

**SCOTTISH FOI IMPLEMENTATION GROUP – WORK PLAN FOR 2003**

**Purpose**

1. This paper seeks the Group's suggestions for issues for consideration over the coming year and its agreement to an indicative work plan.

**Background**

2. The Group has been in existence for two years during the preparation and passage of the Freedom of Information (Scotland) Act 2002, and has overseen the initiation of work on key issues such as training, records management and Codes of Practice.

3. However, with the appointment of the new Scottish Information Commissioner, the project is moving into a new transitional phase. The emphasis over the coming year needs to be on ensuring there is a firm foundation on which detailed implementation of FOI by individual authorities can rest. This will include finalisation of key documentation such as the Codes of Practice, in the light of wider consultation, and helping to take forward a programme of activities to raise awareness among public authorities and to support them in their preparations. Consideration of the Group's forward work plan needs to take place with this in mind.

**Timing of Meetings**

4. We suggest that meetings should take place in June, September and December 2003.

**Topics for Discussion**

5. The draft work plan attached at Annex A includes some indicative areas for consideration by the Group. Core items are likely to remain training and cultural change issues; the Codes of Practice; and updates on recent developments. However, it will also be important to draw wider linkages and the programme suggests building in opportunities to hear from other perspectives such as the UK experiences and the views of consumer bodies.

**Conclusion**

**6. The Group is invited to:**

- **comment on the draft work plan at Annex A; and,**
- **suggest further issues for discussion over the coming year.**

Secretariat  
Scottish Freedom of Information Implementation Group  
February 2003

**SCOTTISH FOI IMPLEMENTATION GROUP  
INDICATIVE WORK PLAN FOR 2003**

<b>FEBRUARY 2003</b>	<b>JUNE 2003</b>	<b>SEPTEMBER 2003</b>	<b>DECEMBER 2003</b>
<i>Core Topics</i>			
Recent Developments	Recent Developments	Recent Developments	Recent Developments
Records Management	Records Management	Records Management	Records Management
S60 Code	S60 Code	S60 Code	S60 Code
Training	Training	Training	Training
<i>Additional Topics</i>			
Preparation of 2 <sup>nd</sup> Annual Report	View from Scottish Information Commissioner or user interest	View from Scottish Information Commissioner or user interest or UK experience	View from user interest or UK experience
	Ministerial Report on Implementation	Access to Environmental Information	Implementation infrastructure, and remit and membership of the Group
		Publication Schemes	