

Relocation Project – Staff Meeting

Thursday 15 June 2 p.m. (~~finish 4.30 approx.~~)
finish 5.00 p.m.

The Charlton Hotel Business Centre, Charlton

To attend: All staff, representatives of Reloc plc

Agenda

1 Matters arising:

Approval of minutes from 22 March meeting

Summer holiday arrangements

2 (i) Situation report:

Update on project. Diana Lees

(ii) The shortlist:

Preston (Paper A)

To be decided

Milton Keynes (Paper B)

To be decided

Lille (Paper C)

To be decided

(iii) Relocation timetable:

Calendar (Paper D)

Eva Lawrence

(iv) Arrangements for staff:

How relocation will affect you (Paper E)

Fred Gooch

3 Questions and answers: discussion session to raise questions and set priorities

4 AOB