

Meeting Next Steps

Title: Leader's Task Group – Ashford MSCP

Date: 16 June 2015

Present:

Councillor Frazer	Councillor Islam	
-------------------	------------------	--

In attendance:

Cathy Munro		
-------------	--	--

Apologies: Councillor Kavanagh

Next Steps

No.	Action	By whom	When
1.	It was clarified that this was not the first official meeting of the Task Group but a pre meeting. Cathy reiterated that any information or discussions are highly confidential and commercially sensitive and not to be discussed with any other Member or Officer. Councillor Frazer confirmed that this would not be a decision making group but will monitor the project.	CM	
2.	Terms of Reference Cathy had prepared a draft Terms of Reference and circulated this to the Task Group for their consideration. She informed them that the Leader did not want any official meetings taking place until he was satisfied that the ToR for all Task Groups.	CM	End of July 2015
3.	Update Cathy gave a brief background and update on the project. Councillor Frazer asked for a copy of the brief that was sent to prospective bidders.	CM	17.06.15
4.	Date of Next Meeting It was agreed that the first official meeting will be at the end of July after a meeting with the top 3 bidders has taken place.	CM	End of July 2015