

From: Aldred, Tom - UKGI[/O=HMT/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=1B473B274AA644839198B72B47DB1BE8-ALDRED, TOM (TALDRED)]
Sent: Wed 20/02/2019 7:14:09 PM (UTC)
To: Cooper, Tom - UKGI[GRO], Adegun, Oluwatosin - UKGI[GRO], Clarke, Stephen - UKGI[GRO], GRO, GRO
Subject: Fwd: Meeting with Paula Vennells 26.02.19

This is worth a read - Sam's take on what the minister wants for her meeting with Paula on Tuesday. I'll lead on the briefing - and may come to you all for some material.

Separately we have been commissioned for an update note for the Perm Sec for his meeting with Tim Parker on 5 March. Hopefully lots of the ministers note can be repurposed

Tom

Sent from my iPhone

Begin forwarded message:

From: "Tolhurst, Mpst (BEIS)"[GRO]
Date: 20 February 2019 at 16:56:49 GMT
To: "Aldred, Tom - UKGI"[GRO]
Subject: RE: Meeting with Paula Vennells 26.02.19

Hi Tom,

The Minister came back on the submission for Paula's package and commented that she'd like an update on the timeline for the departure and thought it would be useful to meet before she leaves. She still feels there are a lot of risks around POL activity.

In terms of briefing, I'd suggest you clearly set out the various ongoing pieces of work and where they are up to – Paula's departure announcement, the interim CEO, the recruitment process, the litigation case etc. She has seen various bits separately and would find it useful to have the summary in one place.

I would suggest you don't chase her on clearance of the interim CEO in the briefing as the Minister is already aware. Also just to note that she is disappointed that we don't yet have a clear path for the recruitment of the new CEO, so would suggest outlining this in as much detail as possible. She may well question you on this before/after the meeting.

Hope that helps.

Sam

<image001.png>

<image002.jpg>

Samantha Rice
 Senior Private Secretary to Kelly Tolhurst MP
 Parliamentary Under Secretary of State
 Department for Business, Energy and Industrial Strategy
 1 Victoria Street, London, SW1H 0ET

GRO

From: Aldred, Tom - UKGI [GRO]
Sent: 20 February 2019 16:26
To: Tolhurst, Mpst (BEIS) [GRO]
Subject: Re: Meeting with Paula Vennells 26.02.19

Sam

Do you know why Kelly asked to meet Paula and what she wants out of the meeting?

I want to make sure we're providing briefing that's useful to her, so it would be very helpful to get your advice on what, if anything, she'd like material on.

Tom C's not available so I'm intending to attend

Grateful for any advice

Tom

Sent from my iPhone

On 19 Feb 2019, at 17:28, Tolhurst, Mpst (BEIS) [GRO] wrote:

Hi Tom,

Kelly has requested to meet with Paula Vennells and we have scheduled this in for next Tuesday 26th 3.45pm, Hoc, Norman Shaw North. Tom Cooper is due to attend and then have a separate meeting with the Minister afterwards.

Could I please ask that you provide a briefing for this meeting, using the attached template, by 12pm on Monday 25th?

Many thanks,
Sam

<image001.png>

<image002.jpg>

Samantha Rice

Senior Private Secretary to Kelly Tolhurst MP
Parliamentary Under Secretary of State
Department for Business, Energy and Industrial Strategy
1 Victoria Street, London, SW1H 0ET

GRO

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GRO

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<Tolhurst Meeting Briefing Template.docx>

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