

From: [Janette O'Hagan](#)
To: [McCoy, Laura](#)
Subject: Re: Meeting with Fiona Hepper
Date: 11 September 2013 11:23:07
Attachments: [heatboss2.png](#)
[Propel.png](#)

Hi Laura,

11am is fine.

At this stage I think it will be just myself. I will let you know in advance if that's to change. I will send you through an agenda beforehand.

Should i come to Netherleigh and is there parking available there please?

Many thanks,
Janette

heatboss

Personal information
redacted by the RHI
Inquiry

T: +44(0)28 9422 8141 **M:** [\[Redacted\]](#) **E:** janette@heatboss.co.uk **W:**

www.heatboss.co.uk

A: Unit 1, Farranshane House, 1 Ballygore Road, Antrim, Co. Antrim, BT41 2RN Northern Ireland



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On 11 Sep 2013, at 11:16, "McCoy, Laura" <Laura.McCoy@detini.gov.uk> wrote:

Janette

Fiona wouldn't be free at 10am on 8 October, would 11am be ok?

Also could you let me know if anyone else will be attending with you and it would be helpful if you could send a proposed agenda a week or so in advance.

Many thanks.

Laura

Laura McCoy
Personal Secretary
Department of Enterprise, Trade & Investment

Netherleigh
Massey Avenue
Belfast, BT4 2JP
Tel: 028 9052 9200 (ext: 29200)
Textphone: 028 9052 9304
Web: www.detini.gov.uk

[<image001.jpg>](#) [<image002.png>](#)

Please consider the environment - do you really need to print this e-mail?

From: Janette O'Hagan [mailto:janette@heatboss.co.uk]
Sent: 11 September 2013 10:54
To: McCoy, Laura
Subject: Re: Meeting with Fiona Hepper

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Many thanks,

Janette

[<image003.png>](#)

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[<image004.png>](#)

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On 11 Sep 2013, at 10:53, Janette O'Hagan <janette@heatboss.co.uk> wrote:

Hi Laura,

thanks for getting back to me. The 8th suits me.

Many thanks,

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On 11 Sep 2013, at 10:45, "McCoy, Laura" <Laura.McCoy@detini.gov.uk> wrote:

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Further to your email below Fiona Hepper and her colleagues would have the following availability to meet with you:

Mon 7 October – anytime from 10.00am
Tue 8 October – anytime from 11.00am
Wed 9 October – anytime from 10.00am to 2.00pm
Thu 10 October – anytime from 10.00am

Grateful if you could let me know if any of these time slots are suitable for you and we can get a date in diaries.

Many thanks.

Laura

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<image005.jpg> <image006.png>

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From: Janette O'Hagan [<mailto:janette@heatboss.co.uk>]
Sent: 05 September 2013 18:20
To: McCoy, Laura
Subject: Meeting with Fiona Hepper

Hi Laura,

Minister Foster has advised that I should be able to meet with Fiona Hepper.
Could you please check her availability and see when might suit?

Many thanks,
Janette

From: [McCoy, Laura](#)
To: [Janette O'Hagan](#)
Subject: RE: Meeting with Fiona Hepper
Date: 11 September 2013 11:30:00
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)

Thanks Janette

If you could come to Netherleigh that would be great, there are plenty of visitors car parking spaces and I will let reception and security know to expect you.

Security will direct you to a space and I will call down to show you up to Fiona's office.

Joanne McCutcheon and Peter Hutchinson will both attend with Fiona Hepper.

Best regards,

Laura

Laura McCoy

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