

**Minutes of the meeting of the Major Projects and Investment Committee
held at 3.00 pm on Tuesday, 10 December 2019
Technopark, SE1 6LN**

Present

Douglas Denham St Pinnock (Chair)
Jerry Cope
Nelly Kibirige
David Phoenix
Jeremy Parr
Rashda Rana
Nazene Smout
Vinay Tanna

Apologies

Tony Roberts

In attendance

Paul Foster (PwC)
Caitraina McCusker (PwC – via teleconference)
Richard Flatman
David Learmont
James Stevenson
Kerry Johnson

1. Welcome and Apologies

The Chair welcomed the members to the meeting. The above apologies were noted.

2. Declarations of interest

No declarations of interest were declared.

3. Minutes of the previous meeting

The committee agreed the minutes of the meeting held on 19 September 2019, and the meeting held by conference call on 16 October 2019, as a true and accurate record.

4. Matters arising

The Committee noted the matters arising.

5. Chair's business

Chair's business was postponed until a future meeting of the Committee.

6. Project LEAP update

The Committee discussed in detail a presentation from PricewaterhouseCoopers (PwC) on the progress of Project LEAP. PwC outlined the options around technology choice and deployment, noting in particular:

- Customer Relationship Manager (CRM) led options offered a more innovative roadmap for the future;
- Many of the issues with the current student experience would not be solved by a new Student Record System (SRS) alone;
- The overall recommendation by the Executive was for CRM-led technology deployment.

It was explained that Workpackage 3.0 would test the hypothesis outlined in the presentation and further examine all options.

The Committee was advised that the Executive had discussed the proposal, progress to date and the fact that the education strategy that needed to align with the student journey was not at the stage of development expected. It would be impracticable to pause the project while the education strategy was fully developed and development was therefore proposed to continue alongside WP3 delivery. The Executive supported progressing with WP3 and noted that a new governance structure has been in place since October 2019 which is helping ensure greater shared ownership of LEAP.

The Committee noted the need to have sight of a more detailed business case, including details of benefits to be realised, project governance and milestones, in order to address assurance around value for money and the risk of “mission creep”. It was advised that this business case would come to a meeting of MPIC in Spring 2020.

After due consideration the Committee:

- Endorsed the shift in programme focus;
- Noted the completion of activities and deliverables in WP2.0;
- Noted and endorsed the CRM-led technology deployment, subject to testing during WP3.0;
- Noted the activities which made up WP3.0;
- Approved the funding of [REDACTED] for WP3.0 to enable the programme to proceed.

**Date of next meeting
3.00 pm, on Thursday, 27 February 2020**

Confirmed as a true record

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..... (Chair)