

Attendance note

20/04/2016

SU/JH IMPRESS

JH rang. Their responses were due today. They have these ready along with some supporting documents. They are however still awaiting one document – a new agreement with IPRT. He is very frustrated that he hasn't got this yet and has been chasing IPRT. As a result of this he may need to ask for another extension of time, he thinks of about 5 working days. He will write to us about this. SU will consider when she has the letter.

SU/JH IMPRESS

JH rang to check that SU had received IMPRESS's letter asking for a further 5 days. SU confirmed she had and that having considered the matter we agreed that it was fair and reasonable to allow this. She will drop him a line now...