

Minutes from SS/Mediation/Branch Improvement Programme – 15th August 2013

Attendees: Chris Day, Simon Baker, Susan Crichton, Martin Edwards, Lesley Sewell, Angela Van-Den-Bogerd, Mark Davies, Andy Holt

Not present: Paula Vennells, Alwen Lyons

Key Decisions:

1. Approval given to launch the mediation scheme on the 23 August.
2. We will put out a communication to interested media informing them of the launch
3. Communications should not use the word "Horizon"
4. TOR for improvements project approved
5. Budget forecast was noted
6. Stakeholder points of contacts agreed (updated below)

Actions:

Actions from meeting 15/08/2013				
1	All members to forward comments on the Working Party TOR to Susan by next Tuesday	All	20-Aug	new
2	Mark to draft a communication that will go to interested media before the launch	Mark	20-Aug	new
3	Andy to talk to Charles Colquhoun to determine our net risk position regarding compensation and update the budget forecast accordingly	Andy	29-Aug	new

Stakeholder Points of contact

Points of contact for key stakeholders

Stakeholder	Post Office Point of Contact
Second Sight	Angela Van den Bogerd
James Arbuthnot and Janet Walker	Susan Crichton / Alwen Lyons
MPs except JA	Mark Davies
Alice Perkins \ Board	Susan Crichton
Exco	Susan Crichton
Unions	Angela Van den Bogerd
JFSA	Angela Van den Bogerd
Media	Mark Davies
Independent Chair	Susan Crichton
IT Suppliers	Main: Lesley Sewell Press Office: Mark Davies
NFSP	Angela Van den Bogerd
BIS	Susan Crichton
RMG	Jon Millage – Susan Crichton Press Office – Mark Davies