

Government Records: Annual File Release

January 2020

National Records of Scotland, File Release List, January 2020

Records of the Scottish Cabinet

Scottish Cabinet records (references 'SCR' & 'RH24') are viewed in the [Historical Search Room](#) as digital copies on the NRS 'Virtual Volumes' system. No pre-ordering is required, though researchers must hold a valid [Readers Ticket](#).

Cabinet Meetings

NRS Reference	File Title	File Description	Date
SCR1/1/3	Agendas for Scottish Cabinet Meetings	Agendas for Meetings of Scottish Cabinet Ministers. 2003: SCN(03) 1st-22nd Meetings. 2004: SC(04) 1st-25th Meetings. [Papers from 2003 opened in 2019]	21 May 2003-30 Aug 2004
SCR1/2/28	Numbered Papers for Scottish Cabinet Meetings	Contains Papers SCN(03)84-88 and SC(04)1-25. [Papers from 2003 opened in 2019]	4 Dec 2003-18 Feb 2004
SCR1/2/29	Numbered Papers for Scottish Cabinet Meetings	Contains Papers SC(04)26-49.	18 Feb-26 Apr 2004
SCR1/2/30	Numbered Papers for Scottish Cabinet Meetings	Contains Papers SC(04)50-83. <i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i>	28 Apr-11 Jun 2004
SCR1/2/31	Numbered Papers for Scottish Cabinet Meetings	Contains Papers SC(04)84-93.	12-21 Jun 2004
SCR1/2/32	Numbered Papers for Scottish Cabinet Meetings	Contains Papers SC(04)94-120.	22 Jun-1 Sep 2004
SCR1/3/6	Minutes of Scottish Cabinet Meetings	Minutes ('Conclusions') of the following Meetings of Scottish Cabinet Ministers:	21 May 2003-2 Jun 2004

National Records of Scotland, File Release List, January 2020 (continued)

		<p>SCN(03)1st-22nd Meetings. SC(04)1st-19th Meetings.</p> <p>[Papers from 2003 opened in 2019]</p> <p><i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i></p>	
SCR1/3/7	Minutes of Scottish Cabinet Meetings	<p>Minutes ('Conclusions') of the following Meetings of Scottish Cabinet Ministers:</p> <p>SC(04)20th-25th Meetings.</p> <p><i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i></p>	3 Jun-30 Aug 2004
RH24/1/1/31	<p>Scottish Cabinet Papers: 1 September 2004</p> <p>(Copy of born digital record)</p>	<p>Papers for the Scottish Cabinet, which were circulated by email.</p> <p>Covering email and Paper SC(04)120.</p>	31 Aug-1 Sep 2004
RH24/1/1/32	<p>Scottish Cabinet Meeting Papers: 9 September 2004</p> <p>(Copy of born digital record)</p>	<p>Papers for the 26th Meeting of the Scottish Cabinet in 2004, which were circulated by email.</p> <p>Covering email, Agenda, Minutes, and Papers SC(04)119, 121.</p> <p><i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i></p>	7-9 Sep 2004
RH24/1/1/33	<p>Scottish Cabinet Meeting Papers: 15 September 2004</p> <p>(Copy of born digital record)</p>	<p>Papers for the 27th Meeting of the Scottish Cabinet in 2004, which were circulated by email.</p> <p>Covering email, Agenda, Minutes, and Papers SC(04)122-123.</p> <p><i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i></p>	14-15 Sep 2004

National Records of Scotland, File Release List, January 2020 (continued)

RH24/1/1/34	Scottish Cabinet Meeting Papers: Fraser Briefing, 15 September 2004 (Copy of born digital record)	Papers for the Scottish Cabinet, which were circulated by email. Covering email and un-numbered papers relating to the Holyrood Inquiry.	15-Sep 2004
RH24/1/1/35	Scottish Cabinet Meeting Papers: 22 September 2004 (Copy of born digital record)	Papers for the 28th Meeting of the Scottish Cabinet in 2004, which were circulated by email. Covering email, Agenda, Minutes, and Papers SC(04)125(Rev)-128. <i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i>	17-22 Sep 2004
RH24/1/1/36	Scottish Cabinet Meeting Papers: 29 September 2004 (Copy of born digital record)	Papers for the 29th Meeting of the Scottish Cabinet in 2004, which were circulated by email. Covering email, Agenda, Minutes, and Papers SC(04)129-131.	24-29 Sep 2004
RH24/1/1/37	Scottish Cabinet Meeting Papers: 7 October 2004 (Copy of born digital record)	Papers for the 30th Meeting of the Scottish Cabinet in 2004, which were circulated by email. Covering email, Agenda, Minutes, and Papers SC(04)132-133.	5-7 Oct 2004
RH24/1/1/38	Scottish Cabinet Papers: 14 October 2004 (Copy of born digital record)	Papers for the Scottish Cabinet, which were circulated by email. Covering email and Paper SC(04)134.	13-14 Oct 2004
RH24/1/1/39	Scottish Cabinet Papers: 20 October 2004 (Copy of born digital record)	Papers for the Scottish Cabinet, which were circulated by email. Covering email and Paper SC(04)135.	19-20 Oct 2004
RH24/1/1/40	Scottish Cabinet Meeting Papers: 27 October 2004 (Copy of born digital record)	Papers for the 31st Meeting of the Scottish Cabinet in 2004, which were circulated by email. Covering email, Agenda, Minutes, and Paper SC(04)136 (Revised)-139.	22-27 Oct 2004
RH24/1/1/41	Scottish Cabinet Meeting Papers: 3 November 2004	Papers for the 32nd Meeting of the Scottish Cabinet in 2004, which were circulated by email.	22-27 Oct 2004

National Records of Scotland, File Release List, January 2020 (continued)

	(Copy of born digital record)	Covering email, Agenda, Minutes, and Papers SC(04)140-144. <i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i>	
RH24/1/1/42	Scottish Cabinet Meeting Papers: 10 November 2004 (Copy of born digital record)	Papers for the 33rd Meeting of the Scottish Cabinet in 2004, which were circulated by email. Covering email, Agenda, Minutes, and Papers SC(04)145-149. <i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i>	8-10 Nov 2004
RH24/1/1/43	Scottish Cabinet Meeting Papers: 17 November 2004 (Copy of born digital record)	Papers for the 34th Meeting of the Scottish Cabinet in 2004, which were circulated by email. Covering email, Agenda, Minutes, and Papers SC(04)150-153. <i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i>	15-17 Nov 2004
RH24/1/1/44	Scottish Cabinet Meeting Papers: 24 November 2004 (Copy of born digital record)	Papers for the 35th Meeting of the Scottish Cabinet in 2004, which were circulated by email. Covering email, Agenda, Minutes, and Papers SC(04)152 (Revise), 154-157 and 'Efficient Government Plan - Position Note'.	23-24 Nov 2004
RH24/1/1/45	Scottish Cabinet Meeting Papers: 1 December 2004 (Copy of born digital record)	Papers for the 36th Meeting of the Scottish Cabinet in 2004, which were circulated by email. Covering email, Agenda, Minutes, and Papers SC(04)158-162. <i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i>	29 Nov-1 Dec 2004

National Records of Scotland, File Release List, January 2020 (continued)

RH24/1/1/46	Scottish Cabinet Meeting Papers: 8 December 2004 (Copy of born digital record)	Papers for the 37th Meeting of the Scottish Cabinet in 2004, which were circulated by email. Covering email, Agenda, Minutes, and Papers SC(04)163-165, 167.	30 Nov-8 Dec 2004
RH24/1/1/47	Scottish Cabinet Meeting Papers: 15 December 2004 (Copy of born digital record)	Papers for the 38th Meeting of the Scottish Cabinet in 2004, which were circulated by email. Covering email, Agenda, Minutes, and Papers SC(04)168-171, 173. <i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i>	13-15 Dec 2004
RH24/1/1/48	Scottish Cabinet Meeting Papers: 22 December 2004 (Copy of born digital record)	Papers for the 39th Meeting of the Scottish Cabinet in 2004, which were circulated by email. Covering email, Agenda, Minutes, and Papers SC(04)174-175, 166, 172(Revised).	22 Dec 2004

Ministerial Committees

NRS Reference	File Title	File Description	Date
SCR2/1/4	Ministerial Committees: Ministerial Meetings - Robert Napier Case	Papers on Ministerial meetings to consider the outcome and Scottish Executive response to the legal case Robert Napier v Scottish Ministers. The case concerned the question of whether the practice of slopping out in prisons was in breach of the European Convention on Human Rights. [Papers from 2003 opened in 2019] <i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i>	21 Jul 2003-12 May 2004

National Records of Scotland, File Release List, January 2020 (continued)

SCR2/15/9/1	National Planning Framework: Ad-Hoc Ministerial Meetings - General Papers	General papers relating to the ad hoc Ministerial group established to monitor progress on the National Planning Framework. [Papers from 2002-2003 opened in 2018 & 2019]	12 Jun 2002-24 Feb 2004
SCR2/23/1/1	Cabinet Sub-Committee on Local Government (CSCLG) - Papers (Numbered Papers Only)	Meeting papers for the Cabinet Sub-Committee on Local Government (CSCLG). [Papers from 2003 opened in 2019] <i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blacked out).</i>	8 Oct 2003-26 May 2004
SCR2/23/2/1	Cabinet Sub-Committee on Local Government (CSCLG) - General Papers	General papers relating to the Cabinet Sub-Committee on Local Government (CSCLG). [Papers from 2003 opened in 2019]	26 Sep 2003-26 May 2004
SCR2/24/1/1	Cabinet Sub-Committee on Criminal Justice (CSCCJ) - Papers (Numbered Papers Only)	Meeting papers for the Cabinet Sub-Committee on Criminal Justice (CSCCJ). [Papers from 2003 opened in 2019]	4 Nov 2003-1 Jun 2004
SCR2/24/2/1	Cabinet Sub-Committee on Criminal Justice (CSCCJ) - General	General papers relating to the Cabinet Sub-Committee on Criminal Justice (CSCCJ). [Papers from 2003 opened in 2019]	31 Oct 2003-1 Jun 2004
SCR2/25/1/1	Cabinet Sub-Committee on Sustainable Scotland (CSCSS) - Papers (Numbered Papers Only)	Meeting papers for the Cabinet Sub-Committee on Sustainable Scotland (CSCSS). [Papers from 2003 opened in 2019]	5 Nov 2003-8 Jun 2004
SCR2/25/2/1	Cabinet Sub-Committee on Sustainable Scotland (CSCSS) - General	General papers relating to the Cabinet Sub-Committee on Sustainable Scotland (CSCSS). [Papers from 2003 opened in 2019]	25 Jun 2003-9 Jun 2004

National Records of Scotland, File Release List, January 2020 (continued)

SCR2/27/1/1	Ministerial Committee: Children and Young People Delivery Group (CYPDG) - Papers (Numbered Papers Only)	Meeting papers for the Children and Young People Delivery Group (CYPDG). [Papers from 2003 opened in 2019]	24 Sep 2003-15 Jun 2004
SCR2/27/2/1	Ministerial Committee: Children and Young People Delivery Group (CYPDG) - General	General papers relating to the Children and Young People Delivery Group (CYPDG). [Papers from 2003 opened in 2019]	12 Aug 2003-14 Jun 2004
SCR2/28/1/1	Ministerial Committee: Closing the Opportunity Gap Delivery Group (COGDG) - Papers (Numbered Papers Only)	Meeting papers for the Closing the Opportunity Gap Delivery Group (COGDG). [Papers from 2003 opened in 2019]	10 Dec 2003-30 Mar 2004
SCR2/28/2/1	Ministerial Committees: Closing the Opportunity Gap Delivery Group (COGDG) - General	General papers relating to the Closing the Opportunity Gap Delivery Group (COGDG). [Papers from 2003 opened in 2019]	21 Oct 2003-8 Jul 2004
SCR2/31/1/1	Ministerial Committees: Ad Hoc Group of Ministers - Fire & Rescue Services (Numbered Papers Only)	Meeting papers for the Ad Hoc Group of Ministers - Fire & Rescue Services. [Papers from 2003 opened in 2019]	Nov 2003-Jun 2004
SCR2/31/2/1	Ministerial Committees: Ad Hoc Group of Ministers - Fire & Rescue Services (General)	General papers relating to the Ad Hoc Group of Ministers - Fire & Rescue Services. [Papers from 2003 opened in 2019]	11 Nov 2003-14 Jan 2004
SCR2/32/1/1	Ministerial Committees: Ad Hoc Group of Ministers - Civil Contingencies (Papers Only)	Meeting papers for the Ad Hoc Group of Ministers - Civil Contingencies. <i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i>	31 Mar-16 Jun 2004
SCR2/32/2/1	Ministerial Committees: Ad Hoc Group of Ministers - Civil Contingencies (General)	General papers relating to the Ad Hoc Group of Ministers - Civil Contingencies.	1 Mar-18 Jun 2004

National Records of Scotland, File Release List, January 2020 (continued)

SCR2/33/1/1	Ministerial Committees: Ministerial Group on Regeneration - Papers (Numbered Papers Only)	Meeting papers for the Ministerial Group on Regeneration.	2 Mar-28 Apr 2004
SCR2/33/2/1	Ministerial Committees: Ministerial Group on Regeneration - General	General papers relating to the Ministerial Group on Regeneration. <i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i>	Dec 2003-17 Aug 2004
SCR2/34/1/1	Ministerial Committees: Ministerial Group on Relocation - Papers (Numbered Papers Only)	Meeting papers for the Ministerial Group on Relocation.	23 Jun 2004
SCR2/34/2/1	Ministerial Committees: Ministerial Group on Relocation - General	General papers relating to the Ministerial Group on Relocation.	22 Jun-23 Jun 2004

Management of Cabinet Business

NRS Reference	File Title	File Description	Date
SCR3/2/5	First Minister's Steering Briefs	Copies of First Minister's Steering Briefs for Cabinet Meetings from 7 Jan 2004 until 30 Aug 2004. Steering Briefs provided the First Minister with a summary of each agenda point to assist with the chairing of Cabinet Meetings. <i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i>	6 Jan-27 Aug 2004

National Records of Scotland, File Release List, January 2020 (continued)

Scottish Cabinet: Miscellaneous Ministerial Papers

NRS Reference	File Title	File Description	Date
SCR6/3	General Ministerial Meetings	Papers on the Scottish Executive's response to a Scottish Trades Union Congress (STUC) paper on Scotland's Health and Safety record.	Jan-Feb 2004
SCR6/4	General Ministerial Meetings	Papers on various topics including: the use of mindmaps in the Scottish Executive, including for advice to Ministers; changes to the functions of the Secretary of State for Scotland; funding for science centres in Edinburgh (Dynamic Earth) and Glasgow (Glasgow Science Centre); Spending Review 2003-2004.	13 Jan 2003- 21 Jan 2004

Scottish Cabinet Guidance

These files relate to guidance for Ministers and Officials.

NRS Reference	File Title	File Description	Date
SCR7/1/6	Scottish Ministerial Code: General	Papers relating to the Code, including complaint against Justice Minister and advice to Ministers on specific issues.	19 Feb 2003- 19 May 2004
SCR7/10/3	Scottish Election Guidance 2003: General	Papers relating to the 2003 Scottish elections.	14 Apr 2003- 29 Jun 2004
SCR7/11/1	Scottish Cabinet Guidance: Wicks - The 9th Report on Standards in Public Life	Papers relating to the Wicks Report.	14 Apr 2003- 10 May 2004
SCR7/12/1	Scottish Cabinet Guidance: European Election Guidance	Papers relating to guidance for officials, including a potential issue on the opening of a new facility at Prestwick during the election period.	31 Mar-27 May 2004
SCR7/13/1	Scottish Cabinet Guidance: Civil Service Bill	Papers on the 9th Report of the Committee on Standards in Public Life (Wicks), and a Government Civil Service Bill. <i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i>	13 Feb-23 Sep 2004

National Records of Scotland, File Release List, January 2020 (continued)

Scottish Cabinet and the Scottish Parliament

NRS Reference	File Title	File Description	Date
SCR8/5	Parliament: Parliamentary Questions/Scottish Parliamentary Questions - General	Papers relating to Parliamentary and Scottish Parliamentary Questions including concerns with the electronic voting system.	13 Mar 2001-12 Jan 2004

Cabinet Secretariat: Management Group

The Management Group of the Scottish Executive was made up of senior officials and was chaired by the Permanent Secretary. The role of the Management Group was to lead the Scottish Executive by developing long-term policy with, and for Ministers, and to promote the corporate management of the organisation.

NRS Reference	File Title	File Description	Date
SCR11/1/2	Management Group Meetings: Agendas (Numbered Papers only)	Agendas for Management Group Meetings.	6 Nov 2003-26 Aug 2004
SCR11/2/20	Management Group Meetings: Papers (Numbered Papers only)	Papers for Management Group Meetings.	21 Oct 2003-24 Mar 2004
SCR11/2/21	Management Group Meetings: Papers (Numbered Papers only)	Papers for Management Group Meetings.	01 Mar-31 Aug 2004
SCR11/4/6	Management Group Meetings: Minutes/Action Points (Numbered Papers only)	Minutes and Action Points for Management Group Meetings.	1 May 2003-25 Mar 2004
SCR11/4/7	Management Group Meetings: Minutes/Action Points (Numbered Papers only)	Minutes and Action Points for Management Group Meetings.	1 Apr-26 Aug 2004
SCR11/7/4	Management Group Meetings: Steering Briefs	Steering briefs for Management Group meetings. <i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i>	7 Jan-25 Aug 2004
SCR11/11/1	Management Group Meetings: Conference Call	Papers on the regular Management Group telephone conference calls held each Monday morning.	4 Sep 2003-30 Aug 2004

National Records of Scotland, File Release List, January 2020 (continued)

SCR11/13/3	Management Group Sub-Groups: Corporate Issues Sub-Group - Papers	Meeting papers. <i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i>	17 Sep 2003-18 Mar 2004
SCR11/13/4	Management Group Sub-Groups: Corporate Issues Sub-Group - Papers	Meeting papers.	31 Mar-19 Aug 2004
SCR11/13/5	Management Group Sub-Groups: Delivery Sub-Group - Papers	Meeting papers.	13 Aug 2003-25 Aug 2004
SCR11/13/6	Management Group Sub-Groups: Horizon Scanning Sub-Group - Papers	Meeting papers.	12 Nov 2003-14 Jun 2004
SCR11/13/7	Management Group Sub-Groups: Remuneration Sub-Group - Papers	Meeting papers. <i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i>	20 May-26 Aug 2004
SCR11/14/1	Management Group: Management Group Correspondence	Copies of submissions to Management Group on issues which were cleared by correspondence rather than in a formal meeting of the Group. <i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i>	27 Aug 2003-14 Apr 2004
SCR11/14/2	Management Group: Management Group Correspondence	Copies of submissions to Management Group on issues which were cleared by correspondence rather than in a formal meeting of the Group.	30 Apr-20 Jul 2004
SCR11/14/3	Management Group: Corporate Issues Sub-Group Correspondence	Copies of submissions to the Management Group's Corporate Issues Sub-Group on issues which were cleared by correspondence rather than in a formal meeting of the Group.	19 Dec 2003-9 Jul 2004

National Records of Scotland, File Release List, January 2020 (continued)

Cabinet Correspondence

Papers relating to issues dealt with by the Cabinet through correspondence rather than formal meetings.

NRS Reference	File Title	File Description	Date
SCR12/12/13	Scottish Cabinet Correspondence: All Departments - 2003 (New Administration)	<p>The file contains submissions to Cabinet Ministers, with responses from officials, on issues under discussion by the Scottish Cabinet.</p> <p>Includes copies of the following Cabinet Correspondence (New Administration) Papers:</p> <p>CCN(03)35: Ensuring Improvement in our Schools - Consultation Document CCN(03)36: Civil Contingencies Bill CCN(03)37: GM [Genetically Modified] Crops CCN(03)38: Modernising the NHS Dental Services in Scotland - Consultation Paper CCN(03)39: Personal Bankruptcy Reform CCN(03)40: Consultation on a Draft Sexual Health and Relationships Strategy</p>	14 Oct 2003 - 08 Mar 2004
SCR12/12/14	Scottish Cabinet Correspondence: All Departments - 2003 (New Administration)	<p>The file contains submissions to Cabinet Ministers, with responses from officials, on issues under discussion by the Scottish Cabinet.</p> <p>Includes copies of the following Cabinet Correspondence (New Administration) Papers:</p> <p>CCN(03)41: Department for Constitutional Affairs - Consultation on Constitutional Reform CCN(03)42: Publication of the Revised Scottish Compact and Compact Implementation Strategy CCN(03)43: Health Service (Miscellaneous) Bill – Consultation CCN(03)44: Consultation on the Future of the Age and Stage Regulations (Revised) CCN(03)45: Tobacco Control Action Plan</p>	4 Nov 2003- 23 Jan 2004

National Records of Scotland, File Release List, January 2020 (continued)

<p>SCR12/12/15</p>	<p>Scottish Cabinet Correspondence: All Departments - 2003 (New Administration)</p>	<p>The file contains submissions to Cabinet Ministers, with responses from officials, on issues under discussion by the Scottish Cabinet.</p> <p>Includes copies of the following Cabinet Correspondence (New Administration) Papers:</p> <p>CCN(03)46: Consultation Paper on Protection of Emergency Workers CCN(03)47: Housing Improvement Task Force - SE Response to Recommendations CCN(03)50: National Lottery Decision CCN(03)51: Merger of the Funding Councils - Background Paper on Funding of Learners and Occupational Labour Shortages CCN(03)52: Implementation of Free Eye and Dental Checks CCN(03)53: Appointment of External Members to the Cabinet Sub-Committee on Sustainable Scotland</p> <p><i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i></p>	<p>21 Nov 2003- 19 Jul 2004</p>
<p>SCR12/12/16</p>	<p>Scottish Cabinet Correspondence: All Departments - 2003 (New Administration)</p>	<p>The file contains submissions to Cabinet Ministers, with responses from officials, on issues under discussion by the Scottish Cabinet.</p> <p>Includes copies of the following Cabinet Correspondence (New Administration) Papers:</p> <p>CCN(03)55: Scottish University for Industry to Convert to an NDPB CCN(03)57: Publication of Guidance on Community Learning and Development CCN(03)58: Individual Learning Accounts (ILA) Successor Scheme in Scotland.</p> <p>Also includes papers on free school meals entitlement.</p> <p><i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blanked out).</i></p>	<p>10 Apr 2003- 26 Jan 2004</p>

National Records of Scotland, File Release List, January 2020 (continued)

SCR12/12/17	Scottish Cabinet Correspondence: All Departments - Strategic Environmental Assessment	The file contains submissions to and from Cabinet Ministers, with responses from officials, on proposed legislation to introduce Strategic Environmental Assessment in Scotland.	18 Aug 2003-8 Sep 2004
SCR12/12/18	Scottish Cabinet Correspondence: All Departments - 2004	<p>The file contains submissions to Cabinet Ministers, with responses from officials, on issues under discussion by the Scottish Cabinet.</p> <p>Includes copies of the following Cabinet Correspondence Papers:</p> <p>CC(04)1: School/College Review Consultation CC(04)2: Appointment of External Members to Cabinet Delivery Group on Closing the Opportunity Gap CC(04)3: Third Round of the Modernising Government Fund CC(04)4: Review of Prescription Charges CC(04)5: Consultation on Merger of Further Education Colleges CC(04)6: Emergency Workers Bill CC(04)7: Health (Miscellaneous) Bill Consultation CC(04)8: Consultation Strategy for the Review of Summary Justice</p>	Mar 2003-May 2004
SCR12/12/19	Scottish Cabinet Correspondence: All Departments - 2004	<p>The file contains submissions to Cabinet Ministers, with responses from officials, on issues under discussion by the Scottish Cabinet.</p> <p>Includes copies of the following Cabinet Correspondence Papers:</p> <p>CC(04)9: Water Services (Scotland) Bill - Restructuring the Office of the Water Industry Commissioner for Scotland CC(04)11: Proposals to Revise Existing Animal Welfare Legislation CC(04)13: Review of Children's Hearing System: Approval of Consultation Pack CC(04)14: Merger of the Scottish Further and Higher Education Funding Councils CC(04)15: Social Economy Action Plan and Futurebuilders CC(04)16: White Paper on Liquor Licensing (Scotland) Bill 2005</p> <p>[A note on files states that un-named Papers CC(04)10 and CC(04)12 were withdrawn.]</p>	Dec 2003-Nov 2004

National Records of Scotland, File Release List, January 2020 (continued)

		<i>Some information is exempt from release under the Freedom of Information (Scotland) Act 2002. This information has been redacted (blacked out).</i>	
SCR12/12/20	Scottish Cabinet Correspondence: All Departments - 2004	<p>The file contains submissions to Cabinet Ministers, with responses from officials, on issues under discussion by the Scottish Cabinet.</p> <p>Includes copies of the following Cabinet Correspondence Papers:</p> <p>CC(04)17: Consultation on Registration Services (Scotland) Bill CC(04)19: Health Service Legislation 2004-2005 CC(04)21: Scottish Biodiversity Strategy - Approval of Final Text CC(04)22: Broadband Strategy - Proposal to Achieve Access to Every Community By End 2005</p> <p>[A note on files states that un-named Paper CC(04)18 was withdrawn, and Paper CC(04)20 has been filed elsewhere.]</p>	Mar-May 2004
SCR12/12/21	Scottish Cabinet Correspondence: All Departments - 2004	<p>The file contains submissions to Cabinet Ministers, with responses from officials, on issues under discussion by the Scottish Cabinet.</p> <p>Includes copies of the following Cabinet Correspondence Paper:</p> <p>CC(04)23: Report of the Religious Observance Review Group CC(04)24: Approval to Relet the ScotRail Franchise CC(04)25: Green Jobs Strategy CC(04)26: Review of Governance and Accountability in the FE Sector CC(04)27: Draft Charities and Trustee Investment (Scotland) Bill CC(04)28: Consultation on Smoking in Public Places</p>	Apr-Jun 2004
SCR12/12/22	Scottish Cabinet Correspondence: All Departments - 2004	<p>The file contains submissions to Cabinet Ministers, with responses from officials, on issues under discussion by the Scottish Cabinet.</p> <p>CC(04)29: Environmental Performance of Public Bodies CC(04)30: Healthy Working Lives - A Plan for Action CC(04)31: Fee Levels in Higher Education CC(04)32: Diligence and Bankruptcy Reform Secondary Consultation Paper CC(04)33: Investing in Water Services 2006-2014 and Paying for Water Services 2006-2010 CC(04)34: Annual Rural Report 2004 CC(04)35: Fire Service Control Rooms</p>	Apr-Jun 2004

National Records of Scotland, File Release List, January 2020 (continued)

SCR12/12/23	Scottish Cabinet Correspondence: All Departments - 2004	<p>The file contains submissions to Cabinet Ministers, with responses from officials, on issues under discussion by the Scottish Cabinet.</p> <p>Includes copies of the following Cabinet Correspondence Papers:</p> <p>CC(04)36: Flooding Issues - 6 Month Update CC(04)37: Gaelic Language Bill – Revisions CC(04)38: Protection of Children and Prevention of Sexual Offences CC(04)39: Consultation on Female Genital Mutilation CC(04)40: Broadband Pathfinder Projects</p>	Jun-Jul 2004
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Cabinet Secretariat: Getting Started Project

The 'Getting Started' project, which was part of the wider Scottish Executive 'Changing to Deliver' programme, was intended to improve the support to Ministers provided by the Scottish Executive's Ministerial Private Offices, Senior Management, and policy officials within Departments.

NRS Reference	File Title	File Description	Date
SCR13/2	Cabinet Secretariat: Getting Started Project - General	General papers on the 'Getting Started' project.	10 Mar 2003-26 Aug 2004
SCR13/5	Cabinet Secretariat: Getting Started Project - On Track to be a Private Secretary	Papers on developing an induction programme and guidance for officials working in Private Offices supporting Ministers following the Scottish Parliament elections on 1 May 2003.	6 May 2003-24 Feb 2004
SCR13/6	Cabinet Secretariat: Getting Started Project - Project Monitoring Returns	Papers (including reports) relating to the project management of the 'Getting Started' project and the 'Changing to Deliver' Programme	3 Feb 2003-13 Feb 2004

National Records of Scotland, File Release List, January 2020 (continued)

Records of the Scottish Office/Scottish Executive: Departmental files

These files are available for consultation in the [Historical Search Room](#) from Friday 3rd to until Friday 17th January 2020. Following this date, files **must** be ordered in advance: please telephone 0131 535 1334 giving at least 24 hours' notice or use the [online NRS Catalogue](#). Researchers must hold a valid [Readers Ticket](#) to consult records.

Scottish Office/Scottish Executive: Home and Health Department

NRS Reference	File Title	File Description	Date
HH116/4	Scottish Hospital Trust	Agendas and minutes of meetings (final meeting dated 5th May 2004).	1992-2004

Scottish Office: Industry Department

NRS Reference	File Title	File Description	Date
SEP2/31	Visit Reports	Various firms.	1979
SEP2/66	Weir Pacific Valves Ltd, Glasgow	Petrochemical valve manufacturers.	1970-1979
SEP2/80	Cameron Iron Works Ltd, Livingston	Forge products and ball valve manufacturers.	1977-1979
SEP2/90	Clydesdale Bank Ltd, Glasgow	Bankers.	1972-1979
SEP2/97	Harris & Samuel, Glasgow	Clothing manufacturers.	1960-1979
SEP2/101	Various Engineering Firms	General.	1978-1979
SEP2/105	Various Engineering Firms	General.	1979
SEP2/143	Tay Textile Ltd, Park Mill, Dundee	Yarns, textiles and flexible intermediate bulk container manufacturers.	1976-1979
SEP2/144	Tay Textiles Ltd, Park Mill, Dundee	Yarns, fabrics and flexible intermediate bulk container manufacturers.	1978-1979
SEP2/150	Weir Westgarth Ltd, Glasgow	Desalination plant designers and contractors.	1977-1979
SEP2/152	Orde of Jedburgh, Jedburgh	Clothing manufacturers.	1977-1979
SEP2/156	G R International Electronics Ltd, Perth	Electronic engineers.	1968-1979
SEP2/169	John Smith & Son (Glasgow) Ltd, Glasgow	Booksellers and publishers.	1979

National Records of Scotland, File Release List, January 2020 (continued)

SEP2/179	Eadie Cairns, Glasgow	Whisky distillers and blenders.	1977-1979
SEP2/186	John Bartholomew & Son Ltd, Edinburgh	Cartographers and pictorial map makers.	1979
SEP2/196	Trunk Trailer Co Ltd, Livingston	Trailer manufacturers.	1978-1979
SEP2/198	Instrument Transformers Ltd, East Kilbride	Electrical current transformer manufacturers.	1974-1979
SEP2/222	Morton, Young & Borland, Ltd, Newmilns	Terylene and cotton window furnishing, bedcover and table cloth manufacturers.	1970-1979
SEP2/225	Ballantyne Sportswear Ltd, Innerleithen	Knitted garment manufacturers.	1971-1979
SEP2/240	Ferranti Ltd, Edinburgh	Electrical and electronic engineers.	1978-1979
SEP2/248	United Wire Ltd, Edinburgh	Wire manufacturers.	1978-1979
SEP2/250	Dema Glass Ltd, Penicuik	(including Edinburgh Crystal Glass Co Ltd) Domestic glassware manufacturers.	1973-1979
SEP2/266	Burton's Gold Medal Biscuits, Ltd, Quality House, Edinburgh	Biscuit, shortbread and liquorice allsorts manufacturers.	1974-1979
SEP2/270	Macfarlan Smith Ltd, Edinburgh	Bulk pharmaceutical chemical producers.	1972-1979
SEP2/277	Lithgows (Holdings) Ltd	Shipbuilders (steel hulled fishing vessels).	1970-1979
SEP2/293	Ethicon Ltd, Edinburgh	Surgical suture and ligature, medical and surgical appliance manufacturers.	1977-1979
SEP2/305	Parsons Peebles Motors and Generators Ltd, East Pilton Works, Edinburgh	Power transformer manufacturers.	1978-1979
SEP2/313	Dawson International Ltd, Kinross	Knitwear and clothing manufacturers.	1974-1979
SEP2/340	General Accident Fire & Life Assurance Corporation Ltd, Perth	Life, industrial, fidelity and marine insurers.	1973-1979
SEP2/353	Carron Company Ltd, Falkirk	Iron workers.	1975-1979
SEP2/354	Carron Company Ltd, Falkirk	Iron workers.	1978-1979
SEP2/357	Pye Scottish Telecommunications Ltd, Airdrie	Manufacturers of telecommunications equipment, hearing aids and mine detectors.	1969-1979
SEP2/412	Tough Ropes Ltd, Greenock	Rope manufacturers.	1956-1979
SEP2/498	A Strang & Co Ltd, Hurlford, Kilmarnock	Propeller manufacturer.	1958-1979
SEP2/508	Thomas Reid & Sons (Paisley) Ltd/ Reid Gear Co Ltd, Paisley	Marine engineers.	1961-1979

National Records of Scotland, File Release List, January 2020 (continued)

SEP2/525	Don & Low Ltd, Arbroath	Presentation packaging manufacturers.	1977-1979
SEP2/551	Edinburgh Golf & Sports Co Ltd, Duns	Golf club manufacturers.	1975-1979
SEP2/570	Richard Irvin & Sons Ltd, Aberdeen	Boatbuilders.	1959-1979
SEP2/592	Jean Hatton, Edinburgh	Fashion designer.	1976-1979
SEP2/638	John Brown Engineering (Clydebank) Ltd	Manufacturers of gas turbines.	1978-1979
SEP2/639	John Brown Engineering (Clydebank) Ltd	Manufacturers of gas turbines, including company publicity brochures.	1979
SEP2/640	John Brown Engineering (Clydebank) Ltd	Manufacturers of gas turbines.	1979
SEP2/641	John Brown Engineering (Clydebank) Ltd	Manufacturers of gas turbines.	1979
SEP4/2008	Industrial Development: Individual Areas	Cupar (including Newburgh and Auchtermuchty): general.	1971-1979
SEP4/3638	Industrial Development	Briefing notes and statistics on industrial steering activity.	1978-1979

Scottish Office: Central Services Department

NRS Reference	File Title	File Description	Date
SOE3/550	Conduct and Discipline	George Pottinger: consideration of action to be taken following outcome of criminal proceedings, including drafting of disciplinary charges.	1973-1974
SOE3/551	Conduct and Discipline	George Pottinger: consideration of action following conviction.	1974
SOE3/563	Conduct and Discipline	George Pottinger; correspondence received on subjects relating to Pottinger case.	1972-1974
SOE3/565	Conduct and Discipline	George Pottinger; general.	1973-1974
SOE3/566	Conduct and Discipline	George Pottinger; civil service career history.	1939-1974
SOE6/1/1046	Rate Support Grant	Formula for distribution to local authorities: general.	1976-1979