


From: [Benjamin Tidswell](#)
To: [Rachel Scarrabelotti](#)
Subject: Re: POL Chairman's Annual Appraisal
Date: 23 January 2024 09:26:13
Attachments: [image001.png](#)
[image002.png](#)

Hi Rachel,
How was your break? Hope you had a great time.
Thanks for your email below. Let me make some enquiries and I'll come back to you.
Best
Ben

Sent from my iPad

On 22 Jan 2024, at 19:27, Rachel Scarrabelotti

< wrote:

Hi Ben,

Sorry to disturb you whilst on leave.

Briefly, I have heard from Lorna to please proceed with you on the activities for Henry's appraisal, however Henry has asked me to pause given the pressure of other issues at present. I'd be grateful for your steer on navigating through this – the Code requirement is pretty clear and I have an eye on the end of the financial year approaching by which time the appraisal needs to have been completed by.

Many thanks.

Best,

Rachel

Rachel Scarrabelotti
Group Company Secretary
Legal, Compliance, Assurance and Secretariat

100 Wood Street,
London, EC2V 7ER
postoffice.co.uk

<image001.png>

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From: Gratton, Lorna - UKGI <[REDACTED]>
Sent: 17 January 2024 13:28
To: Rachel Scarrabelotti [REDACTED]; Lorna Gratton [REDACTED]
[REDACTED]; Kennedy, Benjamin - UKGI
[REDACTED]
Cc: Alison Hoyland [REDACTED]; Wilson, James - UKGI
[REDACTED]
Subject: RE: POL Chairman's Annual Appraisal

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Hi Rachel,

They definitely are – sorry, I thought that was already clear. Sorry if it wasn't. Yes please, Ben should start as soon as possible.

Thanks,
Lorna

Lorna Gratton | Director

UK Government Investments

1 Victoria Street, London, SW1H 0ET

T [REDACTED]
[REDACTED]

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PA: [REDACTED]

From: Rachel Scarrabelotti <[REDACTED]>
Sent: 17 January 2024 10:50
To: Gratton, Lorna - UKGI <[REDACTED]>; Lorna Gratton [REDACTED]
<[REDACTED]>; Kennedy, Benjamin - UKGI
<[REDACTED]>
Cc: Alison Hoyland <[REDACTED]>; Rajeswaran, Siv - UKGI
<[REDACTED]>
Subject: RE: POL Chairman's Annual Appraisal

Hi Lorna,

I hope you're keeping well.

Just circling back on my email below. Could you please advise if DBT/ UKGI are content for the first part of the POL Chairman's appraisal to be commenced? Conscious that Ben Tidswell will be on leave for a week after this Friday, so if we could possibly start the process ahead of then?

Grateful for your guidance.

Best,

Rachel

Rachel Scarrabelotti
Group Company Secretary
Legal, Compliance, Assurance and Secretariat

100 Wood Street,
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From: Rachel Scarrabelotti
Sent: 08 December 2023 19:41
To: Gratton, Lorna - UKGI <GRO>; Lorna Gratton <GRO>
<GRO>; Kennedy, Benjamin - UKGI
<GRO>
Cc: Alison Hoyland <GRO>; Rajeswaran, Siv - UKGI
<GRO>
Subject: RE: POL Chairman's Annual Appraisal

Many thanks Lorna. I understand that we will be able to commence with the first steps in the process whilst the back end details are being settled. In this regard Ben Tidswell has reviewed the draft form for the NEDs to complete and had a few edits, as noted in tracking in the attached. I would be very grateful if you could please review if UKGI are comfortable with the revised draft, so we may line up the process to be commenced and likely condensed in time frames early in the New Year.

Best,

Rachel

Rachel Scarrabelotti
Group Company Secretary
Legal, Compliance, Assurance and Secretariat

100 Wood Street,
London, EC2V 7ER

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<image001.png>

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Advance notice of Annual Leave – Wednesday 13 December 2023 – Friday 5 January 2024

From: Gratton, Lorna - UKGI <[redacted]>
Sent: 05 December 2023 17:52
To: Rachel Scarrabelotti <[redacted]>; Lorna Gratton [redacted]
<[redacted]>; Kennedy, Benjamin - UKGI
<[redacted]>
Cc: Alison Hoyland <[redacted]>; Rajeswaran, Siv - UKGI
<[redacted]>
Subject: RE: POL Chairman's Annual Appraisal

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It's still with David Bickerton and the Perm Sec for decision Rachel. Sorry for the delay. I've chased and will let you know when we've heard back.

Lorna Gratton | Director

UK Government Investments

1 Victoria Street, London, SW1H 0ET

T: [redacted]
[redacted]

www.ukgi.org.uk

PA: [redacted]

From: Rachel Scarrabelotti <[redacted]>
Sent: 04 December 2023 11:39
To: Gratton, Lorna - UKGI <[redacted]>; Lorna Gratton [redacted]
<[redacted]>; Kennedy, Benjamin - UKGI
<[redacted]>
Cc: Alison Hoyland <[redacted]>; Rajeswaran, Siv - UKGI
<[redacted]>
Subject: RE: POL Chairman's Annual Appraisal

Hi All,

Further to the below are you able to please advise any progress? With the NED appraisals commencing I understand Ben T is looking to schedule in the Chair's appraisal similarly so I would be very grateful if you could please revert as I'm very conscious of reaching out to Ben in good time.

Best,

Rachel

Rachel Scarrabelotti
Group Company Secretary
Legal, Compliance, Assurance and Secretariat

100 Wood Street,
London, EC2V 7ER
postoffice.co.uk

<image001.png>

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Advance notice of Annual Leave – Wednesday 13 December 2023 – Friday 5 January 2024

From: Rachel Scarrabelotti
Sent: 27 November 2023 16:59
To: Gratton, Lorna - UKGI <[REDACTED]>; Arasaratnam, Roshana - UKGI <[REDACTED]>; Lorna Gratton [REDACTED]
<[REDACTED]>; Kennedy, Benjamin - UKGI
<[REDACTED]>
Cc: Alison Hoyland <[REDACTED]>; Rajeswaran, Siv - UKGI
<[REDACTED]>
Subject: RE: POL Chairman's Annual Appraisal

Many thanks both. I have updated for this in the attached in cumulative tracking. In terms of conducting the review, could we please keep in mind Code provision 12 of the UKCGC which states that the SID should lead the Chair's appraisal.

I will wait to hear from you further however before reaching out to Ben Tidswell, although I would prefer to do this in the next week or so, to start lining materials up for timely issue in the new year.

Thanks again.

Best,

Rachel

Rachel Scarrabelotti
Group Company Secretary
Legal, Compliance and Governance

100 Wood Street,
London, EC2V 7ER
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Advance notice of Annual Leave – Wednesday 13 December 2023 – Friday 5 January 2024

From: Gratton, Lorna - UKGI <GRO>
Sent: 27 November 2023 16:49
To: Arasaratnam, Roshana - UKGI <GRO>; Rachel Scarrabelotti <GRO>; Lorna Gratton <GRO>; Kennedy, Benjamin - UKGI <GRO>
Cc: Alison Hoyland <GRO>; Rajeswaran, Siv - UKGI <GRO>
Subject: RE: POL Chairman's Annual Appraisal

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That looks right to me Rachel. Though we might have a spanner in the works from DBT on who does it (i.e. DBT wanting to do it rather than the SID). Will keep you posted.

Lorna Gratton | Director

UK Government Investments

1 Victoria Street, London, SW1H 0ET

T: GRO
GRO

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PA: GRO

From: Arasaratnam, Roshana - UKGI <[REDACTED]>
Sent: 27 November 2023 16:45
To: Rachel Scarrabelotti <[REDACTED]>; Lorna Gratton [REDACTED]
<[REDACTED]>; Kennedy, Benjamin - UKGI
<[REDACTED]>; Gratton, Lorna - UKGI
<[REDACTED]>
Cc: Alison Hoyland <[REDACTED]>; Rajeswaran, Siv - UKGI
<[REDACTED]>
Subject: RE: POL Chairman's Annual Appraisal

Thanks Rachel I would suggest

UKGI – Shareholder NED, UKGI CEO
DBT – Perm Secretary, Director General Business Sectors (David Bickerton) ,
Director of Business Resilience (Carl Cresswell)
[@Gratton, Lorna - UKGI](#) anyone else to add?
Kind regards
Roshana

Roshana Arasaratnam | Executive Director

UK Government Investments

100 Parliament Street | London | SW1A 2BQ

M: [REDACTED]
[REDACTED]

PA: [REDACTED]

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Follow on

[<image002.png>](#)

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Working pattern: Monday, Tuesday, Wednesday, Thursday

From: Rachel Scarrabelotti <[REDACTED]>
Sent: 27 November 2023 16:05
To: Arasaratnam, Roshana - UKGI <[REDACTED]>; Lorna
Gratton [REDACTED]; Kennedy, Benjamin - UKGI
<[REDACTED]>
Cc: Alison Hoyland <[REDACTED]>; Rajeswaran, Siv - UKGI
[REDACTED]
Subject: RE: POL Chairman's Annual Appraisal

Many thanks Roshana. I have updated the draft steps plan in track changes, please see attached. In terms of the SID seeking views from UKGI and DBT, are you able to provide titles for who the SID should seek views from please?

Best,

Rachel

Rachel Scarrabelotti
Group Company Secretary
Legal, Compliance and Governance

100 Wood Street,
London, EC2V 7ER
postoffice.co.uk

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From: Arasaratnam, Roshana - UKGI <[REDACTED]>
Sent: 22 November 2023 12:57
To: Rachel Scarrabelotti <[REDACTED]>; Lorna Gratton <[REDACTED]>;
[REDACTED] <[REDACTED]>; Kennedy, Benjamin - UKGI
Cc: Alison Hoyland <[REDACTED]>; Rajeswaran, Siv - UKGI
[REDACTED] <[REDACTED]>
Subject: RE: POL Chairman's Annual Appraisal

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Dear Rachel thanks for sharing the comprehensive plan.

We had a few suggestions towards the end of the process.

- So the SID also to seek views directly from UKGI and wider DBT (along side Perm Secretary)
- Final appraisal to be delivered by SID – not UKGI NED
- Following the appraisal a conversation between David Bickerton and the Chair to give the HMG perspective . Lorna will confirm that with David Bickerton.

Can I just query Point 9 about whether the shareholder team pulls that together – I would think the SID would solicit the views directly from stakeholders and then pull

together the appraisal.

Do you let me know if you have any questions.

Kind regards
Roshana

Roshana Arasaratnam | Executive Director

UK Government Investments

100 Parliament Street | London | SW1A 2BQ

M: [redacted] GRO
[redacted] GRO

PA: [redacted] GRO

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Follow on

[<image002.png>](#)

-

Working pattern: Monday, Tuesday, Wednesday, Thursday

From: Rachel Scarrabelotti <[redacted] GRO>
Sent: 19 November 2023 14:01
To: Lorna Gratton <[redacted] GRO>; Arasaratnam, Roshana - UKGI <[redacted] GRO>; Kennedy, Benjamin - UKGI <[redacted] GRO>
Cc: Alison Hoyland <[redacted] GRO>
Subject: POL Chairman's Annual Appraisal

Hi All,

I hope you're keeping well.

With Henry shortly to pass his first year as POL Chairman I wanted to touch base with you regarding the proposed process and questionnaire for Henry's annual appraisal. In this regard please find attached a copy of the draft questionnaire and timetable, both of which have been prepared based on the materials and process followed for the annual appraisals for the previous POL Chairman.

I would be very grateful if you could please review the attached and provide any comments. Given that Henry's first year term is up in reasonably close proximity to the Christmas break, and noting Director and Executive member absences over the Christmas and New Year period, I have looked to sequence the activities so that these occur when Director and Executive members will have returned from leave.

Please note that I have advised the Chairman that the appraisal process will be commencing shortly, however I have not discussed this nor the attached with Ben

Tidswell as yet, however I will pick up with Ben just as soon as I hear from you.

Best,

Rachel

Rachel Scarrabelotti
Group Company Secretary
Legal, Compliance and Governance

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