Breakdown of all communications and correspondence between the Deputy First Minister and COSLA since November 2016

	Date	Description	Subject
1.1	1 November 2016	Attendance at COSLA event on cross-boundary collaboration	Education
1.2	1 February 2017	Meeting with Cllr Primrose and Cllr Reid, COSLA	Education
1.3	21 February 2017	Meeting of Cabinet Sub-Committee on Public Service Reform Delivery with COSLA President, Vice-President and Group Leaders	Public Service Reform Delivery
1.4	14 March 2017	Phone conversation with COSLA President, Cllr David O'Neill	
1.5	5 April 2017	Meeting with COSLA President and Chief Executive	Education Governance Review
1.6	19 April 2017	Meeting with COSLA President and Chief Executive	Education Governance Review
1.7	17 May 2017	Follow-up letter to meeting on 5 April	Education Governance Review
1.8	14 June 2017	Meeting with COSLA Group Leaders and Chief Executive	Education
1.9	24 July 2017	Meeting with COSLA Education Spokesperson	Education
1.10	30 August 2017	Co-chair with Cllr Stephen McCabe of Developing the Young Workforce National Advisory Group	Developing the Young Workforce
1.11	w/c 3 September 2017	Email from Mr Swinney's office to COSLA	Arrangements for COSLA Conference
1.12	8 September 2017	Phone conversation with COSLA Education Spokesperson	Teachers' pay
1.13	8 September 2017	Follow-up email (to phone conversation 8.9.17) from DFM office to COSLA officials	Teachers' pay
1.14	15 September 2017	Phone conversation with COSLA Education Spokesperson	Education - Regional Improvement Collaboratives
1.15	21 September 2017	Meeting with the COSLA Education Spokesperson	Education - Regional Improvement Collaboratives
1.16	5 October 2017	Keynote speech at COSLA Conference	The Scottish Government's programme
1.17	5 October 2017	Meeting with COSLA office bearers at COSLA Conference	Brief introductory meeting

All minutes and notes taken of any telephone communications between the Deputy First Minister and COSLA since November 2016

	Date	Description	Subject	Release status
2.1	14 March 2017	Phone conversation with COSLA President, Cllr David O'Neill		No minutes or notes were made of this call.
2.2	8 September 2017	Phone conversation with COSLA Education Spokesperson	Teacher's pay	Exempt under section 30(b)(ii)
2.3	15 September 2017	Phone conversation with COSLA Education Spokesperson	Education - Regional Improvement Collaboratives	No minutes or notes were made of this call.