

From: Counsel Assisting the Solicitor-General
To: OLSC officer ; S-G Briefing
Cc: Counsel Assisting the Solicitor-General ; Executive Assistant to the Solicitor-General ; Gartmann, Petra; OLSC officer
Subject: RE: Guidance note 11 [DLM=Sensitive:Legal]
Date: Friday, 18 March 2016 2:35:26 PM

Sensitive: Legal

Thank you OLSC officer

I will need to run this final version of the Guidance Note by the Solicitor-General before it is sent to the Attorney's Office together with the other brief materials.

I do not anticipate the Solicitor-General will have any objections to the changes made since I last circulated the Guidance Note. However, out of an abundance of caution, I would be grateful if you could wait until I have had an opportunity to speak with the Solicitor-General. The Solicitor-General is in the High Court this afternoon and I will not have an opportunity to speak with him about the Note until Monday afternoon.

I hope that does not create too much of an inconvenience.

Kind regards

Counsel Assisting
[Redacted]

Counsel Assisting

Counsel Assisting the Solicitor-General

T: (s 47F) | (s 47F) | F: (s 47F)

Attorney-General's Department

3-5 National Circuit, Barton ACT 2600

(s 47F)

From: OLSC officer
Sent: Friday, 18 March 2016 2:30 PM
To: S-G Briefing
Cc: Counsel Assisting ; Counsel Assisting ; Executive Assistant (Solicitor-General) ; Gartmann, Petra; OLSC officer
Subject: Guidance note 11 [DLM=Sensitive:Legal]

Sensitive: Legal

Dear Counsel Assisting,

Please find **attached** the collated changes of OLSC, OCL, AGS OGC and Tom Howe QC PSM to the revised draft of Guidance Note 11, in both clean and mark up.

Please feel free to give me a call if I can be of any further assistance.

The collated briefing for legal issues meeting will hopefully be out before cob today.

Thanks again

OLSC officer

OLSC officer

Significant Issues Section

Office of Legal Services Coordination

Attorney-General's Department

T: [REDACTED] E: [REDACTED]

From: Gartmann, Petra
To: Counsel Assisting the Solicitor-General
Cc: OLSC officer; Counsel Assisting the Solicitor-General
Subject: RE: Legal Issues Meeting - 23 March - Briefing Material [SEC=PROTECTED, DLM=Sensitive:Legal]
Date: Friday, 29 April 2016 5:26:15 PM

PROTECTED Sensitive: Legal

Hi Counsel Assisting

I understand the AG is writing directly to the SG about this.

Regards
Petra

From: Counsel Assisting
Sent: Friday, 29 April 2016 2:45 PM
To: Gartmann, Petra
Cc: OLSC officer; Counsel Assisting
Subject: RE: Legal Issues Meeting - 23 March - Briefing Material [SEC=PROTECTED, DLM=Sensitive:Legal]

PROTECTED Sensitive: Legal

Hi Petra

I just wanted to follow up to ask if you had any further updates on Guidance Note 11.

Thanks

Counsel Assisting

From: Gartmann, Petra
Sent: Tuesday, 12 April 2016 12:07 PM
To: Counsel Assisting
Cc: OLSC officer; Counsel Assisting
Subject: RE: Legal Issues Meeting - 23 March - Briefing Material [SEC=PROTECTED, DLM=Sensitive:Legal]

PROTECTED Sensitive: Legal

Hi Counsel Assisting

I have not yet heard anything but can follow up with the office on Thursday to get a sense of timing (The AG and James Lambie are travelling (s 22) at the moment and unlikely to have time to speak with me until after they have returned (s 22) hence Thursday is the earliest I can seek the update)

Regards

Petra Gartmann
Assistant Secretary
Office of Legal Services Coordination
Attorney-General's Department

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From: Counsel Assisting
Sent: Tuesday, 12 April 2016 12:01 PM
To: Gartmann, Petra
Cc: OLSC officer; Counsel Assisting
Subject: RE: Legal Issues Meeting - 23 March - Briefing Material [SEC=PROTECTED, DLM=Sensitive:Legal]

PROTECTED Sensitive: Legal

Hi Petra

The Solicitor-General has asked me to check with you whether you have heard anything from the Office about Guidance Note 11.

Kind regards

Counsel Assisting

Counsel Assisting
Counsel Assisting the Solicitor-General
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From: Gartmann, Petra
Sent: Thursday, 24 March 2016 3:18 PM
To: Brandis, George; Gleeson, Justin; Moraitis, Chris; Govey, Ian (AGS); Anderson, Iain
Cc: Manning, Greg; (s 47F); (s 47F); Lambie, James; Howe, Tom (AGS); (s 47F); (s 47F); Faulks, Joshua
Subject: RE: Legal Issues Meeting - 23 March - Briefing Material [SEC=PROTECTED, DLM=Sensitive:Legal]

PROTECTED Sensitive: Legal

Good Afternoon

I refer to yesterday's Legal Issues Meeting and confirm the following action items:

1. (s 22)

2. Attorney-General to consider proposed changes to Guidance note 11 and come back with his views in the week commencing 4 April.

Regards

Petra Gartmann
Assistant Secretary
Office of Legal Services Coordination
Attorney-General's Department

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From: Gartmann, Petra
Sent: Monday, 21 March 2016 5:00 PM
To: Brandis, George; Gleeson, Justin; Moraitis, Chris; Govey, Ian (AGS); Anderson, Iain
Cc: Manning, Greg; Executive Advisor to the Secretary Counsel Assisting Lambie, James; Howe, Tom (AGS); OLSC officers OLSC officer
Subject: Legal Issues Meeting - 23 March - Briefing Material [DLM=Sensitive:Legal]

Sensitive: Legal

Good Afternoon

I refer to the **Legal Issues Meeting** scheduled at **10am on Wednesday 23 March** to be attended by:

- Attorney-General, Senator the Hon George Brandis QC
- Solicitor-General, Justin Gleeson SC
- Chris Moraitis, Secretary AGD
- Ian Govey and Tom Howe from AGS
- Iain Anderson, Deputy Secretary Civil Justice and Corporate Group AGD

The following documents are attached:

- agenda
- monthly report for discussion
- current Guidance Note 11
- revised Guidance Note 11 (both a clean copy and a marked up copy).

The Office of Legal Services Coordination will provide support including preparing minutes and following up any action items.

regards

Petra Gartmann
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Attorney-General's Department

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