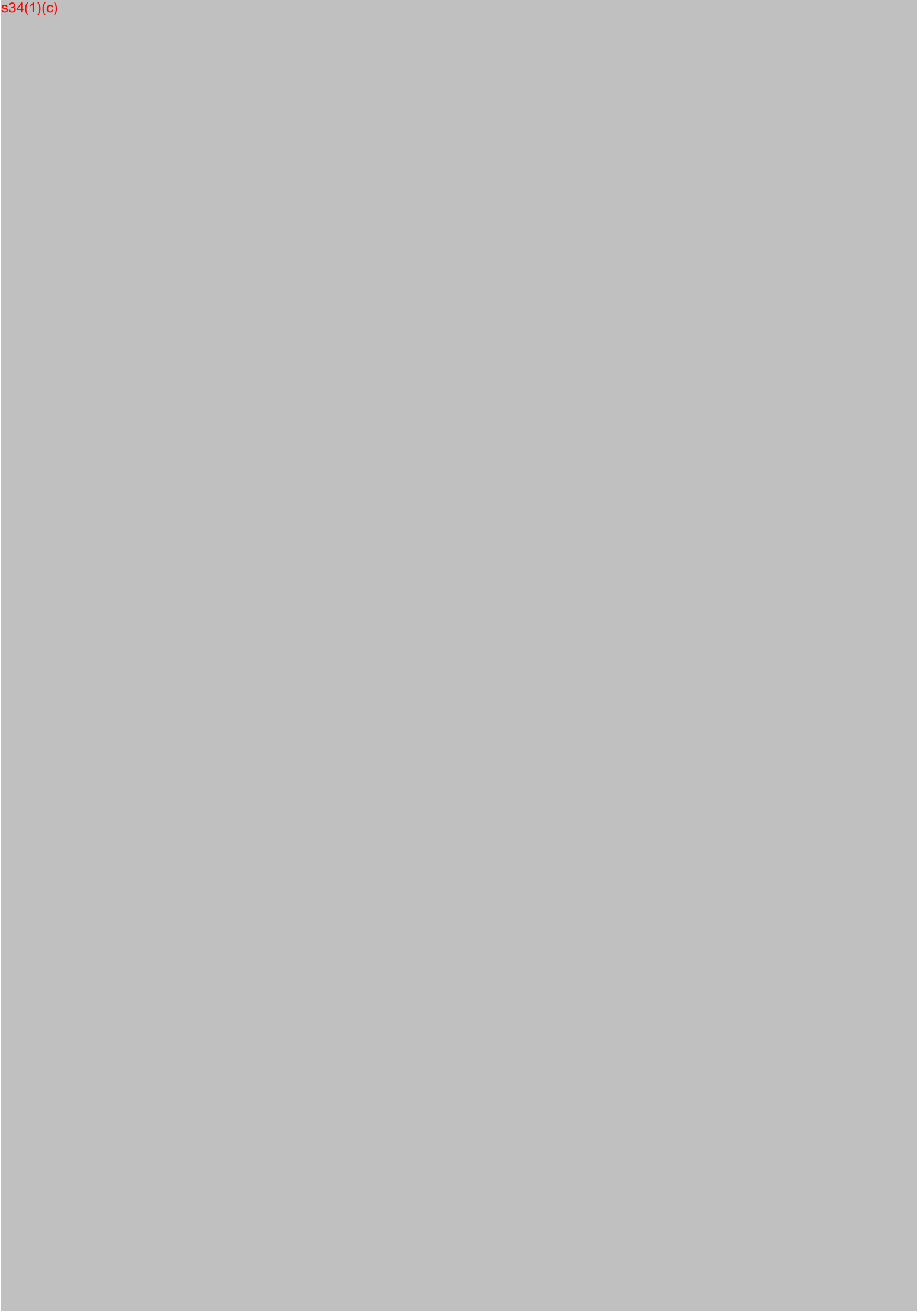
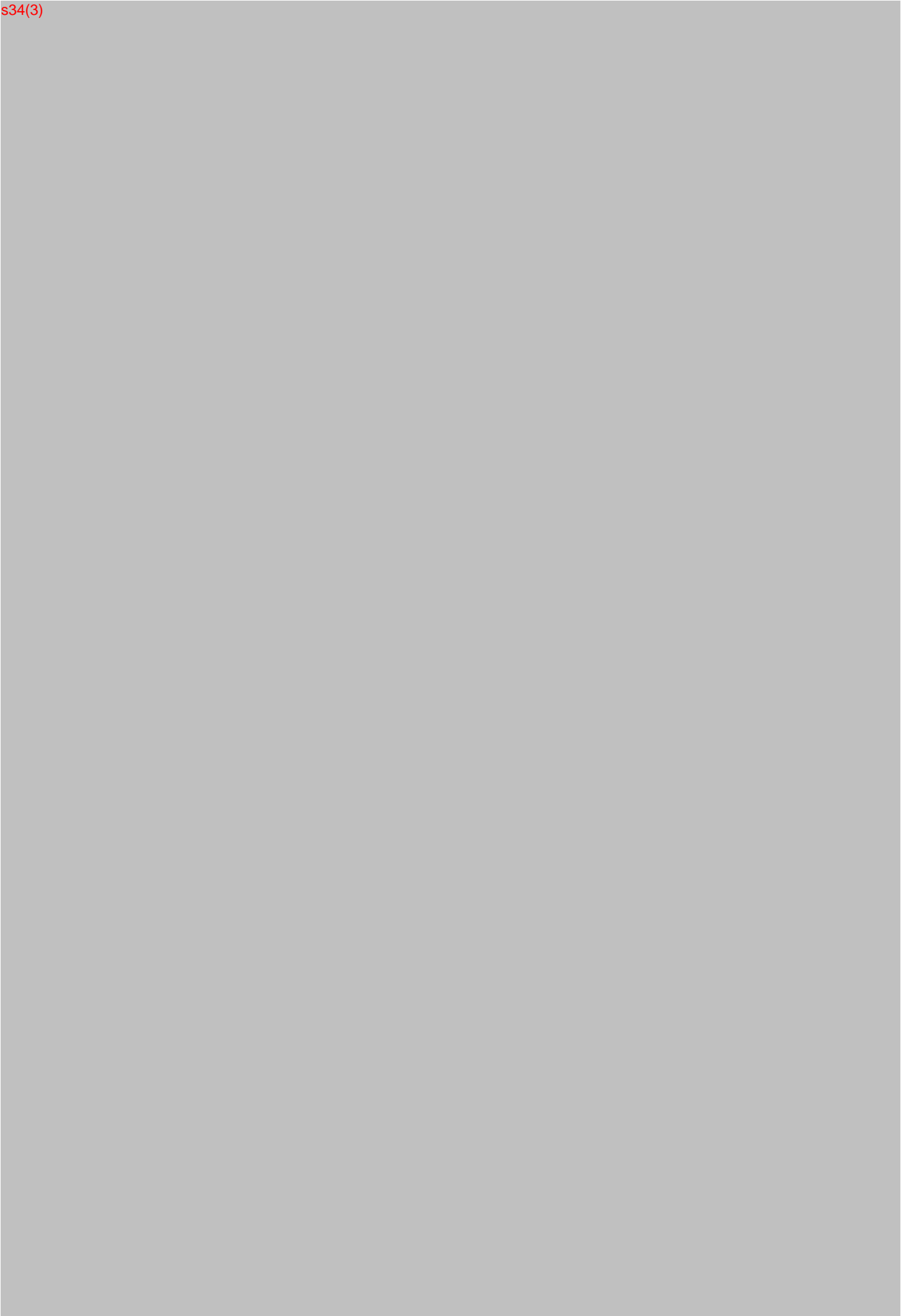




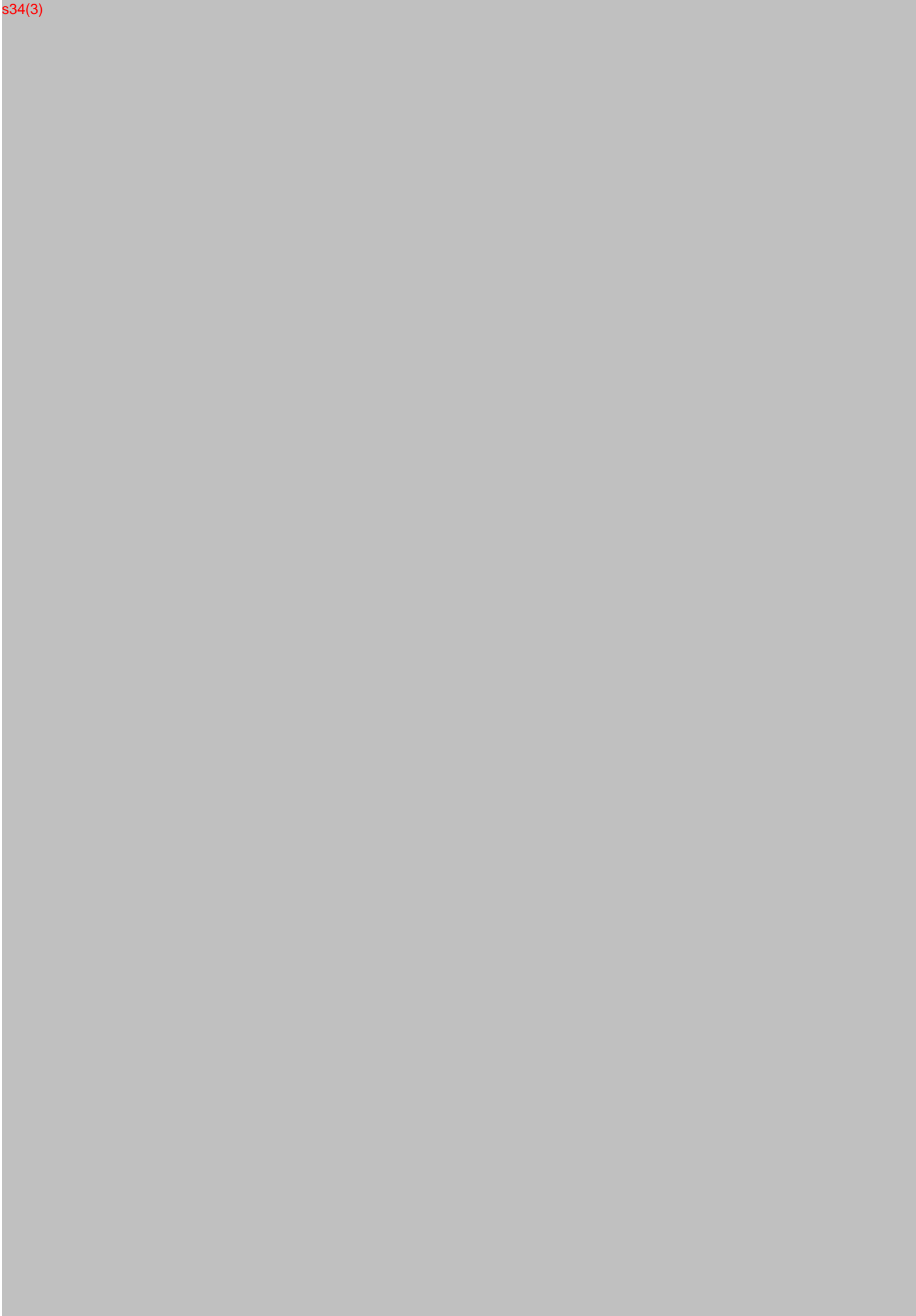


s34(1)(c)













s22

From: s47F@communications.gov.au>
Sent: Wednesday, 1 April 2020 8:06 PM
To: Rebecca Rush; s22 Lachlann Paterson
Cc: Richard Windeyer1
Subject: AusPost: Financial implications of regulatory change request [DLM=For-Official-Use-Only]
Attachments: Additional Information Request_ Regulatory reform.pdf

Hi team

In case you haven't seen yet.

s47F

For Official Use Only

From: Holgate, Christine
Sent: Wednesday, 1 April 2020 7:21 PM
To: Bloxsom, Ryan ; s47F
Cc: s47F@finance.gov.au; s47F
Subject: FW: Financial implications of regulatory change request

Team

Just making sure you are kept in the loop.

Best regards

Christine

Christine Holgate

Chief Executive Officer & Managing Director
 Australia Post

111 Bourke Street Melbourne VIC 3000 [SEP]

T + s47F

M s47F

E s47F@auspost.com.au



From: s47F@auspost.com.au>
Date: Wednesday, 1 April 2020 at 6:16 pm
To: "Jaggers, Andrew" <Andrew.Jaggers@finance.gov.au>, "Windeyer, Richard" <Richard.Windeyer@communications.gov.au>
Cc: Christine Holgate s47F@auspost.com.au>
Subject: Financial implications of regulatory change request

Andrew & Richard,

As requested, please find attached a simple summary of the Financial Implications of the Regulatory Change Request letter sent by Christine Holgate to Shareholder Ministers dated 31 March 2020.

As you will note from the original request the rationale for the changes at this time is to ensure that Australia Post resources can be deployed in an agile and efficient manner, noting that the amount of available labour may be significantly reduced during the pandemic.

s7(2)

Please do not hesitate to contact me should you require any further detail.

Regards

s47F

s47F

Group Chief Financial Officer
Australia Post

111 Bourke Street Melbourne VIC 3000

M s47F

E s47F [@auspost.com.au](mailto:s47F@auspost.com.au)



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M s47F

E s47F [@auspost.com.au](mailto:s47F@auspost.com.au)

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s22

From: RUSH, Rebecca <Rebecca.RUSH@communications.gov.au>
Sent: Friday, 3 April 2020 3:31 PM
To: s47F
Cc: Atkin, Hew; s22
Subject: RE: Proposed changes to the Performance Standards - Shareholder Department questions - 3 April 2020.docx [SEC=UNCLASSIFIED]

Apologies, I neglected to add timing.

We need answers by Monday midday. Please advise whether that is feasible.

UNCLASSIFIED

From: RUSH, Rebecca
Sent: Friday, 3 April 2020 3:27 PM
To: s47F
Cc: Atkin, Hew ; s22
Subject: Proposed changes to the Performance Standards - Shareholder Department questions - 3 April 2020.docx [SEC=UNCLASSIFIED]
Importance: High

s47F

As foreshadowed, please see questions here within.

There are a large number (35) but I do not think any of them are overly complex. Perhaps start with the specific (18-35) and then the general and feel free to send answers back in batches.

What we are seeking to achieve is the ability to give you the flexibility you need and achieve the right level of transparency and evidence as to why this is required now – this is so Government can take action not only with AP's bottom line in mind, but can also manage how it explains its decision to the public (i.e. why remove regulatory requirements in an environment where we need AP to deliver? We have already started receiving letters/emails from the public querying capacity/ability to deliver in these circumstances and on the back of the Guild announcement).

Bec R

UNCLASSIFIED

Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 April)

Issue	Shareholder Department questions
Financials	<ol style="list-style-type: none"> 1. What is the impact to the financial scenarios referred to in Ms Holgate's letter if the regulatory relief is provided [note the supplementary information provides some indication of this, but does not clearly show the impact to profit or cash flows for each of the options proposed]? 2. Please clarify the % of total revenue decline assumed in the base case scenario referred to in Ms Holgate's letter. s7(2)
Business	<ol style="list-style-type: none"> 4. Should changes to the letter service standards be made, how will Post manage the prioritisation of letters and parcels? 5. How does Post anticipate overcoming the line haul and logistics issues associated with getting mail to regional and remote Australia? How do the regulatory changes assist this? 6. In lieu of the 30 day consultation period around SPB collection times, how will Post ensure customers are aware of the changes? 7. With changes to the letters service standard, what arrangements will Post put in place to ensure any critical correspondence [such as Medicare which requires a response within 14 days?] is still delivered in a timely manner? 8. Does Australia Post consider that the letter volumes lost will rebound post-pandemic? 9. Is it likely that reducing service standards during the pandemic will only accelerate letters decline?
Workforce	<p>s7(2)</p> <ol style="list-style-type: none"> 13. How many staff from the letters business are expected to be redirected to fulfil obligations under the Pharmacy Guild and Woolworths contracts? 14. How is Post protecting its workforce and consumers from COVID in manual handling processes e.g. no signature requirements?

Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 April)

Proposed regulatory changes – general	s7(2)
s47C	<p>17. Has any consultation occurred with Australia Post's major letters customers, including Centrelink and the ATO and any Federal or state Health Departments? What are their views on reductions in letters standards at a time when their services are under unprecedented demand?</p> <p>18. Would Australia Post still supply express post services, next day delivery etc?</p> <p>19. Are there any costs associated with "turning off and later on" the priority mail service that would mean re-instating the service is prohibitively costly?</p> <p>20. Is the intention that all delivery times have 2 day added, or is it just D+3? For example, there are also D+4, +5, +6 and +7.</p>
	s47C
	<p>28. Is this needed if other changes are made?</p> <p>29. What is the justification for this change if other changes are made?</p>
	<p>30. Why has 30 June 2021 been chosen as the end date?</p> <p>31. Would it be acceptable to include an exception or note at s.11 of the Performance Standards rather than remove the requirement, for example the standard does not need to be met when there are extraordinary</p>

Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 April)

s47C	<p>circumstances, including a pandemic or significant natural disaster? If a note it could be that the requirement does not apply during the pandemic (ie while the Biosecurity Declaration is in force) but best endeavours should be undertaken to maintain outlets.</p> <p>32. Would Australia Post be in breach of LPO or other agreements by closing post offices temporarily?</p> <p>33. What current pressures are impacting LPOs and how will the proposed changes to regulations assist them?</p> <p>34. What back up arrangements are being put in place to manage the potential closure of LPOs in key locations?</p> <p>35. We note that one of the reasons regarding changing the minimum number of retail outlets is to assist in the redeployment of staff. How does Post plan to address LPO closures in regional and remote areas, especially if there are no CPOs close by?</p>
s47C	<p>No questions</p> <p>No questions - not proposed to take this forward</p>

s34(3)

s22

From: RUSH, Rebecca <Rebecca.RUSH@communications.gov.au>
Sent: Monday, 6 April 2020 12:49 PM
To: s22 s22
Subject: FW: Questions & Answers in relation to Australia Post's urgent request for Regulatory Relief [SEC=UNCLASSIFIED]
Attachments: Letter of 6 Q&A RR April CHF.pdf; Feedback to questions from Shareholder CHF.pdf
Importance: High

Fine Officers

Responses are in – let's have a look and then chat

UNCLASSIFIED

From: Holgate, Christine s47F @auspost.com.au>
Sent: Monday, 6 April 2020 12:33 PM
To: Jaggars, Andrew <Andrew.Jaggars@finance.gov.au>; Windeyer, Richard <Richard.Windeyer@communications.gov.au>; Paterson, Lachlann <Lachlann.Paterson@communications.gov.au>; Hall, Stacie <Stacie.Hall@finance.gov.au>
Cc: RUSH, Rebecca <Rebecca.RUSH@communications.gov.au>; s47F @communications.gov.au>; Bloxsom, Ryan <Ryan.Bloxsom@communications.gov.au>; s47F @finance.gov.au; s47F @finance.gov.au; s47F @auspost.com.au>; s47F @auspost.com.au>; s47F @auspost.com.au>
Subject: Questions & Answers in relation to Australia Post's urgent request for Regulatory Relief
Importance: High

Dear Andrew & Richard,

Please find attached both a letter and a document outlining Australia Post's answers to the questions your teams have raised in relation to our urgent request for regulatory relief.

On behalf of the Australia Post team, may I thank you sincerely for your support. This is a critical time for our organisation.

If you have any questions on the attached, please do not hesitate to contact us.

Very best regards,

Christine

Christine Holgate
 Chief Executive Officer & Managing Director
 Australia Post

111 Bourke Street Melbourne VIC 3000

T + s47F

M + s47F

E s47F @auspost.com.au



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6 April 2020

Mr Richard Windeyer
Deputy Secretary
Department of Infrastructure, Transport,
Regional Development and Communications
GPO Box 594
CANBERRA ACT 2601

Mr Andrew Jagers
Deputy Secretary
Department of Finance
One Canberra Avenue
FORREST ACT 2603

Dear Richard and Andrew,

Regulatory Relief Request – Answers to Questions Raised

Thank-you for your support, and for the questions that have allowed us to describe more fully our requirements.

s7(2)

Our proposals are centred on the need to protect our employees, serve Australian communities with a service that will continue to meet their needs, and safeguard Australia Post for the future.

We require additional flexibility for our people in the event of a further lockdown. Overseas postal operators are now seeing large percentages of their work force self-isolating, not only those who have contracted the virus, but large numbers who are choosing to stay away for their own reasons. It is impossible for these operators to maintain performance standards in this environment, and these examples highlight the urgency of our proposals.

s7(2)

s7(2)

We want to serve our country at this difficult and challenging time and hope that the recent initiatives with the Pharmacy Guild of Australia and Woolworths help exemplify this. Importantly, our proposals reinforce our commitments to rural and remote Australia through a continuation of all the services we provide today at a time when rural community reliance of these services is greater than ever.

s7(2)



s7(2)



We believe they provide the optimal regulatory response to protect our employees, serve Australian communities with a service that will continue to meet their needs, and safeguard Australia Post for the future.


Best regards,

s47F



Christine Holgate
Group Chief Executive Officer and Managing Director

Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

Issue	Shareholder Department questions
Financials	<div>s7(2)</div> 

Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

	s7(2)
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Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

	s7(2)
	s7(2)

Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

Business	<p>4. Should changes to the letter service standards be made, how will Post manage the prioritisation of letters and parcels?</p> <p>We will deliver letters to an Alternate Delivery Model (ADM), in metropolitan cities delivering to householders every second day. A daily service will still apply in regional and remote towns. We will maintain our current delivery standards for parcels in line with our customers' expectations.</p> <p>We will maintain our standards subject to COVID 19 limitations, e.g. the availability of linehaul and social distancing, which does have an operational impact on processing.</p> <p>s7(2)</p> <p>6. In lieu of the 30-day consultation period around SPB collection times, how will Post ensure customers are aware of the changes?</p>

Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

We will update customers of the change through communications on our website, at post offices and on the SPBs themselves. We will maintain our Australia Post policy of notifying the change on the SPB for 30 days following the change.

Any customers with questions can contact us, where we will be able to educate them on the changes and how we can best meet their needs.

s7(2)

Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

	<div>s7(2)</div> <div></div> <div>s7(2)</div> <div></div>
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Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

Workforce	<div data-bbox="701 197 2054 1002">s47E</div> <div data-bbox="701 1002 2054 1374">s7(2)</div>
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Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

	<div>s7(2)</div> <div>s7(2)</div> <div>s7(2)</div> <div>14. How is Post protecting its workforce and consumers from COVID in manual handling processes e.g. no signature requirements?</div>
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Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

	<p>We have introduced an extensive range of measures to protect our workforce and consumers as listed below.</p> <p>Physical Safety Measures</p> <ul style="list-style-type: none"> - personal protective equipment (gloves, masks, aprons, hand sanitiser, wipes) is distributed across all areas based on priority and availability of supplies. Masks are not being supplied for daily use. They have been supplied to protect the vulnerable in high risk environments that we deliver to (eg aged care facilities) and for anyone who develops symptoms whilst at work to wear as they travel home or to the doctor. Gloves and aprons have been supplied for additional protection for cleaning protocols. Maintaining supplies of hand sanitiser, wipes and masks continues to be a challenge and new suppliers are being sourced as required to maintain supply across the enterprise; - travel restrictions have been implemented in accordance with government guidelines, starting with a travel ban to China and Hong Kong for all staff on 29 January 2020, followed on 3 February 2020 by 14 day self-isolation requirements for people returning from mainland China in the previous 14 days. These travel restrictions have been expanded to follow federal government guidelines as they were imposed; - cleaning has been increased across offices, post offices and facilities, and deep cleaning processes are available where required in accordance with our COVID-19 cleaning protocols. This is being extended to vehicles as required; - visitors to our non-retail premises have been cancelled except where necessary (eg maintenance workers or Border Force staff) and all customer meetings have been prioritised as being held by phone or video conference. Where visitors or contractors are required to enter the workplace, they are required to complete a declaration to identify if they meet any of the epidemiological categories and are not permitted to enter the workplace if they do. <p>Social Distancing Measures</p> <p>Post Office Network - Social distancing measures across our Post Office Network are in place and include:</p>
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Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

	<ul style="list-style-type: none"> - Instructions to help staff and customers implement safe distancing requirements, including floor markings to indicate 1.5m safe queuing distances and a guide to indicate the ideal number of people in an outlet at any one time; - instore reminders are in place for staff and customers about general hygiene and not attending outlets if unwell; - self-service terminals and concierge services have been suspended. - protective screens (similar to those being implemented in supermarkets) for counters are currently being manufactured (7000) for implementation over the next 2 weeks; - in response to the identification of possible infections, LPOs and Corporates have been empowered to make local decisions to adjust hours, services, or temporary closures with clear processes and templates provided to enable communications to customers, operations, Call Centres and other key areas. <p>Call Centres - responses across all call centres are being centrally coordinated. These include the Australia Post, Business & Government and StarTrack call centres and cover voice, business, live chat and digital channels and measures include:</p> <ul style="list-style-type: none"> - social distancing measures across all call centre formats include appropriate spacing to reflect the 1.5m distances and 4m² per person; - cross functional teams have been established by floor, with each floor locked down, to minimise the impact of infection should it occur; - working from home arrangements are being progressively implemented with some back office and digital channels able to operate remotely. <p>Deliveries network - social distancing measures have been implemented to minimise the impact of any outbreaks at our operational sites or in the deliveries network. These include:</p>
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Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

	<ul style="list-style-type: none"> - work groups are assigned to specific work zones for their shift and for ongoing shifts. Facilities are being mapped to minimise interactions including staggered break times and temporary meal spaces being created. Centralised guidance and signage has been provided; - access to specific sites is restricted to people who are assigned only to that site; - shift times are being staggered to reduce the number of people entering and exiting, or on site at the same time; - the requirement for signature on delivery has been removed with alternative processes implemented to confirm delivery of parcels; - the use of whistles to announce the arrival of a postal workers or parcel delivery worker will be implemented to reduce the amount of door knocking required; - in order to make it easier to pick up or send parcels and to reduce exposure for our deliveries workers, our free 24/7 Parcel Lockers are being promoted. <p>Major Office Sites – As of Friday 27 March, major offices have been closed to all but staff involved with critical processes. Technology solutions have been expedited to enable the majority of the workforce to work from home with the provision of additional laptops or mobiles as required. Prior to the closure, and ongoing for those critical process staff, social distancing measures have been implemented including:</p> <ul style="list-style-type: none"> - all non-essential meetings and training moved to digital channels or postponed; - 1.5m safe distancing approach applied; - Critical functions have established Green and Gold teams that are physically separated
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Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

Proposed regulatory changes – general

s7(2)

Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)



Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

	s7(2)
s7(2)	<p>20. Is the intention that all delivery times have 2 day added, or is it just D+3? For example, there are also D+4, +5, +6 and +7.</p> <p>It is our intention to move to an alternate day delivery model at the last mile. We expect that while this will impact D+3, we do not intend to extend any letter service past D+7, (excluding any remote locations impacted by COVID19 unexpectedly).</p> <p>Importantly, there will be no additional impact to remote locations already receiving a D+5 or later service.</p> <p>We will work closely with major customers, including mail houses to make these changes as seamless for them and their customers as possible.</p> <p>s7(2)</p>

Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

	s7(2)
s7(2)	

Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

s7(2)



s7(2)



Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

s7(2)



s7(2)



Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

	s7(2)
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Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)



Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

Rural and remote communities:

A key feature of the proposed regulatory changes is that services to rural and remote communities will not be detrimentally impacted.

Our commitment to 2,500 post offices in rural and remote communities remains, where we will continue to provide valued and essential services to Australian communities that rely so heavily on us. There is no greater example of this than banking. Australia has 1,600 communities with no access to a bank branch who are solely reliant on Australia Post for their banking needs. Throughout the crisis this reliance on post offices will only increase. Not only are banks closing additional branches, but hotels and other stores who were housing a location's only ATM, are also closing their doors.

Our requested exemption until 30 June 2021 is to cover us in the event that some post offices are forced to close as the impacts of COVID 19 increase.

s7(2)

Our letters services will also remain unchanged for locations currently exceeding a D+5 standard. For locations moving from a D+4 to D+5 standard, communities will still be receiving a reliable letters service that meets their contemporary needs. 7(2), we will not be introducing ADM into remote locations where mail will continue to be delivered the day it is received; either through roadside or street delivery, through post office boxes, or over the counter at a post office.

s7(2)

Questions relating to Australia Post's request for regulatory relief (CEO letter dated 31 March 2020)

s7(2)



s22

From: s22@communications.gov.au>
Sent: Tuesday, 7 April 2020 12:15 PM
To: Hawkins, Zoe
Cc: Richard Windever1; Lachlann Paterson; Rebecca Rush; s22
Subject: Australia Post regulatory relief - summary [DLM=For-Official-Use-Only]
Attachments: Table - Response to AP Reg relief ask.docx

Zoe

Please see attached a summary of AP's regulatory relief asks and the Department's proposed treatment, that we will talk to at 1. Sorry for the delay.

Regards



s22

Director / Postal Policy / Post and ACMA
 Department of Infrastructure, Transport, Regional Development and Communications

P +61 2 s22

M +61 s22

s22@communications.gov.au

2 Phillip Law Street, Canberra ACT 2601
 GPO Box 2154 Canberra, ACT 2601

communications.gov.au / @CommsAu

I would like to acknowledge the traditional custodians of this land on which we meet, work and live. I recognise and respect their continuing connection to the land, waters and communities. I pay my respect to Elders past and present and to all Aboriginal and Torres Strait Islanders.

For Official Use Only



s7(2)







s22

From: Holgate, Christine <s47F@auspost.com.au>
Sent: Thursday, 9 April 2020 7:20 PM
To: Rebecca Rush; s47F s47F s22; s47F Richard Windeyer1; Andrew Jaggers - Government (andrew.jaggers@finance.gov.au)
Cc: Lachlann Paterson; s22
Subject: Re: additional information from Australia Post to support request for regulatory relief [DLM=For-Official-Use-Only]

Bec

I am on the case. The implications of Qantas's decision is far reaching. I will aim to update you all on Saturday.

Best regards

Christine

Christine Holgate
 Chief Executive Officer & Managing Director
 Australia Post

111 Bourke Street Melbourne VIC 3000

T s47F

M s47F

E s47F@auspost.com.au



From: "RUSH, Rebecca" <Rebecca.rush@communications.gov.au>
Date: Thursday, 9 April 2020 at 6:43 pm
To: "s47F@auspost.com.au", s47F@auspost.com.au, "s22@communications.gov.au", s47F@auspost.com.au, "Windeyer, Richard" <Richard.Windeyer@communications.gov.au>, "Andrew Jaggers - Government (andrew.jaggers@finance.gov.au)" <andrew.jaggers@finance.gov.au>, Christine Holgate <s47F@auspost.com.au>, "s47F@auspost.com.au"
Cc: "Paterson, Lachlann" <Lachlann.Paterson@communications.gov.au>, "s22@communications.gov.au", s22@communications.gov.au, "s22@communications.gov.au"
Subject: RE: additional information from Australia Post to support request for regulatory relief [DLM=For-Official-Use-Only]

s47F

We appreciate greatly the prompt response s7(2)

I note the advice tonight to Ministers about the significant reduction of Qantas flights and potential impacts on interstate mail delivery. s47C

Thanks again

Bec Rush

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From: s47F auspost.com.au>

Sent: Thursday, 9 April 2020 6:08 PM

To: RUSH, Rebecca <Rebecca.RUSH@communications.gov.au>; s47F

@auspost.com.au>; s22 @communications.gov.au>; s47F

@auspost.com.au>; Windeyer, Richard <Richard.Windeyer@communications.gov.au>; Andrew

Jaggers - Government (andrew.jaggers@finance.gov.au) <andrew.jaggers@finance.gov.au>; Holgate, Christine

s47F @auspost.com.au>; s47F @auspost.com.au>

Cc: Paterson, Lachlann <Lachlann.Paterson@communications.gov.au>; s22

@communications.gov.au>; s22 @communications.gov.au>;

s22 @communications.gov.au>

Subject: RE: additional information from Australia Post to support request for regulatory relief [DLM=For-Official-Use-Only]

Rebecca

Thank you for your questions. Australia Post prior to COVID19 was already facing significant financial challenges s7(2)

Australia is now in unprecedented times with considerable uncertainty which we have been advised to expect for at least the next six months for the health crisis following which is likely to be a lingering financial crisis.

s7(2)

there are a number of components to the requested relief as below:

- **Priority Mail** – Relief required due to small volumes, high cost to serve, including the requirement to clear street posting boxes Sunday evenings, and inability to deliver on the Priority Service standard due to the lack of air and road transport services between major capital cities and to regional areas.
- **Post Office Network** – risk that due to COVID19 health and safety reasons and/or significant decline in foot-traffic in some Post Offices including central business districts, a decline in financial services transactions and passport volumes some Post Office locations are, or are likely to become, either unsafe or unviable resulting in the existing Post Office CSO numbers not being met;
- **Letters Service Standards**
 - To better utilise our existing labour resources to deliver crucial parcels, including medicinal, pharmaceutical and care packages to households and businesses, rather than tying up critical labour resources on reduced letter volumes.

- As a result of the significant disruption in air and road freight from the major carriers which significantly impact our ability to service within the regulated timeframes, not just Priority Mail but also regular letters.

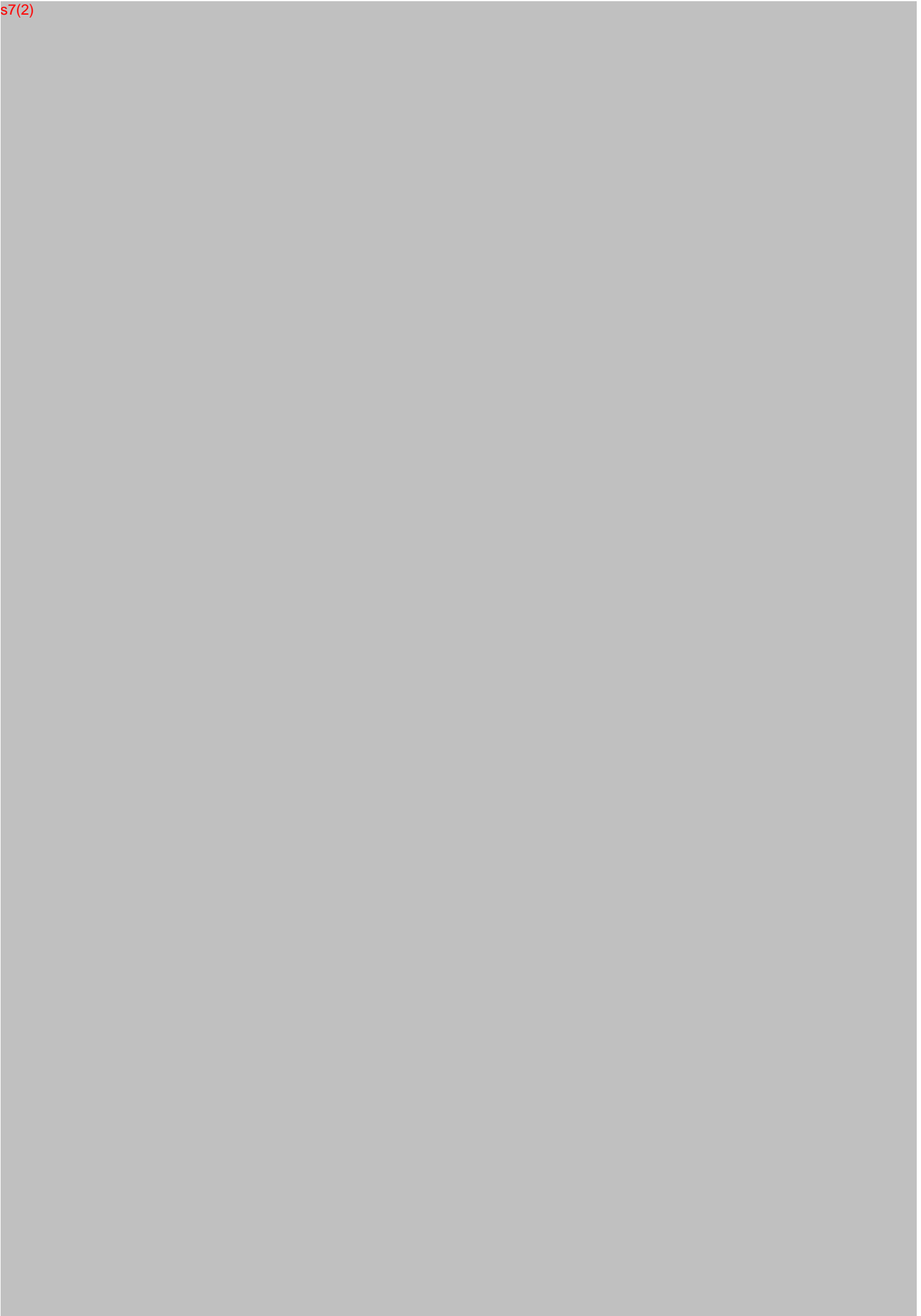
It has only been a very short period of time since Australia moved to Stage 3 restrictions. Since that time there has been a spike in parcel volumes. s7(2)

[Redacted]

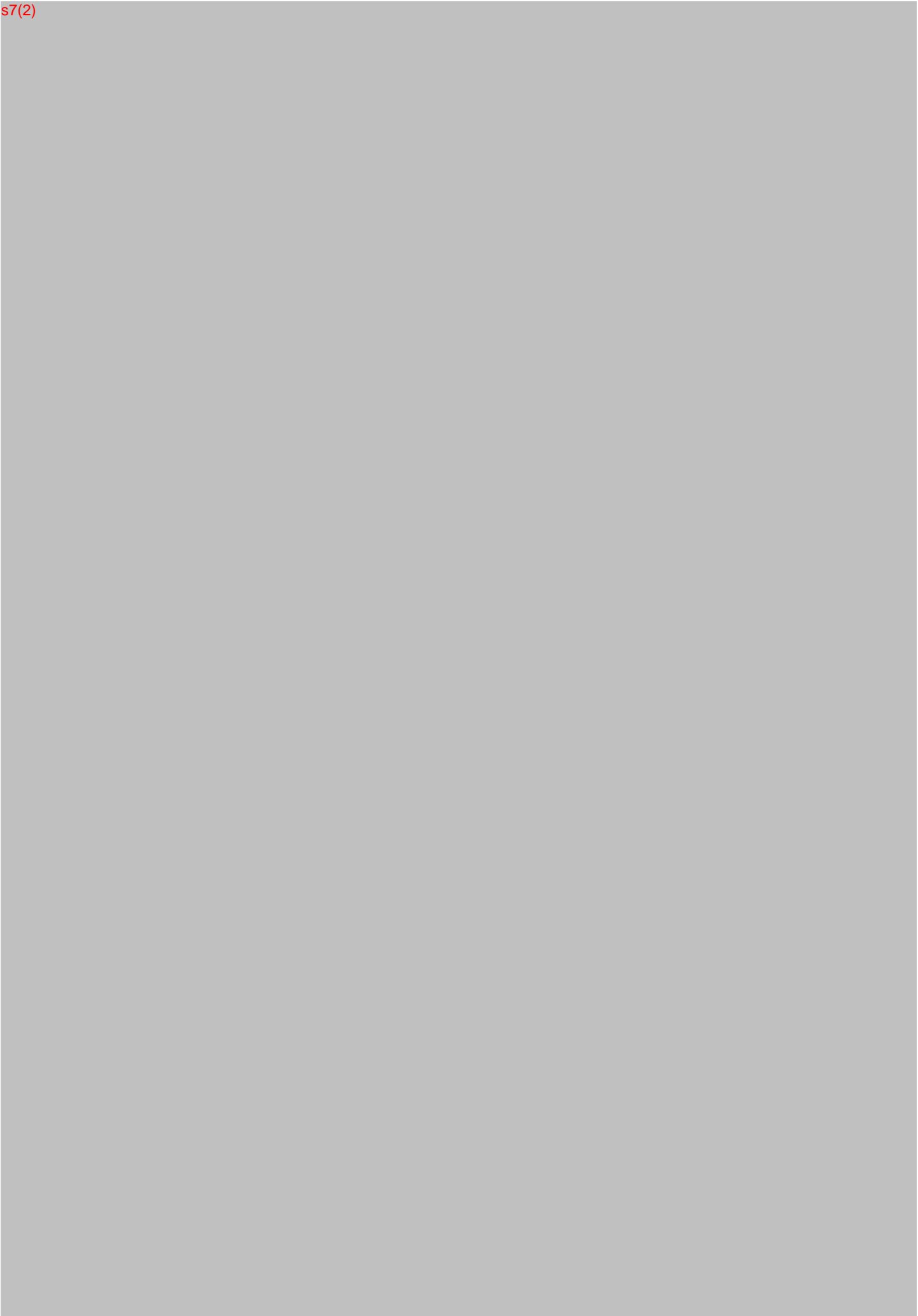
[Redacted]

s7(2)

[Redacted]





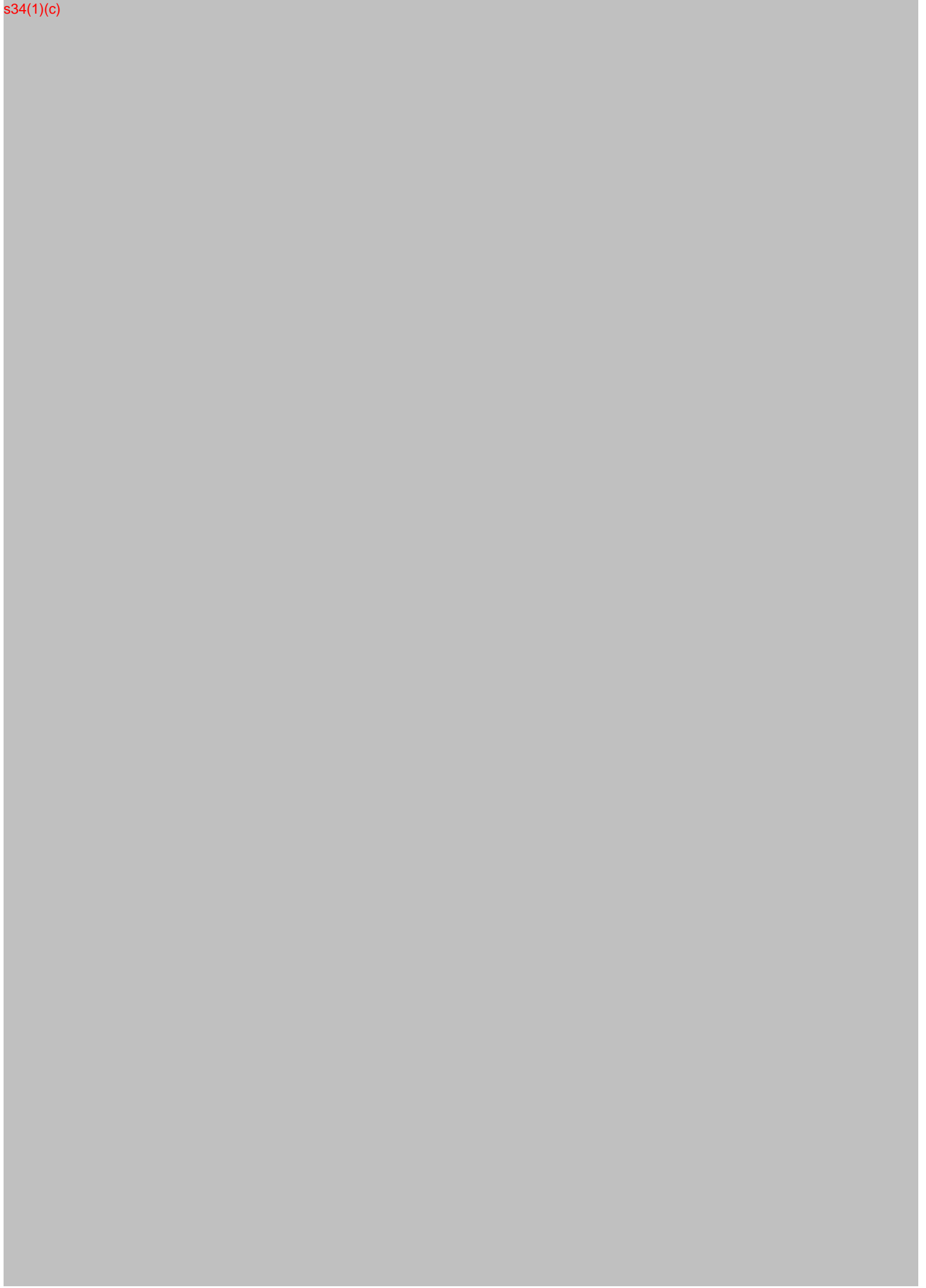


s34(3)




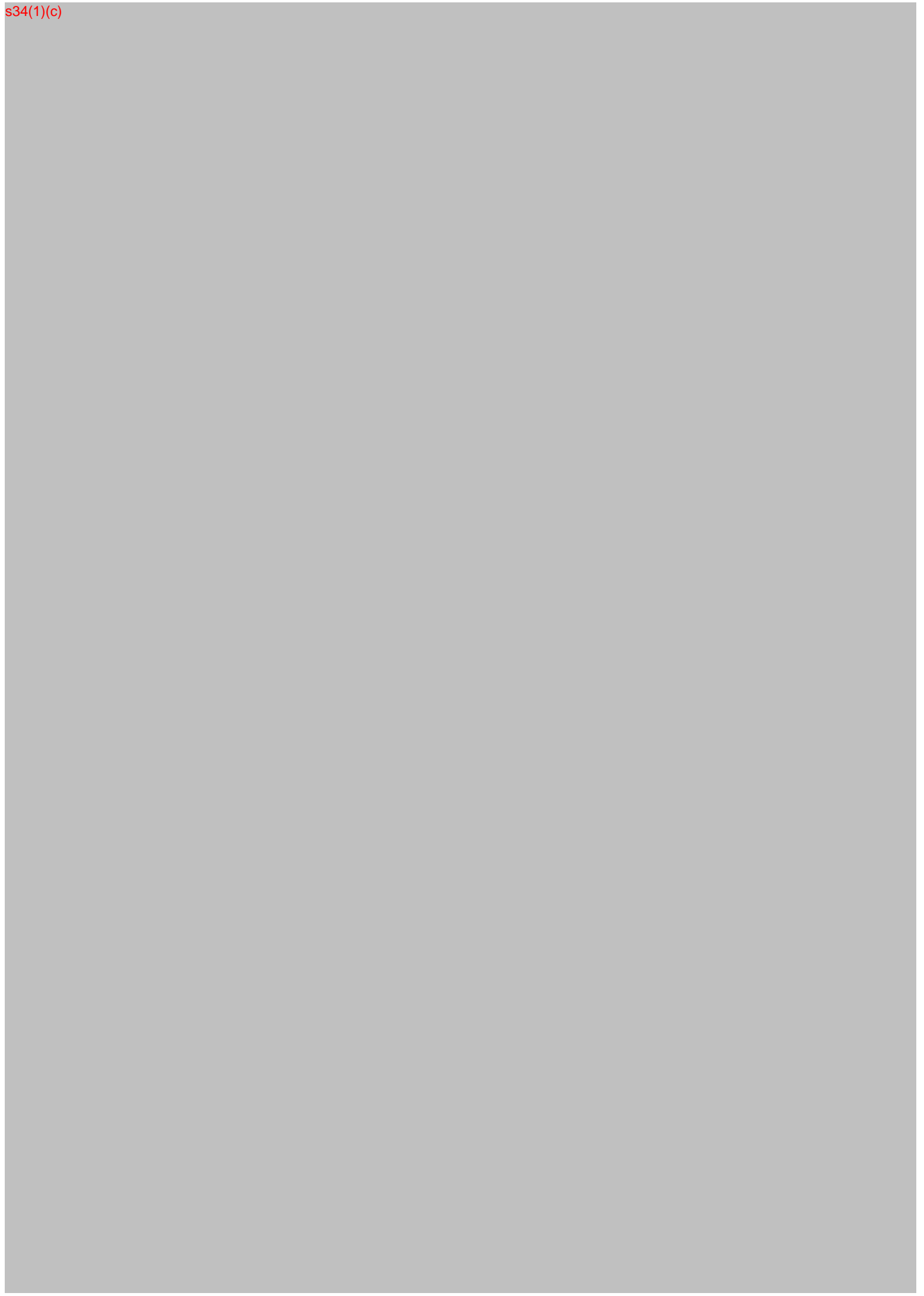
s34(1)(c)





s34(1)(c)





s22

From: RUSH, Rebecca <Rebecca.RUSH@communications.gov.au>
Sent: Thursday, 16 April 2020 7:20 PM
To: s47F; s22
Cc: Lachlann Paterson; Richard Windever1
Subject: s34(3)
Attachments: s34(3)

s47F

Given our timeframes, draft for feedback – is this what you are looking for ? If so, please advise and we will see if Lachlann and Richard have any additions.

Please text me to let me know (thank you s22 I did not add much)

rtr

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