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**From:** Richard Jeffrey  
**Sent:** 16 May 2011 10:16  
**To:** Mandy Haeburn-Little; Lynda McIlwraith  
**Subject:** FW: Meeting to discuss governance

Please see attached e-mail to Dave Anderson

I gave a précis of this to the staff at the update today.

I was asked about Staff consultation. I said quite clearly this is NOT a consultation, but that was the beginning of the end of uncertainty, that it was my view that tie would continue, but it would be a different size (smaller) and shape. That work was underway to agree the new size and shape, and a target of 8<sup>th</sup> June had been set for this. Once the new size and shape was know, then, if required, there would be a formal consultation.

I will suggest Gavin checks with you before issuing the internal update based on this briefing.

Thanks

Richard

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**From:** Richard Jeffrey  
**Sent:** 13 May 2011 15:17  
**To:** 'Dave Anderson'  
**Cc:** 'VRE - ██████████', Steven Bell  
**Subject:** Meeting to discuss governance

Dave,

Thanks to you and Bob for your time today, a most productive meeting.

We agreed the following actions.

1. Subject to checking that it is legal, and within relevant powers, and subject to ensuring all the people who need to be consulted and informed according to a comms plan (to be agreed) we agreed that it would be a good idea to formally suspend the TPB and replace it with the Joint Project Group and the Joint Project Forum immediately after the TPB on 8<sup>th</sup> June. It is our intention that these interim arrangements would then become the permanent arrangements once ratified by CEC council, if required.
2. I suggest you carefully consider Steven's latest report on MoV 4, issued this afternoon. We would be happy to meet to discuss its content.
3. Given a mutual understanding of MoV 4, and assuming it sets a precedent for MoV 5, we can then be clear on the rights and obligations of the client going forward. This in turn should allow us to plan the resource the client will require to administer the modified contract. We would the need to decide which activities CEC wished to have tie conduct, which it would conduct itself, and which it would sub-contract to third parties. Considering the implications of all of this, we should then be able to determine a size and shape for tie going forward.
4. We would then design a transition plan.

All of the above to be completed by 8<sup>th</sup> June

Regards

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