

Message

From: Avene O'Farrell [GRO]
on behalf of Avene O'Farrell [GRO]
Sent: 01/10/2014 15:30:19
To: David Oliver [GRO]; Tom Wechsler [GRO]
Subject: Letter for James Arbuthnot
Attachments: Lt to James Arbuthnot 1.10.14 sent.pdf

Dear all,

Please find attached letter which Paula has signed.

Would you like me to post copies to Alan and Anthony, or will you? If me, could you send the addresses.

Thanks,

Avene

Avene O'Farrell | Executive Assistant to Paula Vennells, Chief Executive

148 Old Street, London, EC1V 9HQ

[GRO] Postline: [GRO]

avene.ofarrell [GRO]

[GRO]

POST
OFFICE

From: David Oliver [GRO]
Sent: 29 September 2014 13:54
To: Avene O'Farrell
Cc: Gavin Lambert; Belinda Crowe; Tom Wechsler
Subject: RE: Draft correspondence

Avene,

We have had some initial advice in and I have discussed with Belinda. Agree it is definitely not for Paula to meet. How about putting in the following as a final paragraph instead of the current one:

With regard to your letter of 4 September. I have asked Post Office's Legal Department to look into the case. When they have done so they will be in touch with your office directly and they will advise on next steps including whether a meeting with one of the legal team is appropriate at this point.

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

From: David Oliver [GRO]
Sent: 29 September 2014 09:15
To: Avene O'Farrell
Cc: Gavin Lambert; Belinda Crowe [GRO]
Subject: RE: Draft correspondence

Avene,

We need external legal advice (given the prosecution element) which we are getting at the moment – I will chase it up today.

We don't think Paula should meet James or Jim on this case but need to be clear what we will do before we say so and that is dependant on the legal advice so wanted to give you the option of a holding response.

Regards

David

David Oliver
Programme Manager
Initial Complaint and Mediation Scheme

David.oliver [GRO]
Mobile [GRO]

From: Avene O'Farrell
Sent: 26 September 2014 12:06
To: David Oliver [GRO]
Cc: Gavin Lambert
Subject: RE: Draft correspondence

Hi David,

Many thanks for this. The letter looks good but we'd like to hold off sending it until we can confirm what is happening with the Jim Hood request, given his letter is from early September.

Do you think we can firm this up in the next day or so we can send a full response early next week? I assume Paula won't be needed to attend the meeting with Jim/James so probably better to say no now, sooner rather than later and advise next steps.

Many thanks,

Avene

Avene O'Farrell | Executive Assistant to Paula Vennells, Chief Executive

148 Old Street, London, EC1V 9HQ

[GRO]

ostline:

[GRO]

[GRO]

avene.ofarrell

[GRO]

GRO

POST
OFFICE

From: David Oliver
Sent: 25 September 2014 11:15
To: Gavin Lambert; Avene O'Farrell
Cc: Belinda Crowe; Tom Wechsler; Chris Aujard; Melanie Corfield; Jane Hill
Subject: Draft correspondence

Gavin, Avene,

Please find attached a draft reply from Paula to James Arbuthnot in response to his letter of 19 September. The draft has been cleared by Chris, Belinda and Comms (Mel and Jane).

It also acts as a holding reply to the letter requesting a meeting on the Doran case.

Happy to discuss

Regards

David

David Oliver
Programme Manager
Initial Complaint and Mediation Scheme

David.oliver **GRO**

Mobile **GRO**