

Mr Rodric Williams
Head of Legal – Dispute Resolution & Brand
Post Office Ltd
Finsbury Dials
20 Finsbury Street
LONDON
EC2Y 9AQ

Your ref:
Our ref: 00660/2021

8th July 2021

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Dear Mr Williams,

Mrs Dorothy Bontoft (**GRO**)

Requirement to PRODUCE materials

The above person has made an application for a review of her case. Mrs Dorothy Bontoft pleaded guilty at Newcastle Crown Court on 17/09/2004 to False Accounting and Theft and was sentenced at Newcastle Crown Court to 21 months imprisonment, suspended for two years and ordered to pay £1500 towards the cost of prosecution.

The Commission requires you to locate all documents and other materials in your possession relating to this case, to preserve and secure them, and to make them available to the CCRC via the online 'data room' within 20 working days (by 05/08/2021). This includes, but is not limited to:

- audit files
- investigation files
- prosecution files
- internal reviews
- external reviews

I have enclosed a formal notice, issued under section 17 of the Criminal Appeal Act 1995, which requires you to do this.

The Commission acknowledges that this may cause you some inconvenience and is grateful for your co-operation, however you are under a legal obligation to comply with this notice. Please do not hesitate to contact me should you have any queries.

Thank you for your assistance.

Yours sincerely,

Lauren Baker
Casework Administration Team

PRODUCTION NOTICE

Name of Public Body: Post Office Ltd

CCRC Ref: 00660/2021

Applicant's name: Dorothy Bontoft

I confirm that:

- I confirm that all documents and other materials have been located, preserved and made available for viewing by the CCRC.

The appropriate person to contact regarding this material is:

Contact Name:

Department/Address:

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Contact e-mail:

Contact No:

☐ I confirm that the enclosed material is copy material, and can be securely destroyed by the CCRC when no longer required. (X if applicable.)

Signed:

Date:

Please return this form as appropriate to:

Lauren Baker

BakerL **GRO**

CCRC, 5 St Philip's Place, Birmingham, B3 2PW
DX 715466, Birmingham 41

Legal requirement to **PRODUCE** material for the Criminal Cases Review Commission

To: Mr Nick Read
Chief Executive
Post Office Ltd

The Commission believes that you are the 'appropriate person' for the purposes of section 17 Criminal Appeal Act 1995 who has possession or control of documents or other materials which may assist the Commission in the exercise of its functions.

This notice now imposes a requirement upon you in respect of the following:

All documents and other materials, including all material which has been the subject of an application for public interest immunity, and including material which is subject to legal professional privilege (such as counsel's advice), relating to:

Mrs Dorothy Bontoft (GRO)

Mrs Dorothy Bontoft pleaded guilty at Newcastle Crown Court on 17/09/2004 to False Accounting and Theft and was sentenced at Newcastle Crown Court to 21 months imprisonment, suspended for two years and ordered to pay £1500 towards the cost of prosecution.

This includes but is not limited to: audit files, investigation files, prosecution files, internal reviews, and external reviews.

The Commission makes a direction under section 17(2) Criminal Appeal Act 1995 that the documents and/or other materials must not be destroyed, damaged or altered. This direction takes priority over any weeding/destruction policies until this direction is withdrawn by the Commission.

You now have a statutory duty to produce the documents and other materials as specified above, by making them available for inspection via the online data room.

Your duty to comply with this requirement is not affected by any obligation of secrecy or other limitation on disclosure (including any such obligation or limitation imposed by or by virtue of an enactment) which would otherwise prevent the access to, or production of, the documents or other materials to the Commission. Disclosure under section 17 Criminal Appeal Act 1995 of material containing personal information is exempted from the non-disclosure provisions of the Data Protection Act 2018.

You may notify us, in accordance with section 25 Criminal Appeal Act 1995, that the information contained in the material is not to be disclosed by the Commission without your prior consent.

Signed:

Dated: 8th July 2021

Lauren Baker
Casework Administration Team