to delegate authority to Programme Director to agree the sign off the plan with BDUK.
3	Funding Update
Actions	<ul style="list-style-type: none"> • Note of the Brussels meeting to be produced and circulated to the Board. BDUK and Project Team to liaise over dialogue and contact with EU and possible funding opportunities. • Sheila to write and thank Sir Graham Watson on behalf of the Project for the meeting and opportunity to meet EU colleagues
Decisions	
4	AOB
Actions	<ul style="list-style-type: none"> • Update the Project Team on how to handle any contact from suppliers. • Agree communications with suppliers with BDUK at the proposed meeting next week.
Decisions	
5	Date of Next Meeting
Actions	

Decisions	
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