Senior Management Diaries

Date	Title of Meeting	Staff Member
December 2023		
21/12/2023	Meeting with George Adam MSP (videoconference)	David Hamilton
19/12/2023	Meeting with Wylie & Bisset LLP (video conference)	Helen Gardner-Swift
19/12/2023	Egress Protect Demonstration	Claire Stephen
19/12/2023	Module 2A UK Covid19 Inquiry Meeting (videoconference)	David Hamilton Euan McCulloch Claire Stephen
14/12/2023	Strategic and Business Planning Meeting, Edinburgh	Helen Gardner-Swift
13/12/2023	Scottish Youth Parliament Consultation Workshop	Claire Stephen
13/12/2023	Open Government Steering Group (videoconference)	David Hamilton
12/12/2023	Meeting with Scottish Youth Parliament	Claire Stephen
11/12/2023	Meeting with John Edwards, ICO, Edinburgh	David Hamilton
08/12/2023	Centre for Freedom of Information (University of Dundee) (videoconference)	David Hamilton Claire Stephen
06/12/2023	Court of Session, Edinburgh	David Hamilton Euan McCulloch
06/12/2023	Intervention meeting with SEPA (videoconference)	Claire Stephen
03/12/2023	Sunday Show	David Hamilton
November 2023		
29/11/2023	Scottish Government Procurement Shared Services – quarterly review meeting (video conference)	Helen Gardner-Swift
28/11/2023	FOI Holyrood Conference 2023, Edinburgh	David Hamilton Helen Gardner-Swift
27/11/2023	Meeting with FOI Director, ICO, Edinburgh	David Hamilton
23/11/2023	Scottish Politician of the Year Awards, Edinburgh	David Hamilton

Date	Title of Meeting	Staff Member
23/11/2023	Meeting with Head of Internal Audit, Scottish Parliament, Edinburgh	David Hamilton
22/11/2023	Holyrood breakfast briefing - Cyber Security for Scotland's Public Sector Hybrid Workforce, Edinburgh	Helen Gardner-Swift
20/11/2023	Meeting with Scottish Public Services Ombudsman, St Andrews	David Hamilton
15/11/2023	Meeting with Keeper of the Records of Scotland (videoconference)	David Hamilton Euan McCulloch Claire Stephen
14/11/2023	Meeting with Policing Insight (videoconference)	David Hamilton
14/11/2023	Meeting with website provider (video conference)	Claire Stephen
13/11/2023	Scottish Regulator Discussion, ICO, Edinburgh	David Hamilton
13/11/2023	Officeholders' finance meeting, Scottish Parliamentary Corporate Body, (video conference)	Helen Gardner-Swift
08/11/2023	Meeting with Minister for Parliamentary Business, Edinburgh	David Hamilton
07/11/2023	Meeting with ICO Policy & upstream colleagues (video conference)	Claire Stephen
07/11/2023	Accountable Officer Event, Scottish Government, Edinburgh	David Hamilton
06/11/2023	Meeting with Office Holder Services, Scottish Parliament, Edinburgh	David Hamilton
03/11/2023	Meeting with Open Government Partnership Group, Dundee	David Hamilton
02/11/2023	Civil Service Pensions - Regional Employer Forum, Edinburgh	Helen Gardner-Swift
October 2023		
26/10/2023	DPO Network Meeting (video conference)	Helen Gardner-Swift
24/10/2023	Open Government Steering Group (video conference)	David Hamilton
10/10/2023	Meeting with Guardian News & Media, Edinburgh	Daren Fitzhenry
04/10/2023	Meeting with UK Information Commissioner (video conference)	Claire Stephen
September 2023		
28/09/2023	UNESCO RTKD conference (video conference)	Claire Stephen
28/09/2023	Scottish Public Information Forum (SPIF) (video conference)	Daren Fitzhenry
27/09/2023	Intervention meeting with SEPA (video conference)	Claire Stephen
21/09/2023	Meeting with MECOPP	Claire Stephen

Date	Title of Meeting	Staff Member
19/09/2023	Advisory Audit Board (video conference)	Daren Fitzhenry Helen Gardner-Swift
13/09/2023	Meeting with Deputy First Minister, Minister for Parliamentary Business and Permanent Secretary (video conference)	Daren Fitzhenry
05/09/2023 – 08/09/2023	Open Government Partnership Conference, Estonia	Daren Fitzhenry
04/09/2023	Meeting with SEPA (video conference)	Claire Stephen
August 2023		
31/08/2023	Meeting with Scottish Parliament Standards Committee, Edinburgh	Daren Fitzhenry Claire Stephen
30/08/2023	Meeting with Scottish Government FOI Unit (video conference)	Daren Fitzhenry Claire Stephen
29/08/2023	Meeting with Police Service of Scotland (video conference)	Margaret Keyse
23/08/2023	Centre for FOI Conference 2023, Dundee University	Daren Fitzhenry Claire Stephen
14/08/2023	Case meeting with Police Scotland, Gartcosh	Daren Fitzhenry
03/08/2023	Meeting with Scottish Government Senior Civil Servants responsible for the FOI Unit (video conference)	Daren Fitzhenry
July 2023		
27/07/2023	Intervention meeting with SEPA (video conference)	Claire Stephen
19/07/2023	Meeting with Historic Environment Scotland (video conference)	Claire Stephen
13/07/2023	Meeting with Police (Scotland) and COPFS (video conference)	Daren Fitzhenry Margaret Keyse
11/07/2023	Meeting with website provider (video conference)	Claire Stephen
10/07/2023	Meeting with Centre for Freedom of Information, (video conference)	Claire Stephen
04/07/2023	Meeting with Scottish Parliamentary Corporate Body (video conference)	Helen Gardner-Swift
June 2023		
29/06/2023	Meeting with the UK Information Commissioner's Office (video conference)	Claire Stephen
29/06/2023	DPO Network Meeting (video conference)	Helen Gardner-Swift
29/06/2023	Meeting with Department for Levelling Up (video conference)	Daren Fitzhenry
27/06/2023	Meeting with Scottish Parliament, Edinburgh	Daren Fitzhenry
26/06/2026	Intervention meeting with SEPA (video conference)	Daren Fitzhenry Claire Stephen

Date	Title of Meeting	Staff Member
22/06/2023	Meeting with Scottish Legal Aid Board (video conference)	Claire Stephen
21/06/2023	Meeting with National Archives (video conference)	Claire Stephen
19/06/2023 – 21/06/2023	International Conference of Information Commissioners (ICIC) Conference, Manilla Philippines	Daren Fitzhenry
14/06/2023	Meeting with Scottish Government FOI Unit, Edinburgh	Daren Fitzhenry
09/06/2023	Meeting with Applicant, Elgin	Daren Fitzhenry
08/06/2023	Meeting with Police Service of Scotland (video conference)	Margaret Keyse
06/06/2023	Meeting with Permanent Secretary, Scottish Government, Edinburgh	Daren Fitzhenry
01/06/2023	Officeholders' shared services meeting (video conference)	Helen Gardner-Swift
May 2023		
31/05/2023	Public Sector Cyber Resilience Network (video conference)	Helen Gardner-Swift
31/05/2023	Meeting with Biometrics Commissioner (video conference)	Helen Gardner-Swift
29/05/2023	Meeting with Police Scotland, Gartcosh	Daren Fitzhenry
22/05/2023	Officeholders' shared services meeting – proposed HR system (video conference)	Helen Gardner-Swift
22/05/2023	FYI Training – Data Protection Training (video conference)	Daren Fitzhenry
19/05/2023	Intervention meeting with SEPA (video conference)	Claire Stephen
17/05/2023	Open Government Steering Group (video conference)	Daren Fitzhenry
11/05/2023	Call with Permanent Secretary's office, Scottish Government (telephone call)	Daren Fitzhenry
11/05/2023	Meeting with Mr Richard Lochhead MSP's office re constituent (video conference)	Daren Fitzhenry
04/05/2023	Scottish Government Intervention Meeting (video conference)	Daren Fitzhenry
April 2023		
26/04/2023	Scottish Public Information Forum (SPIF) (video conference)	Daren Fitzhenry
26/04/2023	Website Project Status meeting with provider (video conference)	Claire Stephen
26/04/2023	DPO Network Meeting (video conference)	Helen Gardner-Swift
20/04/2023	Meeting with Office of the Scottish Charity Regulator (video conference)	Margaret Keyse

Date	Title of Meeting	Staff Member
17/04/2023	Scottish Parliamentary Corporate Body (SPCB) Secretariat and Officeholders' Meeting, Edinburgh	Daren Fitzhenry
12/04/2023	Meeting with Police Scotland, Dundee	Margaret Keyse
March 2023		
30/03/2023	Scottish Government Intervention Meeting (video conference)	Daren Fitzhenry
30/03/2023	Housing Quality Network, Speaker (video conference)	Daren Fitzhenry
23/03/2023	Scottish Parliament Committee, Edinburgh	Daren Fitzhenry Margaret Keyse Claire Stephen
15/03/2023	Advisory Audit Board (video conference)	Daren Fitzhenry Helen Gardner-Swift
14/03/2023	Meeting with Police Service of Scotland (video conference)	Margaret Keyse
09/03/2023	Meeting with the UK Information Commissioner (video conference)	Claire Stephen
07/03/2023	WorkNest – training (video conference)	Daren Fitzhenry Helen Gardner-Swift Claire Stephen Margaret Keyse
01/03/2023	Meeting with Irish Information Commissioner (video conference)	Daren Fitzhenry Claire Stephen
February 2023		
28/02/2023	Intervention meeting with SEPA (video conference)	Claire Stephen
28/02/2023	Meeting with Scottish Parliamentary Corporate Body (SPCB) (video conference)	Helen Gardner-Swift
27/02/2023	Scottish Government Consultation Event - Access to Information Rights in Scotland - Keeping Rights Fit for Purpose Discussion (video conference)	Margaret Keyse
23/02/2023	DPO Network Meeting (video conference)	Helen Gardner-Swift
22/02/2023	Scottish Government Consultation Event - Access to Information Rights in Scotland (video conference)	Daren Fitzhenry Margaret Keyse
15/02/2023	Meeting with ICO Policy & upstream colleagues (video conference)	Margaret Keyse Claire Stephen
14/02/2023	Website Project Status meeting with provider (video conference)	Claire Stephen
13/02/2023	Scottish Public Information Forum (SPIF) (video conference)	Daren Fitzhenry Claire Stephen
09/02/2023	NHS Scotland FOISA Forum (video conference)	Margaret Keyse
08/02/2023	FOI Award Ceremony, Birmingham	Daren Fitzhenry
07/02/2023	Quarterly review meeting with Scottish Government Procurement Shared Services (video conference)	Helen Gardner-Swift

Date	Title of Meeting	Staff Member
07/02/2023	Dinner with FOI Award Ceremony judges and Fivum, Birmingham	Daren Fitzhenry
06/02/2023	Scottish Government Consultation Event - Access to Information Rights in Scotland - Proactive Publication (video conference)	Claire Stephen
02/02/2023	Mackay Hannah – Training (video conference)	Claire Stephen
January 2023		
27/01/2023	Meeting with SPCB secretariat (video conference)	Daren Fitzhenry
26/01/2023	Meeting with Scottish Government National Care Service Complaints Team (video conference)	Daren Fitzhenry Claire Stephen
25/01/2023	Meeting with SportsScotland (video conference)	Claire Stephen
24/01/2023	FOI Awards – Final judging panel (video conference)	Daren Fitzhenry
24/01/2023	Scottish Government Intervention Meeting (video conference)	Margaret Keyse
19/01/2023	Meeting with IT support providers (video conference)	Helen Gardner-Swift
19/01/2023	Centre for Freedom of Information - Annual Conference Meeting (video conference)	Claire Stephen
17/01/2023	Meeting with NHS Fife (video conference)	Claire Stephen
09/01/2023	SCVO Private Members Bill Event (video conference)	Daren Fitzhenry

Contact us

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