

## Message

**From:** David Oliver [GRO]  
**on behalf of** David Oliver [GRO]  
**Sent:** 12/02/2014 13:51:31  
**To:** Martin Edwards [GRO]; Mark R Davies [GRO]  
**CC:** Belinda Crowe [GRO]; Sophie Bialaszewski [GRO]  
**Subject:** FW: Draft Meeting note and letter

Mark, Martin,

We need a quick decision on dates for the Paula MPs meeting. James' office have come back and asked if we could do the 17<sup>th</sup> or the 24<sup>th</sup>. I haven't checked Paula's availability for the 24<sup>th</sup> yet as our preference is to go for the 17<sup>th</sup> in spite of the issue with POAC.

A couple of points to note 1) The budget is pre announced for the 19<sup>th</sup> of March so will likely be the nominate that day, 2) the 24<sup>th</sup> feels like a long time after second sight are due to issue their report (27 February).

We need to go back to James' office today so grateful for quick views.

Thanks

D

David Oliver  
Programme Manager  
Initial Complaint and Mediation Scheme

**GRO**

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**From:** WALKER, Janet [mailto: [GRO]  
**Sent:** 12 February 2014 12:27  
**To:** David Oliver1  
**Cc:** Sophie Bialaszewski; Belinda Crowe  
**Subject:** RE: Draft Meeting note and letter

David

Might Paula be able to attend a meeting on Monday 24 March at 5.30? The slot on Monday 17 March is now under threat, but still available if Paula can do, but I'll need to know later today, if possible.

Many thanks  
Janet

Janet Walker  
Office of the Rt Hon James Arbuthnot  
MP for North East Hampshire  
House of Commons  
London SW1A 0AA

T: [GRO]

E **GRO**  
[www.jamesarbuthnot.com](http://www.jamesarbuthnot.com)

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**From:** David Oliver **GRO**  
**Sent:** 12 February 2014 11:43  
**To:** WALKER, Janet  
**Cc:** Sophie Bialaszewski; Belinda Crowe  
**Subject:** RE: Draft Meeting note and letter

Janet,

Thanks I will come back with some suggested text to address the points James makes below. Did you have any comments on the draft letter? In terms of a date Paula can't do the Monday or Tuesday but we can do the Wednesday 12<sup>th</sup> March 5.45 for one hour.

Also I understand that after the last meeting was called we (Post Office) emailed MPs following the invite to let them know that we will be at the meeting and to provide them with a contact point for any questions. I understand that this worked well in July and we would like to do the same if that is ok with you.

Thanks

David

David Oliver  
Programme Manager  
Initial Complaint and Mediation Scheme

**GRO**

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**From:** WALKER, Janet [<mailto:>] **GRO**  
**Sent:** 11 February 2014 15:34  
**To:** David Oliver1  
**Cc:** Sophie Bialaszewski; Belinda Crowe  
**Subject:** RE: Draft Meeting note and letter

Hi David

Thanks for your patience on this.

With regard to the Minutes, James thinks they are absolutely fine except for a few differences, which he would like recorded:

1. PV confirmed that Second Sight were at liberty to discuss matters with JA, as was the JFSA
2. PV confirmed that if problems were found with Horizon, that Second Sight were at liberty to investigate – in other words, there were no 'no go' areas in the investigations
3. PV happy to meet with Second Sight to iron out letter of agreement

With regard to the agenda, he proposes the following:

1. Welcome and into – JNA for 5 mins

2. Update on progress with mediation scheme and business improvement programme – PV for 15 mins
3. Second Sight update – 10 mins
4. JFSA update – 10 mins
5. Q&A – 20 mins

Can you let me know your thoughts, please?

Finally, we need to get the date confirmed tomorrow, I'm afraid. Meeting rooms here get booked out months in advance, and we are only a month away from the proposed date. Can you help out on this, please?

Kind regards,  
Janet

Janet Walker  
Office of the Rt Hon James Arbuthnot  
MP for North East Hampshire  
House of Commons  
London SW1A 0AA



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**From:** David Oliver [GRO]  
**Sent:** 07 February 2014 17:33  
**To:** WALKER, Janet  
**Cc:** Sophie Bialaszewski; Belinda Crowe  
**Subject:** RE: Draft Meeting note and letter

That's great thanks. No date yet but am nailing one down – am hoping to get something to you Monday morning.

Thanks

David

David Oliver  
Programme Manager  
Initial Complaint and Mediation Scheme



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**From:** WALKER, Janet [mailto:][GRO]  
**Sent:** 07 February 2014 17:32  
**To:** David Oliver  
**Cc:** Sophie Bialaszewski; Belinda Crowe  
**Subject:** RE: Draft Meeting note and letter

Thanks David,

No problems at all, and of course we will keep these confidential. I'll come back to you swiftly, as soon as I have spoken to James, which will be next week.

Have we got a date yet?

Kind regards and have a great weekend,

Best wishes,

Janet

Janet Walker  
Office of James Arbuthnot MP

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**From:** David Oliver, GRO  
**Sent:** 07 February 2014 17:30  
**To:** WALKER, Janet  
**Cc:** Sophie Bialaszewski; Belinda Crowe  
**Subject:** Draft Meeting note and letter

Janet,

With apologies for getting these over to you so late on a Friday please find attached a draft meeting note and a draft letter for your review. Obviously happy to take comments etc.

Can you please keep both documents confidential to you and James.

Many thanks

David

**David Oliver**  
**Programme Manager**  
**Initial Complaint and Mediation Scheme**

# GRO

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