

Message

From: David Oliver [GRO]
on behalf of David Oliver [GRO] [GRO]
Sent: 27/01/2014 16:11:18
To: Alice Perkins [GRO]; Jorja Preston [GRO]; Paula Vennells [GRO]
CC: Theresa Iles [GRO]; Martin Edwards [GRO] Sarah Paddison [GRO]; Chris Aujard [GRO]
Subject: RE: Meeting with JA tomorrow
Attachments: Agenda for JA meeting.pdf

Alice,

The agenda has gone over to James' office as attached. Janet replied by return saying James would send over his own agenda at some point today.

I have called Janet and tried to get her to slot James' agenda into our framework on the basis of good administration and to avoid two different agenda's circulating.

Janet explained that there were much more detailed issues that James might wish to cover but that she could not go into those yet as James had not signed them off and he had not had his call with Alan Bates which is scheduled for this afternoon. She reiterated that it looked like close of play before the agenda would issue from their side. I pointed out that this made it difficult for us to ensure we could respond fully to points of fine detail which she accepted and stated that she thought James would be fine with some areas being clarified after the meeting – she suggested by phone – I did not get into the detail of it.

In terms of handling ahead of tomorrow I suggest we try and use our agenda tomorrow and slot his items into it and agree this at the opening of the meeting with him.

Separately Ian Henderson from Second Sight has been in touch with Chris Aujard to relay/give a heads up on his conversation with James ahead of your meeting. I am writing up a short note for you on the points he raised now.

David

David Oliver
Programme Manager
Initial Complaint and Mediation Scheme
David.oliver [GRO]
Mobile 07880 055 256

From: Alice Perkins [GRO]
Sent: 27 January 2014 14:53
To: Jorja Preston; Paula Vennells; David Oliver [GRO]
Cc: Theresa Iles; Martin Edwards; Sarah Paddison
Subject: RE: Meeting with JA tomorrow

That's fine for the pre-brief.

I am loath to leave the agenda in their hands so late in the day. If Paula is happy, David, would you please send across the outline agenda (without the annotations) which you suggested for us, collapsing 2 and 4 into a single item? The sooner the better.

A

From: Jorja Preston [GRO]
Sent: 27 January 2014 14:45
To: Alice Perkins; Paula Vennells; David Oliver [GRO]
Cc: Jorja Preston; Theresa Iles; Martin Edwards; Sarah Paddison
Subject: Meeting with JA tomorrow

Alice, Paula & David pre meet
Tuesday 28 January, 9am
Café at Portcullis House

Meeting with James Arbuthnot
Tuesday 28 January, 9.30am
Portcullis House

Please see above confirmed details for tomorrow morning.

Janet will be sending an agenda out later today (no indication of time unfortunately).

Kind regards
Jorja

Jorja Preston I PA to Alice Perkins, Chairman & Alwen Lyons, Company Secretary

1st Floor, Banner St Wing, 148 Old Street, London EC1V 9HQ

[GRO] Postline [GRO]

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Jorja.preston@ [GRO]



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