

Dear PAB Members

Firstly, I want to thank everyone for a most productive meeting on 17 September where we produced practical structures and processes that will enable the identification of topical issues, the involvement of a wider range of stakeholders in exploring their views on these issues and ways in which we can better manage stakeholder expectations during the process. Iain Maclean and I are working on a note encapsulating our discussions and I will circulate that when it is drafted probably later this week.

The focus of the 11 November meeting will be on defining the necessary roles and resources required to implement and manage the structures and processes we identified when we met in September. This will be a longer meeting than usual because I want to bring all our discussions together and agree our recommendations to the Board.

As part of your preparation for this meeting I suggest you reflect on the types of mechanisms, some of which we identified at our last meeting, which could be used to engage and capture the views of different groups of stakeholders and specifically how these will work in practice. In particular, what do you believe the role and resource requirements are for each of the engagement mechanisms you identify?

Additionally, we also discussed the requirement to define criteria which could be used to determine whether issues were relevant to .uk policy. What do you believe these criteria should be and at what stage of our process and by whom should they be applied?

Turning to specific roles and resources, as we need to discuss and resolve the following questions when we meet in November, could you please consider these points in advance and develop your ideas ready for the discussion:

- 1) What roles will be needed in the revised policy advisory process?
- 2) What process might ensure that the most appropriate people are involved in each of these roles?
- 3) Where do you think you might be able to contribute most in the new process?

By the end of our meeting we need to have clearly established the role and resourcing requirements and finalised our recommendation on the new policy advisory process.

Eric Ramage  
PAB Chair