

CDS Programme Board

Action Notes

Date: 7 December 2017

Time: 11 am- 1.00 pm

Venue: Somerset County Hall

Chair: Paula Hewitt

Attendees: Simon Gregory , Stuart Barker, David Hall, Alan Sribljanin, John Wilkinson, John Williams, Philip Bullivant, Martin Brown

By Phone: Phil Norrey,

CDS: Keri Denton, Phil Roberts, Peter Doyle, Katriona Lovelock, Ken Singleton

Apologies: Pat Flaherty, Tom McKillen

Item	Title
1	Phase 1
Actions	Update regarding ongoing assurance of delivery and VFM and the contract closure process. Final Milestone Achievement Certificate has been issued and final claims can now be processed which will allow the contract closure process to be completed in conjunction with BDUK. As previously reported Gainshare / Clawback will be due under the contract. Following the Phase 2 change control there will be more clarity about the premises which will still need a service and it will be possible to consider the options for investing Gainshare/ Clawback.
Decisions	Board approval of proposals for contract closure process.
2	Phase 2
Actions	Update on mobilisation. Initial detailed planning and design work has been progressing. As previously reported Contractors have been modelling additional funding and the Change request is going through the BDUK assurance process. Once the changes have received assurance and formalities are completed it will be possible to update grant funding agreements and contracts and detailed information about the roll out will be available.
3	Communications
Actions	Update on communications for Winter 2017/18 which will provide detail of the roll out following assurance.
4	Voucher scheme
Actions	Consideration of report on proposed voucher scheme.
Decisions	Voucher scheme recommendations accepted.