

Progress Update – Meeting Venues

Number	Recommendation	Responsibility	Anticipated Completion Date/ Completion Date	Evidence of Progress 27/07/09	Assessment of progress (Categories 1-4)	Evidence of Progress 13/10/09	Assessment of progress (Categories 1-4)
5	That the use of telephone conference calling be promoted for smaller meetings in order to reduce the pressure on conference facilities, unnecessary travelling and car journeys and, subject to available resources, the use of video calling be considered as a further alternative.	Ian Miles, Head of ICT	TBA (subject to resourcing)	Costs for conferencing solutions established. HoS/CMT canvassed for information on outside agencies who also have external conferencing facilities. NE Authorities also canvassed with regards their capabilities. Proposals to be taken forward through the ICT Strategy Group. Pilot implementation to be adopted to gain feedback on the impact of this service. Pilots may be met within existing budgets.	2 - On Track	Implementation project to be resourced and scheduled.	3 – Slipped (on-hold)