

## **Seamless Flow Advisory group**

**Meeting September 2006**

### **Summary**

#### **Programme Progress**

The Programme Manager presented a programme update that included details of :

- Successful tendering process for key projects
- GSI update
- Web page development
- Individual project status

#### **E-Appraisal and Selection**

The Project Manager updated representatives with progress made. Instructions / guidance paper on e-appraisal and selection has been produced and will be used for training DROs. Three training days have been scheduled. As part of the pilot phase, an appraisal of TNA has been completed.

#### **Transfer Project - update**

The Project Manager confirmed that stage 2 build has started. With the pilot phase scheduled to start in late autumn.

#### **Preservation and Technology Watch - update**

The Project Manager confirmed that a joint procurement process had successfully produced a contractor for both projects. Functional requirements have been completed. Plan to deliver stage 1 system by spring 2007.

#### **EROL Progress**

The Project Manager confirmed that EROL 2 would be the next stage in an evolutionary approach. EROL 2 would include a local search facility.

#### **Shared Services**

The Programme Director outlined the aims and objectives of this initiative and confirmed the role of TNA in this process.

#### **Communication**

The Head of Records Management presented the results of the Seamless Flow Open Day feedback forms, with 88% rating the day as Excellent or Good.