
From: Matthews, Gavin [GRO]
Sent: Mon 23/09/2013 10:45:58 AM (UTC)
To: Brian Altman [GRO]
Cc: Susan Crichton [GRO]; Parsons, Andrew [GRO]
Subject: RE: Horizon training [BD-4A.FID20472253]
Attachment: _DOC_27200961(1)_Terms of Reference for the Appointment of Brian Altman QC 26 July 2013.DOCX
Attachment: _DOC_27277437(1)_Terms of Reference for the Appointment of Brian Altman QC 9 August 2013.DOCX
Attachment: _DOC_27438118(1)_Note of Conference with Brian Altman QC.DOCX

Dear Brian

Thanks for your message below and our telephone conversation on Friday.

As discussed I now attach the TOR for your appointment which (subject to any comments from you) are in their final form.

Please note the dates in both TORs and confirm that these are achievable.

I also attach draft notes of the conference on 9 September – could you please confirm that they accord with your memory of events

I will (by separate email) forward to you a copy of the mediation packs.

Kind regards

Gavin

Gavin Matthews

Partner

for and on behalf of Bond Dickinson LLP

Bond Dickinson

GRO

Follow Bond Dickinson:



www.bonddickinson.com

From: Brian Altman [GRO]
Sent: 20 September 2013 09:20
To: Matthews, Gavin

Subject: Horizon training

Dear Gavin

Just to let you know that my HOL training went well yesterday. I was at Guildford until a little short of 2pm. I would not say that I am now equipped to run a sub-post office but it gave me great insight into how the system works in practice.

Both Andy and a man called Chris who was the trainer were extremely helpful. I have asked Andy to see if he can get me any policy or guidance documents POL may have on the recruitment process for SPMRs, also about the HOL training regime which has a number of phases and elements to it, and any HOL training manual/guidance notes and such like. I have asked in all cases to channel material through you so that you are not unsighted by what I am receiving.

Once I have received my confirmed terms of reference I can start thinking of progressing. There are however items and materials, as you'll recall, I sought and am awaiting arising from our meeting with CK a week or so ago.

Best wishes,

Brian

Brian Altman Q.C.



Chambers contacts

address: 2 Bedford Row, London, WC1R 4BU

website: www.2bedfordrow.com

telephone: [REDACTED] GRO

email: [REDACTED] GRO

secure email: [REDACTED] GRO

Personal contacts

secure email: [REDACTED] GRO

mobile: [REDACTED] GRO