



## Terms of Reference – Peer Review 25-26 June 2009

Peer Review Group: Malcolm Hutchison, Mike Heath, Willie Gillen, Andy Sloan

Internal Attendees: Steven Bell, Susan Clark, Richard Jeffrey, Stewart McGarrity, Dennis Murray, Frank McFadden

Topic: Infraco Contract Management

### Proposed Terms of Reference

- Review of Strategic Options - progress made to date including DRP/Mediation update
- Contract Management – including change, compensation events, relief events and correspondence
- Programme
- Team (Commercial, Operational and Programme) - is the composition of the team the correct size, shape and of adequate experience to meet the needs of the contract given the current environment and behaviours being experienced

### Proposed Timetable

#### Day One

Overview (inc five key themes)	Steven Bell / Richard Jeffrey	09.00 – 09.30	30mins
Strategic Options, DRP, QC opinion	Steven Bell / Stewart McGarrity / Andrew Fitchie(TBC)	09.30 – 11.30	2 hrs
Contract management	Dennis Murray / Frank McFadden	11.30 – 13.00	1.5hrs
Programme	Susan Clark / Steven Bell	13.30 – 15.00	1.5hrs
Team	Susan Clark / Steven Bell	15.00 – 16.00	1hr
Close	Susan Clark / Steven Bell	16.00 – 16.30	30mins

#### Day Two

Report writing	Peer Review Team	09.00 – 13.00	4hrs
Report presentation	Peer Review Team / Steven Bell / Susan Clark	14.00 – 15.00	1hr