

PAF (11)4th Meeting

14th July 2011

THE POSTCODE ADDRESS FILE

ADVISORY BOARD

Minutes of the meeting held at 13.30 on Thursday, 14th July 2011

At Royal Mail

Room 1, Phoenix Centre, Phoenix Place,

London, WC1X 0DG

PRESENT

Ian Beesley	Chairman
Joel Curry	QAS
Terry Hiles	Capscan
David Heyes	Wigan BC
Michael MacClancy	The DX Group
Emma Gooderham	Allies Computing
Razia Ahamed	Google
Ian Paterson	UK Mail
Iain McKay	Improvement Services (Scotland)
Alan Halfacre	Mail Users' Association

Also in attendance

Steve Rooney	AMU)	
Ian Evans	AMU)	items 5-9
Tom Foyle	AMU)	
Graham Wonham	PM Quality Directorate)	
Steven Cape	Postcomm observer		

Apologies

Tim Drye	Direct Marketing Association
Philip Groves	Postcom
Martin Taylor	Royal Mail

1. MATTERS ARISING:

David Heyes reported that the way was now clear to talk to the Metropolitan Police at ACPO level about joining the Advisory Board to represent the emergency services.

2. THE CHAIRMAN'S UPDATE:

- The Chairman confirmed that the research project to estimate the value of PAF to the UK economy would probably start in August. The delay had been because of delays in the AMU securing the necessary funds for the study. They had recently confirmed that they were hopeful that all outstanding issues of finance were close to resolution. Provided the AMU finance was speedily forthcoming the research findings would be presented to the research working group and made public at the Open Meeting in November.

Looking ahead, the Chairman had suggested to the AMU that a research budget for the PAB should form part of their annual budget planning so that future projects were not delayed. He was confident that the procedure followed in selecting the preferred contractor for the current study was sound and had told the AMU that it was not acceptable for Royal Mail procurement to compromise the independence of the Advisory Board by seeking to monitor the Board's actions.

- The Chairman confirmed he had written to Royal Mail with the Board's advice that whether to include the Cornish Language in PAF addresses did not raise issues of principle and should be a commercial decision.
- The Board noted that treatment of the delivery point suffix in Bulk mail pricing had been taken up by Postcom and was under discussion with Royal Mail lawyers. The outcome should be public in the next week or so.
- The Chairman reminded Board members of the request from the preceding meeting for them to review how communications with their local constituencies could be improved. (PAF(11) 3rd meeting conclusion 3)

ACTION: Board members to review communications with their constituencies.

3. LOOKING FORWARD TO 2013

The Board agreed to set up three working groups in preparation for the 2013 licence exercise:

- A group to develop a survey of what PAF users would like to see improved in the database or the user licence - to report back at the Open Meeting in November
- A group to develop a PAB Charter for 2012/13 – to be led by Joel Curry. (Razia Ahamed and David Heyes later confirmed their willingness to serve on the working group.)
- A group to consider how the planned licence compliance engine, could be developed in preparation for the 2013 licence exercise. (Terry Hiles subsequently agreed to lead on this issue on behalf of the Advisory Board.)

ACTION: The Chairman to consult further on composition of the survey and compliance engine working groups.

- The Board also noted the interest of the Cabinet Office Minister, Francis Maude, in PAF and possible developments involving the planned Public Data Corporation.

ACTION: The Chairman to report back on developments at the September meeting, including on the possibility the 2013 licence exercise could be deferred.

4. TEMPLATE FOR CONSIDERING THE INVESTMENT PROGRAMME PAF (11)15

The Board reviewed PAF(11)15 and agreed that it provided a solid basis for discussion of the planned uses of “excess profits” on PAF. It was worrying that there were still discrepancies in the figures received from Royal Mail.

ACTION: Board members to send any detailed comments on the investment document to the Chairman as soon as possible.

ACTION: Board members to advise whether the investment programme should be considered by a working group or at a special full board meeting.

ACTION: The Chairman to press Royal Mail for the 2010/11 P&L figures so that the Advisory Board views could be fed into the AMU in time for the late summer Royal Mail budget round

5. PAF & RM OPERATIONS

Graham Wonham presented a description of the working relationship between the AMU, Royal Mail Operations and the Operations Quality command, including PAF validation and the supporting SLA. In discussion it was suggested that AMU review the value of keeping business names in core PAF given the difficulties in keeping the data up to date.

ACTION: The Chairman to consider with AMU and QAS whether matching data from the Just Built file with credit returns could help identify where there are bottlenecks in supplying up to date PAF addresses for new build properties.

6. AMU UPDATE

- Navigation Licence
AMU confirmed the consultation had finished. A final version was expected to go live at the end of July and the Board would have sight of the text beforehand.
- Compliance Centre
AMU would launch the Compliance Centre by the end of August. Access would be through the Royal Mail website.
- Public Sector Mapping Agreement
In view of the slowness of negotiation the proposed October launch of the Public Sector PAF Licence looked to be at risk. The Board discussed options for releasing the log jam by providing the DCLG with data on PAF licence fees currently paid by public sector organisations in such a way that the PAF licence confidentiality provisions would not be breached.

ACTION: The Chairman to write to the AMU with a description of the options considered that could be shared with the DCLG.

- BFPO

AMU confirmed they were currently finalizing the last details of an addition to the PAF file that would cover BFPO addresses. Details would be shared with the Board before the end of July and the file was expected to go live shortly afterwards. In discussion it was pointed out that SP's would need reassurance that no confidential data was included in the BFPO data before they could add it to the information currently supplied to end users.

ACTION: AMU to offer demo BFPO data to provide reassurance to the solutions providers.

7. THE OUTLOOK FOR REGULATION

Postcomm confirmed their merger with Ofcom from the 1st October 2011 and that the former Postcomm functions would not be ring-fenced. The current system of licencing of mail operators will be replaced by one of authorisations. Initially these authorisations will contain conditions that will have the same effect as the licences but the conditions are likely to evolve as Ofcom completes its review of the postal market and may, given Ofcom's general regulatory stance, become more permissive. The timing of Ofcom considering PAF was unclear and may not be until at least 12 months after the merger.

ACTION: The Chairman to open up an early channel of communication with Ofcom

8. FUTURE MEETINGS

Fifth meeting on 15th September at the Google Offices, in Buckingham Palace Road, Victoria

Open Meeting 16th November – Coton House, Rugby

[END]