

## NOTE OF THE IMPLEMENTATION ENTITY STEERING GROUP MEETING – 14 JULY 2016

### Administration

The Steering Group (SG) agreed that the minutes of the meeting 07 July 2016 needed revision before being published on the Payments UK website. It was agreed that the minutes need to make clear that the group welcomes the input from the Open Data Institute. It was also agreed that the minutes also need to make complete sense to someone new to the process and/or wider audience.

**(Action: Payments UK – to revise the minutes and circulate for final approval.)**

*[Secretary Note: This action was completed on 15 July 2016].*

### Implementation Trustee recruitment

P. Mind provided an update on the work to recruit the Implementation Trustee (IT). He said that the executive search agency has now put together a recruitment pack and substantive comments to assist the work. The SG agreed the IT should be hands-on but supported by a programme director so that the IT can broker consensus, represent the Implementation Entity (IE) to stakeholders and if necessary impose solutions. **(Action: Payments UK – to discuss with CMA/Odgers to ensure SG/CMA/Odgers were fully aligned on the brief).**

### Implementation Entity Advisory Group

The SG discussed that the Advisory Group (AG) could elect from within its membership convenors, perhaps 3, who would become ex-officio members to the SG – as representatives with an equal voice. **(Action: Payments UK - Secretary to revise AG ToR for agreement by the SG).**

### Technical Work Plan

A note had been provided on the potential work streams and the SG noted the need for a second scoping work shop to refine the initial view in time for responding to the CMA later this month.

### Attendees

Name	Organisation	
Paul Horlock (chair)	Nationwide	
Helen White	Danske	
Andy Hamilton	RBS	Dial-in
Graeme Donald	LBG	
Daniel Ehreich	Bol	
Esme Harwood	Barclays	
Steven Bisoffi	Nationwide	
James Whittle	Payments UK	
Tom Dunbar	Payments UK	
Phillip Mind	Payments UK	
Ros Beaumont	Payments UK	

### Apologies

Walter McCahon	BBA	
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