

**MEETING OF SCOTTISH FOI IMPLEMENTATION GROUP
CONFERENCE ROOMS C, D & E, ST ANDREW'S HOUSE
26 September 2003 commencing at 10 -30 am**

AGENDA

1. Apologies for absence
2. Minutes of previous meeting (13 June 2003) & matters arising
3. Recent Developments – Oral update
 - Letter from Deputy Minister for Finance and Public Services to Scottish Public Authorities (copy attached)
 - S. 60 Code of Practice on Functions under the Act– Consultation
 - Code of Practice on Access to Scottish Executive Information – new appeal arrangements
 - Awareness Raising
4. Records Management – (SFOI (2003)6)
5. Training – oral update
6. Suggested date and agenda for next meeting
7. Any other business

Break

Presentation by Scottish Information Commissioner and discussion

Presentation by Scottish Campaign for Freedom of Information and discussion