

## EPH Modernisation Programme Board

Thursday 27 March 2014 – 12.00-1.00pm

**Present:** Ruth Barton, Tracey Carter, Paul Edmondson-Jones (Chair), Ian Floyd, Stewart Halliday, Melanie Hopewell (Minutes), Debbie Mitchell, Graham Terry, Max Thomas, Steve Waddington, Chris Weeks.

**Apologies:** Alice Beckwith

### Minutes of last meeting

1. The minutes of the last meeting on 18 March were agreed.

### Presentation by Graham Terry

2. Graham talked through the attached slides.



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3. The Board still felt that it did not have sufficiently clear information on which to make the decision as to whether or not to proceed with the procurement. The differing views of GT and Finance on some key issues are leading to a lack of clarity and confidence in what is being presented.
4. Ian suggested that the presentation needs to be stripped back and made much simpler - with one side of A4 showing the bottom-line financial costs of each option over the life of the contract, and another side of A4 capturing the qualitative aspects of each option.
5. It was agreed that members of the Project Team need to have **agreed** the data/assumptions that underpin the final costings work **before** it is presented to the next Board.
6. Chris highlighted again the challenges involved in getting the right people involved at the right time to both produce and, most crucially, agree the necessary information. With Easter holidays approaching it was recognised that at least 3-4 weeks would be required for this work. Weds 23 April was the first date that both Ian and Paul, as the key Directors, would both be available for a meeting.
7. It was agreed that we should update the bidders as to this latest delay and promise a further update after the next Board, sometime in late April.