

## Chief Executive - e-Services Minutes

**Meeting:** Broadband Steering Group Meeting  
**Held on:** 20 December 2005  
**Venue:** County Hall

**Present:**

Ann Carey (minutes)  
David Dukes  
Paul Fisher  
Kurt Frary  
Jaime Warren (South Norfolk District Council)

**Apologies:**

Paul Adams  
Tim Anderson  
Sandra Dinneen

- |  | <b>Actions</b>                             |
|--|--|
| <p><b>1 Cityspace Presentation Follow-up</b></p> <p>AC/KF will liase with Laurie Egan to prepare a briefing paper for Mike Jackson to agree the interface between the P&amp;T bus project and the Norfolk Open Link project.</p>   | <p>AC/KF</p>                               |
| <p><b>2 Wireless Project Update</b></p> <p>DD will check that Tim Byles is happy with the proposed project name. TB initially commented that he did not want any confusion with the Open 247 project.</p> <p>AC outlined the proposed management and governance role of the Steering Group and the group agreed to take on the role.</p> <p>AC will check with Paul Adams which member group the project should report to (e.g. CARP, P&amp;T environment, waste and economic development).</p> <p>KF will secure necessary web domain names.</p> <p>AC/KF will liase with James Dunne to include both general awareness and promotion of application ideas (including NCC staff) in the Communication Plan. Use of existing communication processes such as 'core brief' and the Chief Executive lunchtime briefing sessions will also be included.</p> | <p>DD</p> <p>AC</p> <p>KF</p> <p>AC/KF</p> |
| <p><b>3 South Norfolk Internet Mobility Project</b></p> <p>Tenders for the South Norfolk Internet Mobility Project have now been received. JW advised that there were only two valid responses and both of</p>   |  |

were from Synetrix. Evaluation will take place during early January and the contract sign target is late January.

It was agreed that management and governance of this project should be closely linked with the Norfolk Open Link project. DD and JW will meet to agree and document proposals.

JW/DD

**4 Advanced Content Centre Project**

Carried forward to next meeting.

**5 AOB**

An external consultant has approached KF and asked to observe the Norfolk Open Link project. The group agreed that this request should be rejected. However, as this project is likely to generate much external interest, there is a need to ensure that the Communication Plan includes regular publication of appropriate information onto the web site.

KF

**6 Date of the Next Meeting**

Tuesday 24th January at County Hall, Mezz 3.