

26 April 2010 - 30 April 2010

April 2010							May 2010							
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	
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	26 Monday	27 Tuesday	28 Wednesday	29 Thursday	30 Friday
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**03 May 2010 -
07 May 2010**

May 2010

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June 2010

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	3 Monday	4 Tuesday	5 Wednesday	6 Thursday	7 Friday
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10 May 2010 - 14 May 2010

May 2010

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24	25	26	27	28	29	30
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June 2010

Mo	Tu	We	Th	Fr	Sa	Su
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21	22	23	24	25	26	27
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	10 Monday	11 Tuesday	12 Wednesday	13 Thursday	14 Friday
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					
10 ⁰⁰					
11 ⁰⁰					Media speech discussion 212; New Special Advisor
12 ⁰⁰					Finance DCMS 216; New Minister
13 ⁰⁰					NEWER TIME - Culture 212; SMITH, Adam
14 ⁰⁰					All-staff event with Secretary of State GCR1&2 STEPHENS JONATHAN
15 ⁰⁰					Olympics briefing (Dea SoS rm, DCMS; HUNT, Je NEW TIME - School Oly 212; SMITH, Adam
16 ⁰⁰					Culture speech prep spads office; TIMMS DAN
17 ⁰⁰					1-2-1 with 212; SMITH Adam, Mi 212; SMITH
18 ⁰⁰					

**17 May 2010 -
21 May 2010**

May 2010							June 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
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17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
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	17 Monday	18 Tuesday	19 Wednesday	20 Thursday	21 Friday
			Need to bring pas @	HoL report on switc	free swimming pre-
07 ⁰⁰					
08 ⁰⁰		Comms mtg. SoS rm, DCMS; HUNT, Je			Jeremy Beaton 212
09 ⁰⁰		Cv			
10 ⁰⁰	Weekly arts funding mtg. (Helen) SoS rm, DCMS HUNT, Jeremy @	Nick King - TBC 212; SMITH, Adam @	Weekly School Olympics mtg. SoS rm, DCMS HUNT, Jeremy	Weekly Tourism legacy mtg. (Rebecca) SoS rm, DCMS HUNT, Jeremy	
11 ⁰⁰			Meeting with Claudia - 212 @	Read Olympics Folder and reading time (flexible)	
12 ⁰⁰	Reading time		Reading time		Spending review chat w 212; SMITH, Adam @
13 ⁰⁰				Free Swin 212; SM @	Reading time NEWER TII 212; SMI @
	Mtg Adam Smith Rm 217; New Minister fo				
14 ⁰⁰	Weekly Olympics mtg. (Dean) SoS rm, DCMS HUNT, Jeremy			Finance Mtg SofS Office, DCMS HUNT, Jeremy	Discussion on SpAd pa 212; SMITH, Adam
15 ⁰⁰					Keith Nichol 212
		Mtg. with Peter Wanle: SoS rm, DCMS; HUNT, @			
16 ⁰⁰		Weekly Local TV and broadband manifesto SoS rm, DCMS HUNT, Jeremy		Chat with SPADs on pri DCMS 216; VAIZEY, Ed	
17 ⁰⁰	Tim Chatwin 212; SMITH, Adam @		HR - Meeting with SPAI DCMS; Minister for Spor		
		Dickie Jukes (drink) Trafalgar Hotel			
18 ⁰⁰				Evening Lecture Gustave Tuck Lecture 1 @	
				21:00 - 23:00 Dinner post event(Charlotte Street Ho	

24 May 2010 - 28 May 2010

May 2010							June 2010						
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17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

	24 Monday	25 Tuesday	26 Wednesday	27 Thursday	28 Friday
		Queen Speech expe	John Penrose note	to rearrange - Offic	
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Reading time		John Penrose note		Special Advisers induction SMITH, Adam
10 ⁰⁰			Job description		
11 ⁰⁰	Seb Coe and Paul Deighton SoS rm, DCMS Jeremy Hunt Private			Diary meeting SoS room; Jeremy Hunt F	
			travel	Reading time	
12 ⁰⁰	Dan Timm 212; SMITH Geoff Thor SoS rm, DC	catch up with Jon Zeff ; 212; SMITH, Adam	Briefing for all Special / Cabinet Office/ No.10; @ travel		
13 ⁰⁰		Travel	Mtg VisitEngland + Vis Rm N, PCH; PENROSE @		
		TV and Broadband Upd Room R HoC, (Craig to pi VAIZEY, Ed		Pre-brief for David Jor 216; VAIZEY, Ed	
14 ⁰⁰		travel		Meeting with SPADs to DCMS 216; VAIZEY, Ed	
15 ⁰⁰	Mtg. with Neil Macgreg SoS rm, DCMS; HUNT, @	Reading time	Reading time		
16 ⁰⁰				David Skellton, PRU 212	Drinks
17 ⁰⁰					
18 ⁰⁰				Royal Festival Hall	
	19:15 - 23:00 Cricketer of the year dinner(The Long				

31 May 2010 - 04 June 2010

May 2010							June 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
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10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

	31 Monday	1 Tuesday	2 Wednesday	3 Thursday	4 Friday
				dear colleague lette MP cards Oral questions/Wes regional media gro Richard Hamilton	Public Bodies Refor
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					Briefing for all Special / No.10 SMITH, Adam
10 ⁰⁰				diary invitations; SoS of	
11 ⁰⁰			Philanthropy SoS office, DCMS Jeremy Hunt Private	coffee with Nick Too	Nigel Warner; 21.2
12 ⁰⁰				EVEN NEWER TIME - Di	
			Anthony Brown from t	MfSO - Interview with	
13 ⁰⁰			Weekly local TV and br SoS rm, DCMS Jeremy Hunt Private		BIS Visit Room UG142, 1 Victoria Street.
14 ⁰⁰				Mtg. with Michael Ly	
15 ⁰⁰				Trilateral on philanthrc Conference room B, Cab	
16 ⁰⁰			Meeting v	Meeting Jc	
17 ⁰⁰			Willy Rennie Phone Call	Discussion of cuts subrr	
18 ⁰⁰					

07 June 2010 - 11 June 2010

June 2010							July 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6				1	2	3	4
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

	7 Monday	8 Tuesday	9 Wednesday	10 Thursday	11 Friday
					declined - SpAds 10
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					Reading
10 ⁰⁰					
		Discussion on the way 212; SMITH, Adam 10		Oliver Letwin to discuss DCMS Cabinet Office Jeremy Hunt Private	Travel
11 ⁰⁰			Dan Timms		Colin and friends BIS
12 ⁰⁰	Keep clear	Helen MacNamara (695 212; SMITH, Adam	Bill Bush 212	NEW TIME - Spending r 212; SMITH, Adam 10 Call with Danny Quick cha 13; STEPH	
13 ⁰⁰		Reading	Reading		Meeting with BIS SpAd 8th floor, BIS Travel
14 ⁰⁰	Rohan Silva 212 10			Reading	
		Weekly Finance mtg. SoS rm, DCMS Jeremy Hunt Private			Handling of announcen G02; MARTIN LINDA
15 ⁰⁰			Prep for Oliver Letwin r SoS office; Jeremy Hunt f		
	Free Swimming - Hugh SoS office; Jeremy Hunt f	collect Pass	QT Prep - standard brie SoS Jeremy Hunt Private		
16 ⁰⁰	School Olympics meetir SofS office; Jeremy Hunt	Baroness Rawlings House of Lords 10	QT prep - Olive Dowden joining for political briefing SoS Jeremy Hunt Private		Matt Rogerson and Pau 212
17 ⁰⁰					
	Pre-brief ahead of tom SoS office; Jeremy Hunt f				
18 ⁰⁰				Conservative Party Cricket Match vs Treasury	

14 June 2010 - 18 June 2010

June 2010							July 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
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14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

	14 Monday	15 Tuesday	16 Wednesday	17 Thursday	18 Friday
				JH in South Africa →	
07⁰⁰					
08⁰⁰					
09⁰⁰				Discussion with Jon Zef Phone discussion; VAIZEY	SPADs meeting in No 10
10⁰⁰		Tim Chatwin No.10		MfSO - Meeting with of DCMS MINISTER FOR SPORT	
11⁰⁰			Reading		
12⁰⁰		Weekly Finance mtg. SoS rm, DCMS Jeremy Hunt Private		LOUIS MOSLEY - Office call with JH and OL	Andrew Scadding
13⁰⁰	Reading	Reading	Mtg with Archie Norma SofS Office, DCMS; Jer	Reading	Lunch with Nick Bunting National Portrait Gallery restaurant
14⁰⁰		Nicholas Kroll of BBC cr 212		Discussion with Mick El Phone discussion via Quick catch up Perm Se Special Advisor's Office; S	
15⁰⁰		travel		1:1 Adam Rm 217, D	
16⁰⁰		Oral PQ Prep Committee Room 6 - in House Jeremy Hunt Private	Catch up with Adam DCMS; MINISTER FOR SF	Mtg Spenc Rm 217, DC	
17⁰⁰					
18⁰⁰				Perm Sec r Room 13 STEPHENS	Reading
			Courtauld Gallery open Somerset House, Stran	Emma Kenny	

21 June 2010 - 25 June 2010

June 2010							July 2010						
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14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

	21 Monday	22 Tuesday	23 Wednesday	24 Thursday	25 Friday
	Orals - TBC @	Budget			
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰		discussion of SpAd pay: 212; SMITH, Adam			
10 ⁰⁰					
11 ⁰⁰			MfSO- Meeting with BOA, Sport England DCMS MINISTER FOR SPORT AN		
12 ⁰⁰		Finance meeting with E SoS; Jeremy Hunt Private		meeting with SpAds an 212; WELLS DEIRDRE	India trip briefing upda 212; SMITH, Adam @
					NAO chat
13 ⁰⁰		Budget statement and response - in Chamber		Adam catch-up Anna P; 212; SMITH, Adam	Olympic Security STEPHENS JONATHAN
			NEW TIME - BFI and a 212; SMITH, Adam	HANDLING PUBLICATION OF THE ROOM 43 FOX JANE	
14 ⁰⁰	Oral PQ P SoS Office	Chat with I 212; SMITH		Debrief from yesterday 13; STEPHENS JONATHA	Ollie PCH
15 ⁰⁰	Oral PQs HoC	NLPU chat w/Adam anc 212; SMITH, Adam		Broadband Department for Culture Media and Sport, 2-4 Andrew Heaney	Simon Trowler - Infrastructure sharing - discussion paper for BIS @
	Quick chat with Sarah 212; SMITH, Adam	weekly finance meeting SoS BEEBY, Sue	Stakeholder event BEEBY, Sue		
16 ⁰⁰					
		NEW LATER TIME - Me 212; SMITH, Adam			Emma Kenny
17 ⁰⁰	Fred				
18 ⁰⁰					

28 June 2010 - 02 July 2010

June 2010							July 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
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14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

	28 Monday	29 Tuesday	30 Wednesday	1 Thursday	2 Friday
			Cancelled - Antho @	to rearrange - Hillar to rearrange - Cot @	keep free to re-arrange - Ch @
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Adam Smith re Sports	Finance discussion - ACE and MLA 216 VAIZEY; Ed	Finance Meeting SoS office Jeremy Hunt Private	Mark Thompson SoS office Jeremy Hunt Private	
10 ⁰⁰	Mtg on Royal Parks; Sp			Weekly Finance mtg. SoS rm, DCMS Jeremy Hunt Private	
11 ⁰⁰	Digital Radio Action Pla DCMS 216 VAIZEY, Ed		Jeremy Hunt - DCMS Surgery for MPs Room U, Portcullis House Jeremy Hunt Private		
12 ⁰⁰		Kate Bellamy and Suzie @			
13 ⁰⁰			SRP/Comms; 45; MacN,		
14 ⁰⁰			DCMS SRP Implementation 2nd Floor Meeting Room Emma Kenny @	Phoncal with Tim o'Su @	
15 ⁰⁰	SR finance discussion re DCMS 216 VAIZEY, Ed	Anthony Browne Phon @ Mtg Simon Judge on S Rm 217, DCMS PENROSEJ-PRIVATE	FW: Simon Thurley + B Rm 217, DCMS PENROSEJ-PRIVATE	TBC - David Farris from	
16 ⁰⁰				Nick Clegg 70 Whitehall (room 116) Jeremy Hunt Private	
17 ⁰⁰	Strategy and reform plan HMT - Helen will come @	Rebecca Williams from @ Hillsborough catch-up		Don Foster briefing PCH	
18 ⁰⁰	James Murdoch SoS office Jeremy Hunt Private		Conference call re Aud		
		Simon Judge/Adam Sm			

**05 July 2010 -
09 July 2010**

July 2010

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August 2010

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	Holiday 5th - 9th tbc				
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18 ⁰⁰					

**12 July 2010 -
16 July 2010**

July 2010							August 2010						
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12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
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	12 Monday	13 Tuesday	14 Wednesday	15 Thursday	16 Friday
			Cancelled - Euan, sc MLA Parliamentary @		cancelled - SpAds @
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					Neil MacGregor, Dr Justin Morris and Katie Childs meeting Director's Entrance, Bri @
10 ⁰⁰		Dormant betting accou	Meeting with SPAD re F	Richard Mollet coffee; 2 @	
11 ⁰⁰	Q&A with Ministers GCR 1&2, Cockspur Street STEPHENS JONATHAN		MFSO - Meeting DCMS MINISTE @	Vince Cable / 21A Upper Jeremy Hur	PM visit / Q + A BEEBY, Sue @
12 ⁰⁰		Lunch with Ciaran O'Brien of Ladbrookes Roux, Parliament Square	OPQs to Rob Wilson		John McVay coffee; 212 @
13 ⁰⁰	12.30: Intro meeting Ja DCMS James McGrory			Jeremy Dear from NUJ @	announcement on Scho @
	Reading time		Neil Berkett (Virgin Me		Lunch with Sue and JH National Gallery SMITH, Adam
14 ⁰⁰		Dan Timms and Adam		Paul Kirkman and Adan @	
15 ⁰⁰		Reading time SR bid; SoS	Polly Mckenzie - get to know each other	Reading time	
		India visit;	No.10		
16 ⁰⁰			call with Neil McGregor		Catch up Adam/Jonath
17 ⁰⁰	Manira from the Mayo	Brief discussion on lot			Reading time
	call with Euan from th	Catach up with Adam S			BBC Proms Pre-receptic
18 ⁰⁰			Reading time		
				19:30 - 21:00 All My Sons(Apollo Theatre)	20:00 - 22:30 BBC Proms

19 July 2010 - 23 July 2010

July 2010							August 2010						
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12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30	31					

	19 Monday	20 Tuesday	21 Wednesday	22 Thursday	23 Friday
		Civil Service Sports		Cancelled - Fred; @	cancelled - Local TV
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰			Patricia Rawlings	Tourism Meeting - intel SoS office Jeremy Hunt Private	
				India Reading	
10 ⁰⁰	Copy: Comms Monday G02; MARTIN LINDA	Updated Ir SoS office jeremype @	Quick Indi Hugh R's c	Simon Thurley from En 212	Copy: Special Advisors Room 13; STEPHENS JOI
	Copy: Dawn Airey SoS office Jeremy Hunt Private		Adam/Dan - RTS brains SoS office Jeremy Hunt Private		
11 ⁰⁰					chat with Sohll and Ac 212; SMITH, Adam
	FA Board letter chat wit 212; SMITH, Adam @			travel	
12 ⁰⁰	FW: Museums Status Room 15; MALEY PAUL	School Olympic Chat SoS office; Jeremy Hunt f	Call Anthony Brown re:	Mark and Kate Bellemey of V&A V&A @	
	Mark Oliver 212 @	Tim Clement Jones/Jan SoS office; Jeremy Hunt f		travel	
13 ⁰⁰	Mtg to discuss 10 Aug Rm 217, DCMS; PENRO:	Copy: Weekly arts funding manifesto SofS Rm, DCMS Jeremy Hunt Private			David Hawkins and Jon 212 @
					NEW TIM - Spending re 212; SMITH, Adam @
14 ⁰⁰				Call with Mark Wood @	
		Weekly Catch up with J DCMS 216; VAIZEY, Ed		Oral Questions pre-work	
15 ⁰⁰	Veronica Wadley coffee 212 @		Tim osullivan of BT coff 212 @		15.00: Weekly meeting DCMS; James McGrory
	Special Advisors and Di 13 STEPHENS JONATHAN	Emma and Jo to brief S Spads office; WOOLNER		OPQ prep Parly office, (W2 booked Jeremy Hunt Private	
16 ⁰⁰				Liz Truss/ Norfolk MPs Room S; Jeremy Hunt Pri	Nigel Warner of ITV 212 @
			David Davies PCH 451 @	Copy: Prep with Sue/Linda - re Marr Room S (PCH)	
17 ⁰⁰			Prep for 1922 Committ Parly office; Jeremy Hunt	Jeremy Hunt Private	
			call Euan - scot office :		
18 ⁰⁰					
		19:00 - 19:30 India reception - hosted by Cha			
		19:30 - 20:30 Channel 4 Paralympic Games Recept			

26 July 2010 - 30 July 2010

July 2010							August 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
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26	27	28	29	30	31		23	24	25	26	27	28	29
							30	31					

	26 Monday	27 Tuesday	28 Wednesday	29 Thursday	30 Friday
	Cancelled - Jerem @ DCMS Orals	A team premiere; @		Cancelled - SpAd @	
07 ⁰⁰		Travel from 45B Balferr @			
08 ⁰⁰		Flight (dep 07.45 from Heathrow, arrive Bangalore at 23.40)			
09 ⁰⁰					
10 ⁰⁰					Sarah Stone
11 ⁰⁰					
12 ⁰⁰					
13 ⁰⁰					
14 ⁰⁰					
15 ⁰⁰	DCMS Oral PQs @				
16 ⁰⁰	India Meeting - run thr				
17 ⁰⁰	Olympics Meeting Grimond Room, PCH Jeremy Hunt Private				
18 ⁰⁰					

02 August 2010 - 06 August 2010

August 2010							September 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
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9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

	2 Monday	3 Tuesday	4 Wednesday	5 Thursday	6 Friday
					TBC - collect Bis P @
07 ⁰⁰					
08 ⁰⁰			Breakfast at Royal Hors SW1A 2EJ		
09 ⁰⁰				Brigid Simmonds - Briti 212 @	
10 ⁰⁰			Conversation with Adar SPADs office; BOLT PAUL		Emma Kenny/Adam Sm meet DCMS; SMITH, Ada
11 ⁰⁰					
12 ⁰⁰					
13 ⁰⁰				Lunch with Jeremy Mayhew Reform	
14 ⁰⁰					
15 ⁰⁰		Alex Towers of BBC 212 @			
16 ⁰⁰					
17 ⁰⁰			Chat with Jon and And Sofs' Office; Jeremy Hur	call Jon Zeff	
18 ⁰⁰					
			19:30 - 21:00 Dinner with Lord Howard		19:00 - 21:00 After the Dance at the National

09 August 2010 - 13 August 2010

August 2010							September 2010							
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	
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16	17	18	19	20	21	22	20	21	22	23	24	25	26	
23	24	25	26	27	28	29	27	28	29	30				
30	31													

	9 Monday	10 Tuesday	11 Wednesday	12 Thursday	13 Friday
			to rearrange - Fre ☺		
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰				John Tate Villandry Restaurant, 170 Great Portland Street ☺	
10 ⁰⁰		Mtg on Horserace betti DCMS; PENROSEJ-PRIVA			
11 ⁰⁰	Sally Wrampling - Arts 212 ☺		Matthew Vaughan call he will call		Mark Davies and co on Legacy HR's office ☺
12 ⁰⁰					
13 ⁰⁰			Tim Chatwin	Ben Andersen-Tuffnell National Portrait Gallery	
14 ⁰⁰					
15 ⁰⁰					
16 ⁰⁰	Alan Bradford (Valuat DCMS 216; VALZEY, Ec ☺)				
17 ⁰⁰	Robert Sullivan catch-u 212 ☺				
18 ⁰⁰		Cricket Match			
				19:00 - 20:30 Drinks	

16 August 2010 - 20 August 2010

August 2010							September 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

	16 Monday	17 Tuesday	18 Wednesday	19 Thursday	20 Friday
				Will A/L	
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰				working from home	A/L
10 ⁰⁰					
11 ⁰⁰			Philanthropy discussior 212; SMITH, Adam @		
12 ⁰⁰					
13 ⁰⁰					
14 ⁰⁰					
15 ⁰⁰	Superfast broadband financing Room 44 SMITH KEITH		Meeting with No.10 on Olympics Secretary of States Office SMITH, Adam @		
16 ⁰⁰					
17 ⁰⁰					
18 ⁰⁰		IRB Women's World Cup 2010 reception London's Living Room, City Hall, 110 The Queens Walk, London SMITH, Adam			

23 August 2010 - 27 August 2010

August 2010							September 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

	23 Monday	24 Tuesday	25 Wednesday	26 Thursday	27 Friday
	Will A/L	Will A/L	Will A/L	Will A/L	Will A/L
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰				Catch up with Adam, Sue and Rita SoS office Jeremy Hunt Private	England vs Pakistan at Lords, Friday 27th August Lords
10 ⁰⁰		Steven Atkinson Chief t 212			
	Chris Wollard and Ada 212				
11 ⁰⁰			Euan Roddin calling	Nicky Hughes of LOCO Trafalgar Hotel	
12 ⁰⁰		Don Foster		Alan Davey Jeremy Hur	Emma Ken 212; SMI
13 ⁰⁰			Will Tanner Lunch j sheekey		
	Olympics Meeting				
14 ⁰⁰				Martin Lejeaune 212	
15 ⁰⁰					
16 ⁰⁰			Sarah Stone No 10 meeting BEEBY, Sue	Richard and Liz	
17 ⁰⁰					
18 ⁰⁰		Nic Kroll meeting ahead 212			

30 August 2010 - 03 September 2010

August 2010							September 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

	30 Monday	31 Tuesday	1 Wednesday	2 Thursday	3 Friday
		Will A/L		A/L	
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Bank Holiday	Weekly Arts Manifesto Meeting SofS' Rm, DCMS Jeremy Hunt Private			Robert Sullivan, Bill Bush, Gavin M Inn the Park
10 ⁰⁰					Special Advisers Meeting 125 at the Cabinet Office SMITH, Adam @
11 ⁰⁰		Sarah Stone Number 10 DCMS; BEEBY, Sue	Rob Sullivan BDUK 212		Craig Leviton Trafalgar
12 ⁰⁰		SR - match funding Spad's office; PATEL RITA			
13 ⁰⁰					Adam Minns Cinnamon Club
14 ⁰⁰					
15 ⁰⁰			Michael Kuhn		Perm sec interviews in our office SMITH, Adam
16 ⁰⁰		Olympic Meeting SoS office Jeremy Hunt Private			Spending I Hugh Ro @ Screen Eas Hugh Robe @
17 ⁰⁰					
18 ⁰⁰					

06 September 2010 - 10 September 2010

September 2010							October 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30				25	26	27	28	29	30	31

	6 Monday	7 Tuesday	8 Wednesday	9 Thursday	10 Friday
	House Sitting To 16 Sep ▶				
	not going - Local @				
07 00					
08 00	honor				
09 00				Steve Hilton / Rohan Si SoS office Jeremy Hunt Private	Fred Michel
10 00		Meeting with Sacha re (Daily Politics Prep SoS office Jeremy Hunt Private		
	Hugh Robertson - CST				
11 00			Reading time		Spending Review meeting SoS office Jeremy Hunt Private
	Mtg On Heritage Spenc rm 217, DCMS				
12 00	PENROSEJ-PRIVATE			Adam out of office	
	John Penrose - CST Pre				Updated: @
13 00					
					Michael Lyons Prep; So
14 00					
15 00					
	Mike Weat	Perm sec interviews in our SMITH, / @	Select Committee SoS office Jeremy Hur	CST Prep DCMS	
16 00	John Steve		Family Holiday Associatio MPs' Reception House of Commons Stranger @		Business case discussio
	North Yorkshire MPs -				
17 00	Andrew Bingham MP -				
18 00			Room 19, Upper Ministerial Corridor Treasury - Minister's room Jeremy Hunt Private		

13 September 2010 - 17 September 2010

September 2010							October 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30				25	26	27	28	29	30	31

	13 Monday	14 Tuesday	15 Wednesday	16 Thursday	17 Friday
	From 6 Sep House Sitting				to rearrange - Sarah
	To be rearranged - C	Lord Young report c			
07 ⁰⁰					
08 ⁰⁰					
	Comms Mtg; SoS office	Prep session for Select Committee			
09 ⁰⁰	Select Committee Prep;	SoS office Jeremy Hunt Private		Ministerial Manifesto Meeting GCR 1	S4C and Martha
	Preparations for SoS finance meeting with SpAds 212 SMITH, Adam		Film Round Table (AL) GCR1 - Location changed as GCR1 now available VAIZEY, Ed		Will Lambe - British Hc
11 ⁰⁰		JH - Select Committee (also quiz on Structural Reform Plan) The Grimond Room, HoC Jeremy Hunt Private	Discussion on capital in	Copy: Weekly Tourism Meeting SoS office Jeremy Hunt Private	Call with Rachel Clarke
12 ⁰⁰				Finance Meeting SoS office Jeremy Hunt Private	
13 ⁰⁰			Chat with Craig from El		
14 ⁰⁰			Chat on fi	Announcement of pilot	Special Advisors and Di 33 STEPHENS JONATHAN
			Ticketing		
15 ⁰⁰			EARLIER TIME - Meeting		reading time
			travel		
16 ⁰⁰			Meeting with SPADs; F		for info - Jonathan final interviews 212 SMITH, Ad
		School Olympics Updat	travel		
17 ⁰⁰	Copy: Nick Shott SoS office Jeremy Hunt Private		Lloyd Grossman chat; (Nigel Warner Chat re: J
18 ⁰⁰		Meeting with SoS / Ed			
	19:30 - 20:30 Select Committee Prep (SoS offi	19:00 - 19:30 Canapes(The Century The			
		19:30 - 21:00 Screening of Wall Street: Money Never			

20 September 2010 - 24 September 2010

September 2010							October 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30				25	26	27	28	29	30	31

	20 Monday	21 Tuesday	22 Wednesday	23 Thursday	24 Friday
	Will away		Cancel - Lunch with @		
07 ⁰⁰					
	HMT NAO				
08 ⁰⁰					
09 ⁰⁰					
10 ⁰⁰					Special Advisors and D Rm 13 STEPHENS JONATHAN @
11 ⁰⁰					
12 ⁰⁰			Call leaders in football @		
13 ⁰⁰					
14 ⁰⁰			Michael Gove Bilateral DfE; @		
15 ⁰⁰	Prep for Michael Gove I SoS office; Jeremy Hunt F				
					ALB Meeting 13; STEPHENS JONATHAN
16 ⁰⁰		DC note and Nicholas Ridley Prep SoS office Jeremy Hunt Private	Chandru chat 212; SMITH, Adam Viv Smiley and Bruce PI 212 @	Richard Hazlewood - W 212 @	
17 ⁰⁰	Ad Council meeting Small Dining room; No @		Mtg with Lord Terry Bu Room 216; DCMS VAIZEY, Ed @		
18 ⁰⁰	SpAd Catch up SoS office; Jeremy Hunt F				
		19:00 - 20:00 Mark Davies drink			

27 September 2010 - 01 October 2010

September 2010							October 2010							
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	
			1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10	
13	14	15	16	17	18	19	11	12	13	14	15	16	17	
20	21	22	23	24	25	26	18	19	20	21	22	23	24	
27	28	29	30				25	26	27	28	29	30	31	

	27 Monday	28 Tuesday	29 Wednesday	30 Thursday	1 Friday
		JH RTS speech	Will away having st		
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰		RTS Conference - arrive at 8.45am Barbican Centre, Silk Stre			
10 ⁰⁰			pre-conference planning meeting for CCHQ SMITH, Adam @		Oliver Hagzel head com
11 ⁰⁰					
12 ⁰⁰		Conference Speech Prep SoS office Jeremy Hunt Private	Updated: Meeting with Adam Smith (DCMS) Pillared Room; No.10 Tim Chatwin @		
13 ⁰⁰		MfSO - Sport Legacy meeting with BOA, DCMS MINISTER FOR SPORT @	CST Prep SoS office		Updated Invitation: AQ Prep @ Fri 1 Oct 13:00 - 17:00 (SMITH, Adam)
14 ⁰⁰	Discussion on options f 212; SMITH, Adam @			Copy: AQ Prep SoS office Jeremy Hunt Private	
15 ⁰⁰			Copy: Weekly Schools Olympics manifesto SoS rm, DCMS HUNT, Jeremy		Special Ac Rm 35 STEPHEN @
16 ⁰⁰					
17 ⁰⁰		Mtg to discuss Transfer of UKFC Room 216, DCMS VAIZEY, Ed	AQ Prep with Olive Dowden SoS office Jeremy Hunt Private		
18 ⁰⁰		Nicholas R St Stephen:			
		19:00 - 21:00 Gaugan private viewing(Tate Mod			

04 October 2010 - 08 October 2010

October 2010							November 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

	4 Monday	5 Tuesday	6 Wednesday	7 Thursday	8 Friday
	From 3 Oct conference 3rd - 6th		Will annual leave		
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Respublica Breakfast The ResPublica Marquee,	JH with Tele and Hyatt Rege	Michael Grade / Ivan Di Hyatt Regency; Jeremy H		
10 ⁰⁰	JH with IOS and Sue; H	JH Reform Fringe Event Jurys Inn, Room 112, 245	JH Platform Speech		No 10 Spad
11 ⁰⁰	Justin King with JH Meet Alex Bigg in Hyatt F	JH fringe prep			
	Osborne speech				
12 ⁰⁰			JH andrew feldman buf		Updated: Meeting on S AC office, No 10; Andy C
	JH 2012 Fringe Hall 5, ICC	JH Chinese Embassy Fringe Hall 8b, ICC		Finance chat; SoS office;	
13 ⁰⁰				Weekly Tourism Meetir SoS	
				Schools Olympics Meeting	
14 ⁰⁰	JH fringe prep		PM speech		Special Advisors and Di Rm 45; STEPHENS JONA
15 ⁰⁰	JH with ITV and Sue; H	JH speech prep		Rohan No.10	Blatter visit discussion
	JH with MOS and Sue; f				
16 ⁰⁰					
	JH with Mary Ann Siegl	JH sunday express and			
17 ⁰⁰					
	Rebecca with JH Hyatt	JH FT and Sue			
18 ⁰⁰	Quiz	JH Martha Kearney and			
	JH at Donc	JH speech rehearsal			
	19:00 - 20:00 Conservativ	19:30 - 21:30 Ladbrokes d			
	20:00 - 22:00 private dinn	19:30 - 21:00 NCif recepti			
	21:00 - 00:00 The Spectat	21:30 - 22:30 Policy Excha			
	22:30 - 00:00 Sky News R	22:30 - 00:00 News corp r			

11 October 2010 - 15 October 2010

October 2010							November 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

	11 Monday	12 Tuesday	13 Wednesday	14 Thursday	15 Friday
			Call with Elena SpAc cancelled - Antho	Cancelled - cash4	
07 00					
08 00					Conference call with of
09 00			Copy: MPs mtg. SoS rm, DCMS Jeremy Hunt Private	Copy: Tourism Manifesto Meeting SoS office Jeremy Hunt Private Next Steps SR; 13; STEPI	
10 00		Sepp Blatter/No10 Mee	FW: SR discussion - agi	SpAd Catch-up; SoS DEA/Clegg Briefing; So:	Special Advisers Meeting Treasury, 1 Horseguards
11 00		Business plan/amendm	SR Update; SofS Office; :		Conference call with BBC Room 45 Please note room change McGIBBON DONNA
12 00		Mtg Anthony Brown - C			Chat with No.10's Han Update on BBC; 13; STEI
13 00				Finance meeting SoS office Jeremy Hunt Private	Special Advisors and Di Rm 13 STEPHENS JONATHAN
14 00	quick chat with SpAds				
15 00		Catch up with Simon Ju SoS office Jeremy Hunt Private	BBC prep; Rm 17 upper Mark Thompson/John 1	Copy: Mtg with Liz For Bay 862, BIS VAIZEY, Ed	
16 00			Spending Review Meeti W3 (off Westminster Hall Jeremy Hunt Private	Updated: SPADs DfE/D	
17 00	Copy: Cheryl Gillan (S4) Welsh MPs - Guto Bebb Room N Jeremy Hunt Private	Talk to HI Jason Mcc		Ministerial Meeting - Spending Review/Comms Room P Jeremy Hunt Private	
18 00					

18 October 2010 - 22 October 2010

October 2010							November 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

	18 Monday	19 Tuesday	20 Wednesday	21 Thursday	22 Friday
	ECB Parliamentar @	Cancelled - Arsen: @	spending review ani	Inaugural Margar @ rearrange- Rob W @	Sitting Friday
07 ⁰⁰					
08 ⁰⁰	Oral Questions				
09 ⁰⁰				Pre Brief for Sos Film P Film policy chat SoS office Jeremy Hunt Private	
10 ⁰⁰					Special Advisers meeting No.10 SMITH, Adam
11 ⁰⁰	ACE - Alan Davey/Liz Forgan SoS Jeremy Hunt Private				
12 ⁰⁰	Michael Lyons; Room S; Mark Thompson; SoS of	Schools Olympics Meet SoS office Jeremy Hunt Private			
13 ⁰⁰			CSR		Nigel Warner - ITV ; DC @
14 ⁰⁰					Special Advisers and Di Rm 13. STEPHENS JONATHAN @
15 ⁰⁰				Celebration of Success: Spending Basement STEPHENS JONATHAN	Jane Cooper goodbye drinks Room 218 COOPER JANE
16 ⁰⁰			Sign off BBC agreemen Ministerial Room 17 (JH) Jeremy Hunt Private		
17 ⁰⁰		MPs Meeting Committee Room 21 (Up) Jeremy Hunt Private			
18 ⁰⁰	Cheryl Gillan re S4C Room C (1 Parliament St) Jeremy Hunt Private			Oral PQ Prep SoS office Jeremy Hunt Private	
	BBC chat; Room S; Jeren Ministerial Meeting / C				

25 October 2010 - 29 October 2010

October 2010							November 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

	25 Monday	26 Tuesday	27 Wednesday	28 Thursday	29 Friday
	Cancelled - John 1 @		Lunch with Mitch @	reschedule - Patri @	Will Annual Leave
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					
	Liz Forgan phonecall re Jeremy Hunt Private	Mtg with Tim Cagney & Room 216, DCMS VAIZEY, Ed		Removal of software	
10 ⁰⁰	OPQ prep		MfSO - Meeting with L DCMS MINISTER FOR SPORT @		SpAds meeting - speak to Tim re:Film London No.10
11 ⁰⁰		David Jones re. S4C (C) DCMS 216; VAIZEY, Ed	Discussion on digital ra 212; SMITH, Adam	Ian Twinn and Bob Wor 212 @	
		Chat on China with Keit 212; SMITH, Adam			discussion with Adam a 212; SMITH, Adam
12 ⁰⁰	OPQ Prep		SR Lessons Learned KIRKMAN PAUL		
13 ⁰⁰			FW: Lunch: Adam Smith & Phil Jenner Portrait Restaurant, St. Martins Place, London, WC2H OHE		
14 ⁰⁰	DCMS Oral PQs			Updated: DCMS Business Plan No10 - First Floor Meetin Emma Kenny	
15 ⁰⁰			Rob Woodward, Chief E 212 @		Philanthropy room 15 ABEL BARBARA
		David Hawkins - arts an 212 @			
16 ⁰⁰		Fred 212			
17 ⁰⁰					
18 ⁰⁰					

01 November 2010 - 05 November 2010

November 2010							December 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7			1	2	3	4	5
8	9	10	11	12	13	14	6	7	8	9	10	11	12
15	16	17	18	19	20	21	13	14	15	16	17	18	19
22	23	24	25	26	27	28	20	21	22	23	24	25	26
29	30						27	28	29	30	31		

	1 Monday	2 Tuesday	3 Wednesday	4 Thursday	5 Friday
		cancelled - ABTA: @			A/L MTV music award o
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	FW: Political Pre-Brief fc	Reading time		Jeremy Meyhew - Pho @	Annual Leave
10 ⁰⁰	Copy: Weekly SoS rm, DC Jeremy Hur Updated: BIS: Baront Wilcox MP				
11 ⁰⁰	Copy: Weekly Olympics Meeting SoS office Jeremy Hunt Private	Rearranged meeting on	WATO prep SoS office in Jeremy Hunt Private		
12 ⁰⁰	call with Baroness Raw	Call with Steve Graing @ Call with Eleanor HMT @	School Olympics catch i		
13 ⁰⁰	Lunch with Nick Toon Cinnamon club	Copy: Nick Shott SoS office; Jeremy Hunt f			
14 ⁰⁰			NEW EVEN LATER TIME		
15 ⁰⁰	FW: Pippa Harris (Sam I DCMS Jeremy Hunt Private Film Catch-up with Ed	Greg Dyke; DCMS; Jere Catch-up with Keith an	James Purnell - film SoS office Jeremy Hunt Private	Call with Elena (DFE Sp	
16 ⁰⁰			arts manifesto SoS room	Weekly Tourism Meeting SoS Phoncall	
17 ⁰⁰		Meeting with Andrew I @ Derbyshire Prep; SoS of	Speech catch-up; SoS of	Schools Olympics SoS office Jeremy Hur	
18 ⁰⁰	Drink with Anthony Brc @	Mtg Adam on Tourism	Channel 4 - Terry Burns	Leaving Tea for Helen SoS office Jeremy Hunt Private	
		19:00 - 21:00 Dinner with S Sports(Osteria Dell'Ang		19:00 - 19:30 Think Tank of the Year - SoS speakin	

08 November 2010 - 12 November 2010

November 2010							December 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7			1	2	3	4	5
8	9	10	11	12	13	14	6	7	8	9	10	11	12
15	16	17	18	19	20	21	13	14	15	16	17	18	19
22	23	24	25	26	27	28	20	21	22	23	24	25	26
29	30						27	28	29	30	31		

	8 Monday	9 Tuesday	10 Wednesday	11 Thursday	12 Friday
	annual leave	EV committee appe:		to rearrange - Pat @	Cancelled - Lunch @ Sitting Friday
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Annual Leave	Copy: Weekly arts funding manifesto SofS Rm, DCMS Jeremy Hunt Private	Copy: MPs mtg.; SoS rm		Breakfast with FA Inn the Park
10 ⁰⁰		Staff sessi	Andy Coulson re Olymp No10 Jeremy Hunt Private		SpAds meeting MoD
11 ⁰⁰		Staff Session GCR1&2 STEPHENS	Meeting for UK plc/2012 (Steve No 10 Jeremy Hunt Private		
12 ⁰⁰					catch-up with Jon Zeff
13 ⁰⁰				Schools Olympics - App SoS office Jeremy Hunt Private	Chat with JP to discuss
14 ⁰⁰			Local TV/Broadband meeting Room B, 1 Parliament St Jeremy Hunt Private		
15 ⁰⁰		weekly olympics meeting	Erwin Seltzer and Olive 70 Whitehall Jeremy Hunt Private		
16 ⁰⁰			discussion on No.10 me		Special Advisors and Di Rm 13 STEPHENS JONATHAN @
17 ⁰⁰		Boris Johnson - abolic SoS office Jeremy Hunt Private	Alan/Sarah - to see Sp:		
18 ⁰⁰				CALL PETER HAIN	
			Manchester derby gam: @		

15 November 2010 - 19 November 2010

November 2010							December 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7			1	2	3	4	5
8	9	10	11	12	13	14	6	7	8	9	10	11	12
15	16	17	18	19	20	21	13	14	15	16	17	18	19
22	23	24	25	26	27	28	20	21	22	23	24	25	26
29	30						27	28	29	30	31		

	15 Monday	16 Tuesday	17 Wednesday	18 Thursday	19 Friday
		Cancelled - Alice, @			Sitting Friday
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Catch up with officials : SoS office; Jeremy Hunt Private	Copy: Weekly arts funding manifesto SoFS Rm, DCMS Jeremy Hunt Private			
10 ⁰⁰	Copy: Weekly local TV and broadband SoS rm, DCMS Jeremy Hunt Private		Weekly Tourism Meeting SoS office Jeremy Hunt Private	Schools Olympics meeting (internal) SoS office Jeremy Hunt Private	SpAd meeting No.10
11 ⁰⁰	Copy: Weekly Olympics Meeting SoS office Jeremy Hunt Private	John Walter Jones (S4C) SoS office Jeremy Hunt Private		call with Sian Jones	
12 ⁰⁰	Ben Furniva - Parliament 212 @	Keith, Dom and Adam 212; SMITH, Adam JH 1-2-1	Don Foster Room 378	Mark Oliver coffee 212 @	Minera call
13 ⁰⁰					Lunch with Sue and Will Palm court brasserie
14 ⁰⁰		Nik Hole coffee 212 @	FW: Vince Cable - tourism BIS, 1 Victoria Street Jeremy Hunt Private		
15 ⁰⁰		Michael Ashcroft		SpAd catch up SoS office Jeremy Hunt Private	
16 ⁰⁰	Chat re: Robert Sullivan 212; SMITH, Adam @	Lib Dem Committee meeting Committee Room 21 Jeremy Hunt Private	Richard Rumbelow - Ev 212 @	David Fares and Benjamin King 212 @	
17 ⁰⁰	Nick toon Schools Of G02 MARTIN LIT				
18 ⁰⁰	HR char		England v France (dinner 18.30, kick-off 20.00) Wembley @		

22 November 2010 - 26 November 2010

November 2010							December 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7			1	2	3	4	5
8	9	10	11	12	13	14	6	7	8	9	10	11	12
15	16	17	18	19	20	21	13	14	15	16	17	18	19
22	23	24	25	26	27	28	20	21	22	23	24	25	26
29	30						27	28	29	30	31		

	22 Monday	23 Tuesday	24 Wednesday	25 Thursday	26 Friday
	to be rearranged @		Cancelled - local T @	cancelled - Call with	
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Weekly Arts meeting (l SoS office Jeremy Hunt Private			Arts article	
	Comms Meeting SoS office Jeremy Hunt Private				
10 ⁰⁰					Special Advisers Meeting Department of Health
11 ⁰⁰		FW: School Sport Discu Rm 13; STEPHENS JONA	NEW TIME - Discussion 212; SMITH, Adam	[UNCLASSIFIED] 11:00 HM Treasury, 1 Horse Gu Shawcross, Eleanor @	
12 ⁰⁰				Steve Hilton / Rohan Si DCMS Jeremy Hunt Private	
13 ⁰⁰			Pre-meeting for HMT n 212		
	Nick Hurd/David Willet 70 Whitehall		NEW TIME - Simon Tow 212; SMITH, Adam @		
14 ⁰⁰	Weekly Olympic meeting DCMS Jeremy Hunt Private		School Sport discussion 13 STEPHENS JONATHAN	OPQ Prep Room N Jeremy Hunt Private	Special Advisors and Di Rm 13 STEPHENS JONATHAN @
15 ⁰⁰	Schools Olympics meeting (Colin, Sue, Jennie for first 45 mins - then Mike, Steve, DCMS Jeremy Hunt Private	Adam Smith (Day ligh 217; PENROSEJ-PRIVATI Ruth Mackenzie meetin 212		Trilateral School Sports Cabinet office Jeremy Hunt Private	
16 ⁰⁰					call with Anthony Brov us to ca
17 ⁰⁰					
	call with Treasury SpA us to cal				
18 ⁰⁰	Prince of Wales Medal for Arts Philanthropy ceremony St James Palace			DCMS film quiz basement SMITH, Adam	

29 November 2010 - 03 December 2010

November 2010							December 2010						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7			1	2	3	4	5
8	9	10	11	12	13	14	6	7	8	9	10	11	12
15	16	17	18	19	20	21	13	14	15	16	17	18	19
22	23	24	25	26	27	28	20	21	22	23	24	25	26
29	30						27	28	29	30	31		

	29 Monday	30 Tuesday	1 Wednesday	2 Thursday	3 Friday
		declined - BSAC ir @ declined - Private @		Richard Hazelwooc @	Cancelled - Meeti @ Sitting Friday
07 ⁰⁰					
08 ⁰⁰					Breakfast
09 ⁰⁰	Jeremy Darroch (BskyB) SoS office Jeremy Hunt Private			Don and David Hendon PCH	
10 ⁰⁰	OPQ prep		Pre brief for Select Ctte Portcullis House lobby VAIZEY, Ed		SpAds meeting No.10 @
11 ⁰⁰			Arts and Heritage Select Committee - EV HoC VAIZEY, Ed		School Sports Meeting; @
12 ⁰⁰			Mike Dixon - NMDC (Lizzie) 212 @		Nick Bunting coffee 212 @
13 ⁰⁰		TRP: Localism Bill ; 217		lunch with Will	
14 ⁰⁰	School sp				
15 ⁰⁰	Oral Questions			Bid announcement	
16 ⁰⁰		Family Holiday Association - Craig 212	Meeting with backben	Tina Stowell; 212 @	
17 ⁰⁰			Jeremy Mayhew Reform @		
18 ⁰⁰	Local TV/Broadband - please note SoS wants DCMS Jeremy Hunt Private Schools Olympics meeti @				

06 December 2010 - 10 December 2010

December 2010							January 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30
							31						

	6 Monday	7 Tuesday	8 Wednesday	9 Thursday	10 Friday
					to rearmage - Me @
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					
	Fred 212	School Sports chat w/ 212; SMITH, Adam	Hugh/Jeremy catch up SoS office Jeremy Hunt Private	Youview (Kip Meek) BBC Media Village Jeremy Hunt Private	
10 ⁰⁰		Copy: Francis Maude Bilateral (10-10.30 for 70 Whitehall Jeremy Hunt Private			
11 ⁰⁰			Making Money in the On Demand Media Age The Lincoln Centre, 18 Lincoln's Inn Fields @	Ministerial Group on Broadband Committee Room 16 VAIZEY, Ed	
	Dan Timms re Heritage SoS office; Jeremy Hunt f	Meeting between Baroness Rawlings and Lord Strathclyde Leader's office HoL @			
12 ⁰⁰	Weekly Olympics meeting SoS office Jeremy Hunt Private		Nick Shott DCMS Jeremy Hunt Private		
13 ⁰⁰	Oliver Letwin/Danny Al 70 Whitehall Jeremy Hunt Private	Lunch with Kip Meek Avenue: 7			
14 ⁰⁰	Arts Manifesto SoS				
15 ⁰⁰	Local TV/Broadband meeting SoS office Jeremy Hunt Private	Discussion on the ad co 212; SMITH, Adam @	call with f Us to call (Phoncall) SpAd catch up SoS office; Jeremy Hunt f	Ministers update on change Committee Room 20 STEPHENS JONATHAN	
16 ⁰⁰			IHG - Andy Cosslett / Le SoS office Jeremy Hunt Private		
17 ⁰⁰			Weekly Tourism Meetir SoS office Jeremy Hunt Private		
18 ⁰⁰					
			20:00 - 22:00 Nick Shott's dinner with local TV Revie		

13 December 2010 - 17 December 2010

December 2010							January 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4 5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30
							31						

	13 Monday	14 Tuesday	15 Wednesday	16 Thursday	17 Friday
					Private office Christ to rearrange - Gid @
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰				John Tate -BBC- David @	
10 ⁰⁰		Fred	Take Rob Wilson MP through Business Plan 212 SMITH, Adam	Football governance an	
11 ⁰⁰		Richard Hazelwood - W @		FW: Call Euan Roddin/A	
12 ⁰⁰		Matt Brittin (local TV) SoS office; Jeremy Hunt F			
	Call with Luke Coffey				
13 ⁰⁰					
			Nigel Warner Coffee meet DCMS and go out @		
14 ⁰⁰	Brainstorming for local SoS office Jeremy Hunt Private			Steve Hilton - marketin No10; Jeremy Hunt Priva	Phone call with Rachel @
15 ⁰⁰	Sport thoughts on paper			Caroline Spelman / Jere	
16 ⁰⁰		Steve Hilton Mtg prep;		Goodbye Sarah Jones..	
			Keith and Adam discuss @	Michael Gove chat - 15	
17 ⁰⁰		William Hague/Mark Tl			
18 ⁰⁰	Michael Ellis MP - Chair			Ed's Christmas Get Together Room 216, VAIZEY, Ed	Arts Manif SoS office Jeremy Hur
				19:30 - 21:30 Private Office Christmas Dinner(J	

20 December 2010 - 24 December 2010

December 2010							January 2011							
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	
			1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9	
13	14	15	16	17	18	19	10	11	12	13	14	15	16	
20	21	22	23	24	25	26	17	18	19	20	21	22	23	
27	28	29	30	31			24	25	26	27	28	29	30	
							31							

	20 Monday	21 Tuesday	22 Wednesday	23 Thursday	24 Friday
	Recess 21st December - 9th Jan; House rises 21st December and returns 10th Jan; SM: @ To 10 Jan 11 → Will A/L To 3 Jan 11 →				
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Comms Mtg; SoS office;				
10 ⁰⁰					
11 ⁰⁰	Copy: Levy Paper / Gambling SoS office Jeremy Hur Conferen		BIS Briefing on New Re SoS Office Jeremy Hunt Private		
12 ⁰⁰					
13 ⁰⁰	Lunch with SpAds National Gallery Cafe Jeremy Hunt Private				
14 ⁰⁰					
15 ⁰⁰	MPs Levy meeting GCR2 Jeremy Hunt Private				
16 ⁰⁰	Matthew Taylor call; the				
17 ⁰⁰		Olympic Stocktake SoS office Jeremy Hur		A Celebrator Drink with Anna Upstairs at the PAYNE A	
18 ⁰⁰	Olympic Park - Turning on the Lghts				
			20:00 - 20:30 Christmas Party(The Cuckoo Club, S		

27 December 2010 - 31 December 2010

December 2010							January 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5					1	2	
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30
							31						

	27 Monday	28 Tuesday	29 Wednesday	30 Thursday	31 Friday
	From 21 Dec Recess 21st December - 9th Jan; House rises 21st December and returns 10th Jan; SMITH, Adam @ To 10 Jan 11				
	From 21 Dec Will A/L To 3 Jan 11				
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Public Holiday	Public Holiday	privilege holidays		
10 ⁰⁰					
11 ⁰⁰					
12 ⁰⁰					
13 ⁰⁰					
14 ⁰⁰					
15 ⁰⁰					
16 ⁰⁰					
17 ⁰⁰					
18 ⁰⁰					

03 January 2011 - 07 January 2011

January 2011							February 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28						
31													

	3 Monday	4 Tuesday	5 Wednesday	6 Thursday	7 Friday
	From 21 Dec 10 Recess 21st December - 9th Jan; House rises 21st December and returns 10th Jan; SMITH, Adam @ To 10 Jan				
	Will A/L				
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Public Holiday				
10 ⁰⁰				Catch up	
11 ⁰⁰					
12 ⁰⁰					
13 ⁰⁰					
14 ⁰⁰					Catch-up with Adam Sn
15 ⁰⁰			MfSO - Meeting with J DCMS MINISTER FOR SPORT @		
16 ⁰⁰				Football Governance get together 212 SMITH, Adam @	
17 ⁰⁰				Adam Smith: Rm 13, S	
18 ⁰⁰					

10 January 2011 - 14 January 2011

January 2011							February 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28						
31													

	10 Monday	11 Tuesday	12 Wednesday	13 Thursday	14 Friday
	Recess 21st Dec	Meeting with James	Declined - Romeo		
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Ed Richards re Ofcom report (TBC)	Copy: Weekly arts funding manifesto SofS Rm, DCMS Jeremy Hunt Private		Copy: Weekly Tourism Meeting SoS office Jeremy Hunt Private	
10 ⁰⁰		catch-up with Shaun W 212	Alastair Bennett football foundation. 212	FW: Chat with Nick and Adam before Jeremy DCMS Nick Toon	Adam / Tim catch up DCMS; Tim Colbourne
11 ⁰⁰			Call Sian - SpAd at Dft	Copy: Coffee with SpAd Meet in the lobby; BEEB	
12 ⁰⁰				SpAd Catch up SoS	Comms Bill chat 212; SMITH, Adam
13 ⁰⁰	SpAds meeting No.10		Chat with EV's room Mtg on Do Atrium; P	Rachel Clarke call us to ring	Will Tanner lunch Cinnamon Club
14 ⁰⁰			mtg Don Foster on Ente Don's Office, Rm 378, 3rc PENROSEJ-PRIVATE	Richard Scudamore pre PCH; Jeremy Hunt Private	SpAds Met Room 13 STEPHEI
15 ⁰⁰	Comms meeting SoS office Jeremy Hunt Private			Tourism update (John) PCH; Jeremy Hunt Private	
16 ⁰⁰	Onward steps for footb 212; SMITH, Adam			Eleanor SI She will ca Copy: Rich Thatcher R Jeremy Hur	Coffee with SpAds - PO Meet in lobby of Cocksp
17 ⁰⁰			opqs prep		
18 ⁰⁰			Media Society - JH inte LSE New Academic Build Jeremy Hunt Private	Mtg re Listed Place of V Room M Jeremy Hunt Private	
				19:30 - 21:00 James Meller leaving do(Marquis	

17 January 2011 - 21 January 2011

January 2011							February 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28						
31													

	17 Monday	18 Tuesday	19 Wednesday	20 Thursday	21 Friday
		British Bankers As @		to reschedule - Fic @	Sitting Friday
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰		Copy: Weekly arts funding manifesto SoS Rm, DCMS Jeremy Hunt Private		OPQ prep - on call	
10 ⁰⁰		Do prep for JH's conservative creatives industries network speech.		Oral Questions	SpAds Meeting vtbc
11 ⁰⁰					
12 ⁰⁰	Copy: Godric Smith cat Jeremy Hunt Private			Mtg Prep - officials SoS office Jeremy Hunt Private	
13 ⁰⁰					
			New earlier time - Com 212; SMITH, Adam		
14 ⁰⁰	FW: Justine Greening r DCMS Jeremy Hunt Private	Sports Colleges Confer 212; SMITH, Adam			
		Weekly Tourism meetin SoS office Jeremy Hunt Private	Levy mtg Boothroyd Room (PCH) Jeremy Hunt Private	NewsCorp submission mtg DCMS Jeremy Hunt Private	SpAds Meeting Room 13 STEPHENS JONATHAI ↻
15 ⁰⁰		NewsCorp pre-brief SoS office Jeremy Hu	OPQ Prep Wilson Room (PCH) Jeremy Hunt Private		
		Net neutr: BIS: 859; V.			
16 ⁰⁰			OPQ prep SoS room in HoC (No room bookings Jeremy Hunt Private		
		No10 mtg briefing SoS office; Jeremy Hunt F			
17 ⁰⁰	Oral-Questions prep SoS office Jeremy Hunt Private				
			Floella Benjamin (agree Central Lobby; Jeremy H.		
18 ⁰⁰			Fortnightly note		
		British Bankers Associa Cholmondeley Room, I @		Conser Royal C	Conser Royal C
				19:00 - 20:00 Dinner	

24 January 2011 - 28 January 2011

January 2011							February 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28						
31													

	24 Monday	25 Tuesday	26 Wednesday	27 Thursday	28 Friday
07:00					
08:00					
09:00		Copy: Weekly arts funding manifesto SoFS Rm, DCMS Jeremy Hunt Private			Libraries
10:00			Tom Alexa SoS office Jeremy Hur	Weekly Tourism SoS office Jeremy I	SpAds meeting No.10
11:00			Thomas Muir - New CR 212	Copy: SpA SoS office;	
12:00	NewsCorp Submission mtg (internal) SoS office Jeremy Hunt Private			Ivan Lewis (quick tour / one-on-one chat) DCMS Jeremy Hunt Private	
13:00					Lunch with Lisa and Phil from ECB National Portrait Gallery
14:00				Demand Stimulation - c 212 - DCMS; SMITH, A	
15:00		Andrew Heaney - talk t 212	Coffee with Adam Smit SMITH, Godric	Quick chat on film tax 212; SMITH, Adam	
16:00	Libraries meeting (JH/E Committee Room 21 (Hc	Copy: Public Libraries and the Big Society Roundtable (CW) HoC, Room W1 off Westminster Hall VAIZEY, Ed			
17:00	Eric Schmidt No10 - Cabinet Room Jeremy Hunt Private			Meeting to discuss PCH Room VAIZEY,	
18:00	Jeremy Hunt, Eric Schm No10; Jeremy Hunt Priva			CSJ Special Advisers 1 Westm	Helen Burrows drinks Cafe des Amis (downstair
	19:30 - 22:00 NCIF casino dinner(Dining room D, Ho				

31 January 2011 - 04 February 2011

January 2011							February 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28						
31													

	31 Monday	1 Tuesday	2 Wednesday	3 Thursday	4 Friday
				Cancelled - Jonatl @ Cancelled - Media @	Sitting Friday
07 00					
08 00					
09 00		Copy: Weekly arts funding manifesto SofS Rm, DCMS Jeremy Hunt Private			
10 00		The Livingstone-Hope Skills Review of Video Games and Visual Effects Vue West End, 3 Cranbourn Street, Leicester Square, London, WC2H 7AL @	Conservati business CCHQ, 30 N VAIZEY, E @	Rob Wood @ Welsh MP: SoS office Jeremy Hur	No 10 spads meeting
11 00	Ofcom/OFT meeting Room 214		Roundtab - eprivacy **updated PCH Room VAIZEY, @	Weekly Tourism SoS office Jeremy I @ Short disc @	Copy: SpA SoS office Jeremy Hur Tourism Strategy
12 00					SpAds Meeting Room 13 STEPHENS JONATHAN @
13 00	Liam Fox call re Diamo				Lunch with Mark Gallagher - Page Field J Sheeky
14 00					
15 00			Mtg. with Portcullis F MINISTE @	SoS / Cultt	FW: Richard Horwood, Paul Ward, Laurie 43, DCMS LAKE DOMINIC
16 00		Olympic Group - Boris (Chris ALLison/Peter Pudding Mill Lane offices Jeremy Hunt Private			
17 00	Drinks with Naomi; SoS				
18 00			Laurence Robertson Fu		
	20:30 - 22:00 Dinner with Danny Alexander (Quirina		20:00 - 20:30 Drink with Nick King		19:30 - 22:30 Caroline Spelman - Patron's Dinne

07 February 2011 - 11 February 2011

February 2011							March 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6		1	2	3	4	5	6
7	8	9	10	11	12	13	7	8	9	10	11	12	13
14	15	16	17	18	19	20	14	15	16	17	18	19	20
21	22	23	24	25	26	27	21	22	23	24	25	26	27
28							28	29	30	31			

	7 Monday	8 Tuesday	9 Wednesday	10 Thursday	11 Friday
					Sitting Friday
07 00					
08 00					
09 00		MPs Meeting SoS			Emma Wild - CBI 212
10 00		Ed Vaizey DCMS, 216		BSkyB 13; STEPHENS JONATHA	Number 10
11 00		Nick and Adam Smith meeting DCMS Nick Toon	Nick Toon 212-will r	Weekly Tourism meeting SoS office Jeremy Hunt Private	
12 00	Nicky Roche 10min disc SoS office; Jeremy Hunt		Levy Ann 2nd floor;		
13 00		Meeting on Libraries SoS Office Jeremy Hunt Private		Philanthropy ideas disc SoS Office; Jeremy Hur	
14 00				Discussion SoS office; Coffee wit DCMS: 2	
15 00		Weekly Arts Manifesto Meeting SoS Office Jeremy Hunt Private		MEETING - Karl Jadgis Room 212; SMITH, Adam	SpAds Meeting Room 13 STEPHENS JONATHA
16 00	Parental Control Roundtable HoC Committee Room 5 VAIZEY, Ed		Neil Berkett (Virgin Me) DCMS Jeremy Hunt Private	Jonathan Luff No 10	Meeting with TIM SCOT Room 212; SMITH, Ad
17 00			CP SoS office Jeremy Hunt Private		Induction.. 2nd Floor S; drink and SoS office;
18 00					Catch up 45; STEPHENS JONATHA
		19:00 - 21:00 MFSO - Dinner with 5 Sport - GB			

14 February 2011 - 18 February 2011

February 2011							March 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6		1	2	3	4	5	6
7	8	9	10	11	12	13	7	8	9	10	11	12	13
14	15	16	17	18	19	20	14	15	16	17	18	19	20
21	22	23	24	25	26	27	21	22	23	24	25	26	27
28							28	29	30	31			

	14 Monday	15 Tuesday	16 Wednesday	17 Thursday	18 Friday
07 ⁰⁰					
08 ⁰⁰			right lost its voice		
	prep for wednesday	School games meeting SoS Office, DCMS Jeremy Hunt Private	Prevalence study		
09 ⁰⁰		Levy with JH/JP SoS Office; Jeremy Hunt	call simon cawte		
10 ⁰⁰	Prevalence Survey meeting GCR1, DCMS MCKENZIE JILL	Gidon and Roz from NE 212	Greg Clarke and Steve Hilton on the Big SoS Office Jeremy Hunt Private	Weekly Tourism SoS office Jeremy I	10 March TIMMS DA
11 ⁰⁰		MEETING. DCMS Indicators Room 212 SMITH, Adam	Weekly Arts Manifesto SoS Office Jeremy Hunt Private		
12 ⁰⁰	SLU Roundtable DCMS GCR 1; VAIZE	FW: Justine Greening - DCMS - SoS ; Jeremy H			
13 ⁰⁰		(cancelled) LUNCH with NIGEL WARNER (ITV) Brasserie Roux, 6 Wate	Pre- Cultural Olympiad SoS Office; Jeremy Hur	update Jon on SoS's pl Spads office ; ZEFF JON	
14 ⁰⁰			SpAds Catch-up SoS Office; Jeremy Hunt		SpADs Meeting Room 13
		Patricia H SoS Office - NEW VEN			
15 ⁰⁰					CANCELLED. Coffee - NIGEL WARNER @
16 ⁰⁰				FREAKONOMICS seminar 10 Downing Street (State Dining Room)	
17 ⁰⁰			MLA Renaissance and 216; VAIZEY, Ed		
	Meeting on News Corp - New Time SoS Office Jeremy Hunt Private				
18 ⁰⁰					
	19:30 - 21:30 Watercolour Reception(Tate Britain, Mi		19:00 - 20:00 Team 2000 (all donor groups) - Panel		

21 February 2011 - 25 February 2011

February 2011							March 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6		1	2	3	4	5	6
7	8	9	10	11	12	13	7	8	9	10	11	12	13
14	15	16	17	18	19	20	14	15	16	17	18	19	20
21	22	23	24	25	26	27	21	22	23	24	25	26	27
28							28	29	30	31			

	21 Monday	22 Tuesday	23 Wednesday	24 Thursday	25 Friday
		sue's birthday			to reschedule - Ht
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					
10 ⁰⁰			Craig Oliver introductio SoS office Jeremy Hunt Private	Updated: Meeting to di Small Dining room, No.11	
11 ⁰⁰			Meeting with Adam Crc SoS Office Jeremy Hunt Private	Weekly Tourism meeting SoS office Jeremy Hunt Private	
12 ⁰⁰	Nick Rust, MD of Ladbr Rm S, PCH PENROSEJ-PRIVATE		RightsHolders & Internet Service GCR1 Booked - Refreshrr VAIZEY, Ed	School Games Meeting SoS Office , DCMS Jeremy Hunt Private	Spads meeting No 10
13 ⁰⁰	Paul Roy and Nic Cowar Rm S, PCH PENROSEJ-PRIVATE				
14 ⁰⁰				Nigel Warner	Speeches SoS Office; OLDFIELD PA
15 ⁰⁰	Christian Salbaing (Dep SoS Office ; Jeremy Hu		MEETING with Adam SINGER & Fiona CLARKE-HACKSTON Room 212	Kris Murrin Call with En Phoncall - JH office to or	
16 ⁰⁰		Discussion on DEA and SoS Office, DCMS Jeremy Hunt Private	Oliver Letwin Discussio Cabinet Office - 70 White Jeremy Hunt Private		
17 ⁰⁰				Tim Colbourne	
18 ⁰⁰					

28 February 2011 - 04 March 2011

February 2011							March 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6		1	2	3	4	5	6
7	8	9	10	11	12	13	7	8	9	10	11	12	13
14	15	16	17	18	19	20	14	15	16	17	18	19	20
21	22	23	24	25	26	27	21	22	23	24	25	26	27
28							28	29	30	31			

	28 Monday	1 Tuesday	2 Wednesday	3 Thursday	4 Friday
				Adam A/L	
					Sitting Friday
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰		Copy: Weekly arts funding manifesto SofS Rm, DCMS Jeremy Hunt Private			
10 ⁰⁰					
	DAB mtg - Ed V and Ed				
11 ⁰⁰				Updated: Seminar with No 10 Stat Rohan S @	FW: Change for SoS and
12 ⁰⁰		FW: Dianne Thompson @		Mtg Betfa DCMS PENROSEJ	
	TRP Transfer Mtg - Co: rm 218 PENROSEJ-PRIVATE @		letter discussion with OFCOM/OFT SoS Office Jeremy Hunt Private		
13 ⁰⁰		MEETING. Daniella Goldman & Tim Watkins (Huawei) Room 212 @			
14 ⁰⁰				Oral Questions	
15 ⁰⁰					
16 ⁰⁰	Orals Prep SoS Office Jeremy Hunt Private	Neil Goulden, Gala Cor: Reception, PCH PENROSEJ-PRIVATE			
17 ⁰⁰		Coal Mining Museum			
			OPQ Prep (SB) - NOW I		
18 ⁰⁰					
	No 10 Drinks				

07 March 2011 - 11 March 2011

March 2011							April 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	

	7 Monday	8 Tuesday	9 Wednesday	10 Thursday	11 Friday
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰				Folder	
10 ⁰⁰		Broadband and Local TV weekly Meeting SoS Office - DCMS Jeremy Hunt Private	Weekly Tourism meeting - NEW time SoS Office, DCMS Jeremy Hunt Private		
11 ⁰⁰			HR business	Andrew Marr prep with Oliver Dowden SoS Office, DCMS Jeremy Hunt Private	
12 ⁰⁰				School Games Meeting SoS Office, DCMS Jeremy Hunt Private @	
13 ⁰⁰			Lord Howard Whites		
14 ⁰⁰					Catch up 2nd floor; MacNAMARA I
15 ⁰⁰			Departmental financial Jeremy's office HoC; Jere		
16 ⁰⁰		PCH		Ring Alex Towers	
17 ⁰⁰		Catch-up No 10 - 2n Michael @	William H Portcullis t		
18 ⁰⁰					
				19:00 - 20:30 APPG Racing Dinner	

14 March 2011 - 18 March 2011

March 2011							April 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	

	14 Monday	15 Tuesday	16 Wednesday	17 Thursday	18 Friday
					Sitting Friday
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰		Catch up with Alan Dav SoS Office Jeremy Hunt Private			pre meet on media poi 2nd floor ; PARKER WEN
10 ⁰⁰	HA (OPG) Prep - Please be on call SoS Office Jeremy Hunt Private	Don Foster DCMS 216; VAIZEY, Ec	Net Neutrality Seminar (JK) BIS Conferenc Centre VAIZEY, Ed	Call with David Fares Will call Will and be pu	Comms Act Briefing and Media Policy SoS Office Jeremy Hunt Private
11 ⁰⁰				daily politics	
12 ⁰⁰	Francis Maude	William Hill 212		Call to Mary Creagh M EV office to ca	
13 ⁰⁰	Local TV and Broadband Meeting - slightly Earlier SoS Office, DCMS Jeremy Hunt Private	Museum re 2nd floor; F			
14 ⁰⁰		Rupert H: Call betwe			
15 ⁰⁰			Copy: Creative Industries Roundtabl 7th Floor M VAIZEY, Ed	BBC World DCMS; PAR	
16 ⁰⁰					
17 ⁰⁰		S4C Peers Meeting Committee Room 4a, House of Lords	Call with Ruth M on cul Ruth to call Will and be p John McVay DCMS		Laura Trott and Michael Lynas calling
18 ⁰⁰					

21 March 2011 - 25 March 2011

March 2011							April 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	

	21 Monday	22 Tuesday	23 Wednesday	24 Thursday	25 Friday
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					
10 ⁰⁰	2012 SoS C Local TV and Broadl SoS Of Jeremy	15 min 21 10 minute meeting wit SoS Office; Jeremy Hunt	DCMS Financial Positio SoS Office; Jeremy Hunt	Budget discussion SoS Office Jeremy Hunt Private	SpAds Meeting Moses Room in the House of Lords
11 ⁰⁰	Meeting with Ian Living SoS Office, DCMS Jeremy Hunt Private	arts article	HR	Prep for Sportsweek - u SoS Office Jeremy Hunt Private	
12 ⁰⁰		Meeting with Spads to 216; VAIZEY, Ed call with Jon Zeff	PMQs Budget		
13 ⁰⁰					
14 ⁰⁰				Resourcing SofS priorit SpAds Office, Room 21	
15 ⁰⁰			Prep for Select Comms SoS Office; Jeremy Hunt	Prep for B SkyB/News Corp opponents SoS Office Jeremy Hunt Private	Jeremy Meyhew calling
16 ⁰⁰			Tourism Meeting/Update SoS Office Jeremy Hunt Private	Meeting with B SkyB/News Corp SoS Office Jeremy Hunt Private	
17 ⁰⁰	Estelle Morris Coffee PCH- dispatch box; Jeren		ACE announcements, pl Room 14; RAMSAY AN	Business plan quarterly 70 Whitehall Jeremy Hunt Private	
18 ⁰⁰	Mtg. with Centre for S Portcullis house; MINI			Drink with Leader of the House of Lords Room 20, Principal Floor, West Front, House of	

28 March 2011 - 01 April 2011

March 2011							April 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	

	28 Monday	29 Tuesday	30 Wednesday	31 Thursday	1 Friday
					Sitting Friday
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰			Call with Michael de G		Breakfast with Richard Jukes Horseguards Hotel
10 ⁰⁰		Lord Moynihan DCMS	Select Committee	CCHQ meeting CCHQ	
11 ⁰⁰	Communications Review SoS Office; Jeremy Hunt				
12 ⁰⁰	Second Prep Hour for S SoS Office Jeremy Hunt Private				oral questions
13 ⁰⁰		Torch Relay mtg. DCMS MINISTER FOR SPORT AND OLYMPICS OFFICE		Museum Reserves - upc Committee Room 13 - Re Jeremy Hunt Private	
14 ⁰⁰	Lucy Noakes				[UNCLASSIFIED] Call o AS to call ES on
15 ⁰⁰	Local TV and Broadband meeting SoS Office Jeremy Hunt Private	Alan Davey, Liz Forgan, SoS Office Jeremy Hunt Private		Mark Gallagher 212	
16 ⁰⁰				Local TV next steps disc 212 SMITH, Adam	
17 ⁰⁰	Meeting with Baroness Rawlings Royal Gallery, behind the chair in HoL		Drinks Basement STEPHENS JONATHAN		
18 ⁰⁰		Phil Snape call			
		19:00 - 21:00 Richard Hamilton(RAC)	19:30 - 21:00 Virgin Media event('Our House')		

**04 April 2011 -
08 April 2011**

April 2011							May 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
					1	2	3						1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					

	4 Monday	5 Tuesday	6 Wednesday	7 Thursday	8 Friday
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰			Richard Wilson from TI 212; SMITH, Adam @		
10 ⁰⁰	Local TV and Broadband SoS office, DCMS Jeremy Hunt Private	Video games catch-up 212; SMITH, Adam		No.10 Prep for QT with Nick Park and David Henderson SoS Office Jeremy Hunt Private	SpAds meeting No.10
11 ⁰⁰					
12 ⁰⁰	Meeting to discuss Ext DCMS; 216; VAIZEY, Ed	Gidon to Phonec: @ travel			
13 ⁰⁰		Cisco, Talk Talk, Virgin Intellect Offices, Russe @ travel			
14 ⁰⁰				Scott Martin, Paramount's Executive JP's Office SMITH, Adam @	
15 ⁰⁰		Ian Hargreaves Call Number TBC; VAIZEY, Ed			
16 ⁰⁰	Mtg. with Henry and Sa DCMS; MINISTER FOR SF	Copy: Film policy review PCH Atrium; VAIZEY, Ed			
17 ⁰⁰	Copy: Mtg Lord Sassoo Treasury PENROSEJ-PRIVATE			Lords information com 212	
18 ⁰⁰		Phil Snape Trafalgar		Written Evidence to Lords Communications Room 212 McGIBBON DONNA	
		Real Madri The Cinn. @	Doctors Denbigh St		

11 April 2011 - 15 April 2011

April 2011							May 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3							1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					

	11 Monday	12 Tuesday	13 Wednesday	14 Thursday	15 Friday
					to move - big societ
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					
10 ⁰⁰	Local TV and Broadband Meeting SoS Office, DCMS Jeremy Hunt Private	Working with the 2nd Floor vtbc	Entertainment Licensin 212; SMITH, Adam @	FW: Catch up on library Spads room, 2nd floor, @	SpAds Meeting No.10
11 ⁰⁰				Copy: Mtg. with LTA DCMS MINISTER FOR SPORT @	
12 ⁰⁰					Local TV policy 212; SMITH, Adam @
13 ⁰⁰			Helen Mac and Adam S. SPADs office; MacNAMA		Weekly S Sofa in So: Lunch with Will Our House
14 ⁰⁰			Copy: DCMS staff meeting GCR 1 +2 Jeremy Hunt Private @	Tate Sir Nicholas Serota SoS Office Jeremy Hunt Private	
15 ⁰⁰			Prep time ahead of the SoS Room; Jeremy Hunt		
16 ⁰⁰		Prof Ian Hargreaves - IF SoS Office Jeremy Hunt Private		Updated: Meeting re Site Blocking with Tim Borrowing the small dinir Tim Colbourne @	
17 ⁰⁰				Andrew Ramsay drinks GCR 1 + 2	
18 ⁰⁰		Dominic Harrison, BISL Ivy Club, 1-5 West Street, WC2H 9NQ			

18 April 2011 - 22 April 2011

April 2011							May 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3							1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					

	18 Monday	19 Tuesday	20 Wednesday	21 Thursday	22 Friday
	Ivor Novello Awar @		CANCELLED - Stra @		Bank Holiday
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰			British Library: Barones SoS Office Jeremy Hunt Private		
10 ⁰⁰		ITV AC Prep SoS Office; Jeremy Hunt			
		Adam Crozier Local TV SoS Office Jeremy Hunt Private		Chris Guyver - lutherpendragon 212 @	
11 ⁰⁰	Mtg on Lord Henley Le 217; PENROSEJ-PRIVATE				Meeting with Michael Dixon - NMDC 212 @
	Weekly Olympic Stocktake Meeting SoS Office Jeremy Hunt Private		Resourcing SofS Priorit 212; SMITH, Adam @		
			Prof David Gann on Sm SoS Office Jeremy Hunt Private		
13 ⁰⁰	newscorp advice	Weekly To Rm 217 PENROSEJ-	Weekly To Rm 217 PENROSEJ-		Privilidge Half day
	oral questions		oral prep		
14 ⁰⁰					
15 ⁰⁰	British Museum - Neil I SoS Office Jeremy Hunt Private	SoS Weekly Tourism Meeting (RB) SoS Office Jeremy Hunt Private	Communi SoS Office	DCMS Oral Prep SoS Office Jeremy Hur	
16 ⁰⁰		Newscorp Meeting (DC) SoS Office Jeremy Hunt Private	Big Society Discussion - 212; SMITH, Adam		
17 ⁰⁰		Updated: Further Meet Third Floor Meeting R @			
18 ⁰⁰					

25 April 2011 - 29 April 2011

April 2011							May 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3							1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					

	25 Monday	26 Tuesday	27 Wednesday	28 Thursday	29 Friday
	Bank Holiday			leaving early for tra to rearrange - Col @	Bank Holiday
07 00					
08 00			Breakfast with Nick King		
09 00					
10 00					
11 00				DCMS Oral Questions HoC	
12 00		Meeting to discuss spec			
13 00			Political Meeting of CoI Prime Minister's HoC offi Jeremy Hunt Private @		
14 00			DCMS Oral Prep? Jeremy Hunt Private		
15 00					
16 00		V & A Sir Mark Jones/P SoS Office Jeremy Hunt Private	DCMS Oral Prep; Jeremy	Brainstorming session for Broadband Speech W3 Meeting Room off W Jeremy Hunt Private	
17 00			Torch Relay Meeting Boothroyd Room, PCH Jeremy Hunt Private	keep clear	
18 00		Newsnight Prep SoS Office Jeremy Hunt Private	DCMS Oral Prep Boothroyd Room booked until 18:30 Jeremy Hunt Private		

02 May 2011 - 06 May 2011

May 2011							June 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

	2 Monday	3 Tuesday	4 Wednesday	5 Thursday	6 Friday
	Bank Holiday				CANCELLED Nationa
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰			Meeting with No.10 re: SoS Office, DCMS; Jerem		
10 ⁰⁰					No.10 Any Questions Prep - David Henderson SoS Office Jeremy Hunt Private
11 ⁰⁰				Sam Cunningham of Pearsons on 212	
12 ⁰⁰		20min Prep session wi SoS Office; Jeremy Hunt			
13 ⁰⁰		National Museum of Sc SoS Office Jeremy Hunt Private	2012 Record Breaking summer room 35, DCMS, 2-4 Cor BUCKNALL ALAN		
14 ⁰⁰			Emma Wild, CBI 212		
15 ⁰⁰			Catch up with Adam Sn HoC, VAIZEY, Ed		
16 ⁰⁰		NEW TIME - Phone hacl 212; SMITH, Adam	Local TV meeting with Channel 4 - David Room R, PCH, Ref. 3330; Jeremy Hunt Private		Alex Tower 212 SMITH, A
17 ⁰⁰			Any Questions Prep Session with Adam and Room R, PCH Jeremy Hunt Private		Updated: Adam DCMS, 2/4 Alex Tow
18 ⁰⁰			Meeting with Amyas M Interview Rm 2, PCH, Ref. Jeremy Hunt Private		Susie Winter - Alliance 212, DCMS; SMITH, Ad

**09 May 2011 -
13 May 2011**

May 2011							June 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

	9 Monday	10 Tuesday	11 Wednesday	12 Thursday	13 Friday
	cancelled - Andrew @	CANCELLED - Olym;	cancelled - Suppo @	cancelled - Policy @	Sitting Friday
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					
10 ⁰⁰		Richard Mollet - Publishers Association 212 @	Nigel Warner Coffee 212	Tourism Meeting (Fortnightly) SoS Office Jeremy Hunt Private @	Updated: 9.30: Meeting discuss No 10 - Small Dining Roc Michael Lynas
11 ⁰⁰	Mtg Maurice Kelly (file; rm 217; PENROSEJ-PRIV/	Meeting to discuss DEA DCMS: 216; VAIZEY, Ed	Henriett Anorton coffe; Leon's on the Strand @	Weekly GOE Directors M Rm 13; STEPHENS JON @	Quick Diary/Invitation SoS Private Office; BENN
12 ⁰⁰					Tote Room 13; STEPHENS JON
13 ⁰⁰	Darren Henley, Ed Vaize; SoS Office; Jeremy Hunt				
14 ⁰⁰		Hargreaves Handling No.10 @	5 minute call with Oliv SoS Office; Jeremy Hunt	Hargreaves review rour DCMS; BELL, Stephen	
15 ⁰⁰	Chris Patten and Diane Room B - 1 Parliament St Jeremy Hunt Private	Attendee Update: Prof SoS Office; Jeremy Hunt		HOLD - for briefing session with SoS and SoS Office Jeremy Hunt Private	
16 ⁰⁰	Prep Hour for Press Gal Room B - 1 Parliament St Jeremy Hunt Private	Call	S4C/BBC p 212; SMI @	Sale of the Tote SoS Room; Jeremy Hunt	
17 ⁰⁰		Meeting on GAC purch; 212; SMITH, Adam	1 Year In I SoS Office;		
18 ⁰⁰	Call on music industry r Nick to call Adam on	Treasury philanthro No.11 Jeremy Hur			
		19:00 - 21:00 MfSO - Dinner with 5 Sports (Dini			
		19:30 - 20:00 +			

**16 May 2011 -
20 May 2011**

May 2011							June 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

	16 Monday	17 Tuesday	18 Wednesday	19 Thursday	20 Friday
			CNBC New Studio @	cancelled - The M€ @	
07 ⁰⁰					
08 ⁰⁰					Breakfast w/ Kip - Everything Everywhere Ltd Brasserie Roux @
09 ⁰⁰				Meeting to discuss deliv First Floor meeting room	
10 ⁰⁰		Call with Amyas of NA They will call us; SMIT @	Parental Controls Roundtabl Part II GCR1: DCM VAIZEY, E @	Update on 217 PENROSEJ-	
11 ⁰⁰	Tote Meeting with SoS SoS Office Jeremy Hunt Private			Weekly GOE Rm 13 STEPHEN @	Film Review 216 VAIZEY, Ed
12 ⁰⁰	TIME UPDATE: Weekly SoS office Jeremy Hunt Private	Superinjunctions chat 212; SMITH, Adam @	dear colleague re spending	Discuss Options Paper c Rm 217; PENROSEJ-PRIV	Ofcom site-blocking rej Rachel will call Will; JO @
13 ⁰⁰				Prep for Tote/Chancell SoS Office; Jeremy Hunt	
14 ⁰⁰	TOTE - Paul Roy (RB) SoS Office Jeremy Hunt Private				
15 ⁰⁰		Discussion with Adam c HR's Office; SMITH, Adam		FW: Tote Prep: Part II SoS Office; Jeremy Hunt	Mark Gallagher 212
16 ⁰⁰			Resourcing SofS Priorit 212; SMITH, Adam @		
		Chris Woolard catch-up 212, DCMS; SMITH, Ad @	Diary Invitations Run t SoS Office; BENNIE, Lau		
	Prep for No 10 meeting Spads room; MARTIN LIN	LOCATIO Rm Q, PCF	Prep time Location U!	Updated: Broadband No.10 cafe Kieran Kumaria	
17 ⁰⁰			Prep Session ahead of MoJ SoS meeting SoS Office BENNIE, Lauren		
18 ⁰⁰					

**23 May 2011 -
27 May 2011**

May 2011							June 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

	23 Monday	24 Tuesday	25 Wednesday	26 Thursday	27 Friday
		Whitsum Recess 24/05-07/06			To 7 Jun ➔
				cancelled - Conser @	Adam Off
07 00					
08 00					
	Comms Meeting (PO) SoS office				
09 00	Jeremy Hunt Private		Ruth MacKenzie and To @		Annual Leave
	Local TV Weekly Meetir				
10 00	SoS Office, DCMS, Cocks Jeremy Hunt Private		Andrew Scadding of the @	Tourism Meeting (Fortr SoS Office Jeremy Hunt Private	
	Broadband Weekly Meeting (DC)		FW: Lord Heseltine re: C		
11 00	SoS Office, DCMS, Cocks Jeremy Hunt Private		School Games Manifest SoS Office, DCMS Jeremy Hunt Private	Scott Walker - PRS; 212	
	Catch up with Jon Zeff				
12 00			Tote Update with SoS SoS Office Jeremy Hunt Private		
13 00				Sir Gus O'Donnell re: 20 SoS Office, DCMS Jeremy Hunt Private	
			Tote announcement mee		
14 00	Comms outputs meetin	meeting with John lewi PCH PENROSEJ-PRIVATE @	Catch-up with SpAds ar @	Meeting w	
15 00	Nick Toon 212	FW: ISP and Rights holders Roundtable Meeting room C, Ground floor, 1 Parliament Street VAIZEY, Ed	David Fares Call; He will @		
16 00					
	Comms Review discussi				
17 00	Committee Room 17, Pala Jeremy Hunt Private	Jeremy Mayhew coffee 212			
	Andy Burnham/ Lisa N @	SMITH, Adam @			
18 00			Matthew Hancock MP ;		

30 May 2011 - 03 June 2011

May 2011							June 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

	30 Monday	31 Tuesday	1 Wednesday	2 Thursday	3 Friday	
	From 24 May		Whitsum Recess 24/05-07/06			To 7 Jun
		Queens Birthday	Film Policy Review Film Policy Review - SAC/BBC tripartite r	Appointments proce DCMS film Quiz; Can		
07 ⁰⁰						
08 ⁰⁰		CIVIL SERVICE PRIVILEGE DAY		Adam Smith/Robert Su Canteen on Baker St Robert Sullivan		
09 ⁰⁰	Bank Holiday		Broadband Stimulation BDUK, 2nd Floor, Queen'			
10 ⁰⁰					Breakfast Bill Bush - Hargreaves and DCMS	
11 ⁰⁰				Sarah Hunter and Naomi 212		
12 ⁰⁰				Discussion ahead of trip		
13 ⁰⁰				Weekly Arts Manifesto SoS Office Jeremy Hunt Private	SpAd Weekly Catchup;	Geoff Taylor - Hargrea 212
14 ⁰⁰				Endowment Speech Pre		
15 ⁰⁰				Pre-Brief		
16 ⁰⁰				Tote Upda SoS Office;		
17 ⁰⁰				Meeting with Chancell	Pre ticket Discussion	Tom Muir catch-up; 212
18 ⁰⁰				16.30: Tim / Adam - col		

06 June 2011 - 10 June 2011

June 2011							July 2011							
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	
			1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10	
13	14	15	16	17	18	19	11	12	13	14	15	16	17	
20	21	22	23	24	25	26	18	19	20	21	22	23	24	
27	28	29	30				25	26	27	28	29	30	31	

	6 Monday	7 Tuesday	8 Wednesday	9 Thursday	10 Friday
	← Whitsun Recess 24/05-07/06			SpAd Weekly Catchu	Call with Tim Colbou to rearrange - Ric @ Sitting Friday
07 ⁰⁰		After party with Fe @ UK Music Summer @			
08 ⁰⁰					
09 ⁰⁰				Tourism M SoS Office Jeremy Hur	Weekly To SoS Office Jeremy Hur Pre meeting ahead of N
10 ⁰⁰					
11 ⁰⁰	Ed V and Ed Richards DCMS 216 VAIZEY, Ed			Weekly GOE Directors @	FW: No. 10/Broadband DCMS, Cockspur St, Roo SULLIVAN, Robert
12 ⁰⁰	Catch up - site blockin; Olympic Finance Updat	SoS Priorities catch-up; Comms Bill catch up; 21	BDUK funding allocatio @	LATER TIME - Ticket All @	Lunch
13 ⁰⁰	Intro meeting with No1				
14 ⁰⁰			School Games Manifest SoS Office, DCMS Jeremy Hunt Private		
15 ⁰⁰					
16 ⁰⁰					
17 ⁰⁰	Ed Vaizey DCMS 216 Local TV - SoS Office; @			Huawei meeting and br SoS Office - if vote is still Jeremy Hunt Private	
18 ⁰⁰					

13 June 2011 - 17 June 2011

June 2011							July 2011							
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	
			1	2	3	4	5					1	2	3
6	7	8	9	10	11	12		4	5	6	7	8	9	10
13	14	15	16	17	18	19		11	12	13	14	15	16	17
20	21	22	23	24	25	26		18	19	20	21	22	23	24
27	28	29	30					25	26	27	28	29	30	31

	13 Monday	14 Tuesday	15 Wednesday	16 Thursday	17 Friday
	Mark Gallagher-pag	Press Gallery sumr	Art Fund Prize 201 Briefing session wi	SpAd Weekly Catch	Sitting Friday
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰		CST Danny Alexander fr Treasury - Meeting will n Jeremy Hunt Private	Ring Rohan CST feedback discussio	DCMS Oral Prep SoS Office	
10 ⁰⁰					
11 ⁰⁰	Comms Review - Critical Friends Group DCMS, room 45 ANDERTON, Henry	Broadgate Listings Deci		DCMS Oral Questions HoC	Weekly GC
12 ⁰⁰				Meeting with Yorkshire	
			BBC's Public Value Tes		
13 ⁰⁰			Oral Question Prep and some Box Time LOCATION UPDATE: Parly Jeremy Hu		Lunch with Adam Minns of Pact Soho House
14 ⁰⁰			Site blocking working group Ministerial i VAIZEY, Ed		
15 ⁰⁰				Follow up meeting with	
16 ⁰⁰			Richard Hazelwood; ph		
17 ⁰⁰		Call with Simon Thurle			
18 ⁰⁰	SpAd Meet Oral Prep Session LOCATION Jeremy Hu				

20 June 2011 - 24 June 2011

June 2011							July 2011							
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	
			1	2	3	4	5					1	2	3
6	7	8	9	10	11	12		4	5	6	7	8	9	10
13	14	15	16	17	18	19		11	12	13	14	15	16	17
20	21	22	23	24	25	26		18	19	20	21	22	23	24
27	28	29	30					25	26	27	28	29	30	31

	20 Monday	21 Tuesday	22 Wednesday	23 Thursday	24 Friday
	The 60th Annivers @	Policy Exchange St @ Updated: *TO BE RE	Rock the Boat - BF @ TENTATIVE (POSS O	Consultation with @ to be rearranged - @	Adam on annual lea Updated: POSTPC @
07 00					
08 00					
09 00	Comms Weekly Meeting (PO) SoS Office Jeremy Hunt Private				
10 00			Ministerial Group on Digital Radio GCR1 VAIZEY, E @	follow up	Weekly Arts Manifesto Meeting - replaces SoS Office Jeremy Hunt Private
11 00	draft letter for JH			Communication Bill dis	
12 00	Jon Zeff and Colin Per	Communic Bill room 216 VAIZEY, Ed	Updated: Digital Conference Tim Luke @	Weekly GC Rm 13 STEPHEN @	Mark Galla @
13 00	Briefing Session with MPs - Broadband Room O, PCH, booking n Jeremy Hunt Private		Call with Euan; He will @		
14 00	Football Governance m SoS Office Jeremy Hunt Private	Catch up; 13; STEPHENS @			
15 00	James O'Shaughnessy c Hugh's office, DCMS SMITH, Adam			Appointments discuss	
16 00	Weekly Olympic Stocktake (PO) SoS Office Jeremy Hunt Private	Jonathan	Mtg Paul F committee PENROSEJ-	Catch-up; 212; SMITH, A @	
17 00					
18 00			Cricket		

27 June 2011 - 01 July 2011

June 2011							July 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30				25	26	27	28	29	30	31

	27 Monday	28 Tuesday	29 Wednesday	30 Thursday	1 Friday
				British Museum Br @	
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Comms Meeting SoS Office Jeremy Hunt Private	08:45-08: SoS Office	09:00-09: SoS Office	Local TV Manifesto Me SoS Office Jeremy Hunt Private	
10 ⁰⁰		09:20-09: SoS Office	Tourism Manifesto Meeting (RB) - SoS Office Jeremy Hunt Private	Broadband Manifesto M SoS Office Jeremy Hunt Private	Spads
11 ⁰⁰	Chris Wollard chat us to cal		Briefing Session with MPs - Local TV Room S, PCH, booking re Jeremy Hunt Private	Canceled: Weekly Olympic Stocktake - to replace 27/06 CANCELLED due to Urge Jeremy Hunt Private	
12 ⁰⁰	News Corporation/BSk 212; SMITH, Adam @	Malcolm Harbour MEP SoS Office; Jeremy Hunt			Sam Foley SoS Office
13 ⁰⁰		PSB aspects of the Com 212; SMITH, Adam @	Tim C 212	Upda DCMS	CST call r SoS Office
	Comms Bill catch-up - 216; VAIZEY, Ed			Hargre aftern EV's or SMITH	
14 ⁰⁰		Prep Session ahead of SoS Office; Jeremy Hunt		Canceled: SoS Office;	SpAd Wee SoS Office;
		Meet with Hugh to disc SoS Office; Jeremy Hunt			draft letter for JH
15 ⁰⁰	BskyB/NewsCorp meeti SoS Office; Jeremy Hunt		SoS for Scotland - Mich SoS Office Jeremy Hunt Private		
16 ⁰⁰			Briefing Sessions with MPs - Philanthropy in Room R, PCH, booking r Jeremy Hunt Private		
17 ⁰⁰	Meeting with John Cringland at CBI (DC) SoS Office Jeremy Hunt Private	Caroline Diehl, Mark Th SoS Office Jeremy Hunt Private @			
18 ⁰⁰				Canceled: Conference C Various - on SoS mobile	

04 July 2011 - 08 July 2011

July 2011							August 2011							
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	
					1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14	
11	12	13	14	15	16	17	15	16	17	18	19	20	21	
18	19	20	21	22	23	24	22	23	24	25	26	27	28	
25	26	27	28	29	30	31	29	30	31					

	4 Monday	5 Tuesday	6 Wednesday	7 Thursday	8 Friday
	HOLD for Jenny Price Launch of the GAI	Nigel Warner; call	School Games Manif		Special Advisers Me
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰			Phonecall		
10 ⁰⁰			Fortnightly SoS Office	One Media/Digital Righ 212	
11 ⁰⁰		Quarterly Business Rev Cabinet Office Jeremy Hunt Private		Weekly GOE Directors M Rm 13; STEPHENS JONA	
12 ⁰⁰		Autralian Comms review 212 SMITH, Adam			
13 ⁰⁰					Riley's follow-up; 212; S
14 ⁰⁰			Andrew Settle Amazon 212		BskyB discussion; Secre
15 ⁰⁰	Mtg. with Alex Daw		Rileys - Maurice Kelly; 2	Estelle Morris and Robe	
16 ⁰⁰		Communications Bill di		Local TV Manifesto Me Committee Room 19 - Uf	Inquiry - Names; Room
17 ⁰⁰		NEW TIME - Local TV o	Briefing Session with M W3, Westminster Hall, b Jeremy Hunt Private	Broadband Committee	Comms Bi
18 ⁰⁰	Launch of GAC Book - J No.11 Jeremy Hunt Private	Conservatives in Comm	Personal D		T20 at Lords with syndicate
			19:00 - 22:00 The Centre f		

11 July 2011 - 15 July 2011

July 2011							August 2011							
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	
					1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14	
11	12	13	14	15	16	17	15	16	17	18	19	20	21	
18	19	20	21	22	23	24	22	23	24	25	26	27	28	
25	26	27	28	29	30	31	29	30	31					

	11 Monday	12 Tuesday	13 Wednesday	14 Thursday	15 Friday
	MPs meeting; Cor @ School Games Manif ****Cultural Educ; @ CANCEL - Hutchis @ CANCELLED - Sir Da CANCELLED - Touris	cancelled - Senato @ declined - Free Sat @ rearrange - lunch @	Copy: Sue Campbe @ ITV Summer Parlia @ Meeting with Coui @ Tim Luke and Nick @ Tourism Manifesto M CANCEL - Sue Car @ CANCELLED - Ruth f CANCELLED - Schoo	HOLD for Martha Lai Martha Lane Fox Cat Cancelled - Fred M @	
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰				Weekly Arts Manifesto SoS Office; Jeremy Hunt	
10 ⁰⁰	Local TV Alliance - Rich SoS Office; Jeremy Hunt		Film Forum GCR1 VAIZEY, Ed The cont	Later Start Time - Virgi SoS Office Jeremy Hunt Private @	
11 ⁰⁰	Briefing with SpAds; HU		briefing wl	Weekly GOE Directors M Rm 13; STEPHENS JON	
12 ⁰⁰				Meeting with Wellcome LOCATION UPDATE - GC Jeremy Hunt Private	
13 ⁰⁰					
14 ⁰⁰	Director Sue Gray; SoS		Updated: Getty Images Second Floor Meeting @		
15 ⁰⁰	Brief Room B - 1 Jeremy Hur	Sports England Volunte SoS Office, DCMS, Coc @			
16 ⁰⁰	Alex Da	Weekly Olympic Stockt SoS Office Jeremy Hunt Private			
17 ⁰⁰					
18 ⁰⁰				Hanover summer par @	First Night of the Prom: Royal Albert Hall @

18 July 2011 - 22 July 2011

July 2011							August 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30	31				

	18 Monday	19 Tuesday	20 Wednesday	21 Thursday	22 Friday
	SROC discussion o	Claire Foges - PM Sp Ordnance Survey me Presentation update CANCELLED - BT I Weekly Gambling M	Arrive at GCHQ - Int Digital Economy Act Role of GCHQ - Jon Spectrum, Ed Richar Meeting with SpAds Paddington to Chelt Iain Canning - King ** to be rescheduled	All Staff Q+A with G Conservative Spec HOLD for Google/BT Tourism Meeting (
07 ⁰⁰					
08 ⁰⁰					Breakfast with Richard Royal Horseguards hotel SMITH, Adam
09 ⁰⁰					Call No 10
10 ⁰⁰		Simon Juden 212		David Joseph - Unive	Comms review chat foll
11 ⁰⁰				DEA discussion ahead o SoS Office Jeremy Hunt Private	Day 2 England Vs India ECB Grandstand Box 10/11, Lord's Cricket Ground
12 ⁰⁰		11.30: DCMS team mee No 10 - 3rd Floor Meetin Michael Lynas	PM statement		SoS Invita
13 ⁰⁰	Lord Patten and Nichol	Updated: Tim Luke and Room 123, 1st Floor, No. Tim Luke			
14 ⁰⁰					
15 ⁰⁰	Alex Dawson email	Watch DCMS Committee 212		GCHQ - London Visit (t Jeremy Hunt Private	
16 ⁰⁰				Phonecall with Claire Er Lord Green re: Trade & SoS Office; Jeremy Hunt	
17 ⁰⁰		OSTA Threat Briefing Hugh Robt Jeremy f	Briefing Room at PCH Interview Room 2, Portcullis Jeremy Hur	Paul Bolt leaving drinks Cricket	
18 ⁰⁰					

**25 July 2011 -
29 July 2011**

July 2011

Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2011

Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

	25 Monday	26 Tuesday	27 Wednesday	28 Thursday	29 Friday
	Adam on Leave				
		Critical Friends Grou			
		Weekly Gambling M			
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	leave	leave			
10 ⁰⁰					
11 ⁰⁰					
12 ⁰⁰					
13 ⁰⁰					
14 ⁰⁰					
15 ⁰⁰					
16 ⁰⁰				Spectrum auction discu	
				Tim Luke	
					Discussion
17 ⁰⁰					
18 ⁰⁰					
					19:00 - 20:00 Dinner with

01 August 2011 - 05 August 2011

August 2011							September 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

	1 Monday	2 Tuesday	3 Wednesday	4 Thursday	5 Friday
		Lunch with Andrew @		Tourism Meeting (@)	
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					
10 ⁰⁰				Conservative Special Advisers' meeting CCHQ @	
11 ⁰⁰					
12 ⁰⁰					
13 ⁰⁰					
14 ⁰⁰				Mtg. with David Bernst DCMS MINISTER FOR SPORT @	
15 ⁰⁰	Alex Dawson email @	Football Governanc DCMS Robert Sulli	rob sullivan Phil French		
16 ⁰⁰					
17 ⁰⁰					
18 ⁰⁰					

08 August 2011 - 12 August 2011

August 2011							September 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

	8 Monday	9 Tuesday	10 Wednesday	11 Thursday	12 Friday
			Tourism Manifesto ↗		Adam leave →
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					
10 ⁰⁰		Local TV Summits - Media Briefing (NP) DCMS Jeremy Hunt Private	Mtg with Greg Clarke, DCMS MINISTER FOR SPORT		
11 ⁰⁰			Updated: Kieran to Lead: Tech City, Small Dining Room, No 1 Tim Luke	School Games Manifesto Room B, 1 Parliament Str Jeremy Hunt Private	
12 ⁰⁰		Prep Session ahead of S SoS Office; Jeremy Hunt			
	HR and SoS to discuss SoS Office; Jeremy Hunt		Discussion with France SoS Office; Jeremy Hunt		
13 ⁰⁰			HR and Jenny Price - I SoS Office; Jeremy Hunt		
				Discussion with Adam Interview Room 2 - Port	
14 ⁰⁰		Meeting on Channels 3 212; SMITH, Adam	Football governance ca MINISTER FOR SPORT AT	Lucy Noakes and Sophie Cuthoys of LTA 212	
15 ⁰⁰	Alex Dawson email		Richard Scudmore and SoS Office Jeremy Hunt Private	Coffee with Nigel Warner The Trafalgar Hotel	
16 ⁰⁰			Nicholas Shott - Lazard SoS Office; Jeremy Hunt	DEA and Comms Bill speech brainstorm SoS Office Jeremy Hunt Private	
17 ⁰⁰			Olympic legacy and conference speech SoS Office Jeremy Hunt Private	Olympic Speech Room 35 ; SMITH, Godric	
18 ⁰⁰					

15 August 2011 - 19 August 2011

August 2011							September 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

	15 Monday	16 Tuesday	17 Wednesday	18 Thursday	19 Friday
	← Adam leave			Tourism Meeting (2)	Dulcie's leaving d (1)
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					
10 ⁰⁰	Catch up with Rohan S DCMS, 216; VAIZEY, Ed	FW: Ian Livingston & Li SoS Office, DCMS Jeremy Hunt Private			
11 ⁰⁰					Matt Rogerson 212 (1)
12 ⁰⁰					
13 ⁰⁰				Lunch with RFU Portrait Restaurant (1)	
14 ⁰⁰					
15 ⁰⁰	Catch up with Ruth SoS Office Jeremy Hur	Alex Dawso (2)		Kate Jenkins and Tricky DCMS	
16 ⁰⁰				Youth Sport Hugh's office; WILSON LJ	
17 ⁰⁰					
18 ⁰⁰				Champagne Thursday - Lord's Bar if open? Some	

22 August 2011 - 26 August 2011

August 2011							September 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

	22 Monday	23 Tuesday	24 Wednesday	25 Thursday	26 Friday
			Tourism Manifesto		
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					
10 ⁰⁰		Local TV Manifesto Meeting SoS Office Jeremy Hunt Private		Artist Resale Rights Number 10, first floor meeting room Hannah Gibson	
11 ⁰⁰		Broadband Manifesto Meeting SoS Office Jeremy Hunt Private			Meeting with SpAds room 15; HOLNESS SHEPHERD
12 ⁰⁰		Overhead lines discussion			
13 ⁰⁰				Lunch	Lunch with Nick King Woseley
14 ⁰⁰					
15 ⁰⁰	Alex Dawson email				
16 ⁰⁰		andy		Sue Campbell - UK Sports SoS Office, DCMS; Jeremy Hunt	
17 ⁰⁰					Tim Colbourne Walkers of Whitehall
18 ⁰⁰			RTS speech - chat with 4th floor, PARKER WEND		

29 August 2011 - 02 September 2011

August 2011							September 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

	29 Monday	30 Tuesday	31 Wednesday	1 Thursday	2 Friday
	Alex Dawson emai		to rearrange - Kat Will Tanner; Cinname	Conservative Spec to rearrange - Min Tourism Meeting (DCMS 2-4 Cockspu
07 ⁰⁰					
08 ⁰⁰	BANK HOLIDAY		Breakfast with Adam Sr Cinnamon Club Will Tanner		
09 ⁰⁰					
10 ⁰⁰		Broadband discussion 212, DCMS; SMITH, Adan	Alan Bucknall and Adar 15 mins on OFT/Tote;		RTS Speech Chat - TBC
11 ⁰⁰					Chat with Jon and Adar
12 ⁰⁰		Nick Toon Time Warner House, 44 C			
13 ⁰⁰		Weekly Gambling Mtg Rm 217; PENROSEJ-PRIV	Catch up; 13; STEPHENS Weekly GOE Directors		
14 ⁰⁰					Virgin Media to discuss 212, 2-4 Cockspur Street;
15 ⁰⁰		Intelligent Cities Selecti Room 14, Cockspur St HAWKER, Susan			
16 ⁰⁰		Train to Chiswick; Wate			
17 ⁰⁰					
18 ⁰⁰				Cricket	

05 September 2011 - 09 September 2011

September 2011							October 2011							
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	
				1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9	
12	13	14	15	16	17	18	10	11	12	13	14	15	16	
19	20	21	22	23	24	25	17	18	19	20	21	22	23	
26	27	28	29	30			24	25	26	27	28	29	30	
							31							

	5 Monday	6 Tuesday	7 Wednesday	8 Thursday	9 Friday
		Critical Friends Grou Rohan - RTS Speec @	Alan Bucknal catch-t Charles Dunstan ai @ Tourism Manifesto HOLD - Steve Hilton	to move - Lizzie W @ to rearrange - Nicol @ to rearrange - Ruth I	
07 00					
08 00					
09 00				DCMS Oral Prep	Broadband Policy Ideas 212 SMITH, Adam @
10 00		15 mins with spads on			
11 00		Out of office	Torch Relay chat; 212; S	DCMS Oral Questions	Weekly GC Rm 13 STEPHENS @
12 00			Patrick Rock and Paul K No.10; SMITH, Adam @	School Gar SoS Office;	
13 00			Discussion with Sky abc 212 SMITH, Adam @		Patrick Rock and Paul K No.10 SMITH, Adam @
14 00	Oral Prep for 08.09.11 Session SoS Office			David Hendon catch up	
15 00	Alex Dawson email @		Olympic Volunteering v Olympics: Public Sector		
16 00			Charles Dunstan and Di @	20 mins with John Pen Mark Mer Ian Livings	
17 00			DCMS Oral Prep Session for 08.09.11	Ideas for growth - confi	
18 00	Simon Bladgen - Intellig Room U - PCH; Jeremy H @	Oral PQ Prep - SoS Request 26.08			Cricket end of season awards

12 September 2011 - 16 September 2011

September 2011							October 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

	12 Monday	13 Tuesday	14 Wednesday	15 Thursday	16 Friday
		1hr req. for RTS Spe declined - "Clash c HOLD: Olympic Stoc MfSO - Youth Sport;	Fortnightly Meeting	Conservative Spec Mtg On VE Board co Tourism Meeting (
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰			Fortnightly Meeting wi SoS Office; Jeremy Hunt Sly Bailey, Trinity Mirr	Weekly GOE Directors M Rm 13 STEPHENS JONATHAN	
10 ⁰⁰					Antony Be Departmen Antony Bet
11 ⁰⁰	Olympic Press Briefing DCMS; Jeremy Hunt Priv		Film Policy Review; 212		Antony Be 212
12 ⁰⁰				Meeting with James Be DCMS; PENROSEJ-PRIVA	
13 ⁰⁰			Lord Clement Jones' Liv		
14 ⁰⁰	Ian King CEO and Bob k	Chris Blackhurst - Indy Martin Dickson - Depu		Meeting with Adam ar	
15 ⁰⁰	Alex Dawson email	Lord Paul YOUH SofS O	Call with Dominic Moh	Credit card W room 4, VAIZEY, Ed Ruth Mac	
16 ⁰⁰	Victoria Crawford and S Canning Fok - Hutchisc	James Ha Matt Britti		Alex Towers 212	Phone call from DCMS
17 ⁰⁰			Ladbrokes 212		CALL - Foll Updated:
18 ⁰⁰		Alan Rushbridger, Gua			
	19:30 - 21:00 Richard Ha				

19 September 2011 - 23 September 2011

September 2011							October 2011							
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	
				1	2	3	4					1	2	
5	6	7	8	9	10	11		3	4	5	6	7	8	9
12	13	14	15	16	17	18		10	11	12	13	14	15	16
19	20	21	22	23	24	25		17	18	19	20	21	22	23
26	27	28	29	30				24	25	26	27	28	29	30
														31

	19 Monday	20 Tuesday	21 Wednesday	22 Thursday	23 Friday
	Keith Mills/Merger; Local TV/Comms Act	Steve Hilton, Rohan Party Conf Speech Pl Web blocking event	Brazilian delegation Tourism Manifesto	Emma Kenny	
07:00					
08:00					
09:00			Press Briefing with UK SoS Office Jeremy Hunt Private	Martin Sto	Join-In next steps Room 14, DCMS, 2-4 CS BUCKNALL ALAN
10:00	Broadband Weekly Mar SoS Office, DCMS; Jerem		Weekly Gambling Mtg Rm 217; PENROSEJ-PRIV		Catch up discussions w Room 14 ZEFF JON
11:00	Local TV/Comms Act M SoS Office, DCMS; Jerem		Intelligent Cities Chat		
12:00	Keith Mills/Merger SoS Office; Jeremy Hunt				
13:00	Site-blocki working group DCMS - GCR1 VAIZEY, E		Martha Lane-Fox Coffe SoS Office, DCMS	Steve Hilton, HR and S Room 123, 1st Floor, No	Lunch with Mark Gallagher and Ollie J Sheekey SMITH, Adam
14:00	Weekly Olympic Stocktake Scheduler SoS Office Jeremy Hur				
15:00	Alex Dawson email			School Games Manifest SoS Office Jeremy Hunt Private	
16:00					
17:00	Follow-up on appointr		Updated: NEW TIME: D No 10 - Room 123, first f Michael Lynas		
18:00	GREAT Re Conservati		Naomi Gummer	Emma / Adam catch up TBC Emma Kenny	

26 September 2011 - 30 September 2011

September 2011							October 2011							
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	
				1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9	
12	13	14	15	16	17	18	10	11	12	13	14	15	16	
19	20	21	22	23	24	25	17	18	19	20	21	22	23	
26	27	28	29	30			24	25	26	27	28	29	30	
							31							

	26 Monday	27 Tuesday	28 Wednesday	29 Thursday	30 Friday
	Annual leave				
	Alex Dawson emai Broadband Weekly Chairman Lord Ro Football Gov meetin Local TV/Comms Act Weekly Olympic Sto	Pre-meet with Ste BDUK vist (NP); Tott Phil Walder of Rea to rearrnage - Nicl	Alex Neil MSP, Cal Chancellor - Broadb JBD and PD LOCOG I Party Conference Sp Party Conference Sp	Conservative Spec Tourism Meeting (Leave
07 ⁰⁰					
08 ⁰⁰	Leave	Leave	Leave	Leave	
09 ⁰⁰					
10 ⁰⁰				Weekly Ga Rm 217; PE	
11 ⁰⁰					
12 ⁰⁰		Meeting v			
13 ⁰⁰					
14 ⁰⁰					
15 ⁰⁰		Phonecall			Pinewood Studios 75th Pinewood Studios
16 ⁰⁰					
17 ⁰⁰		Great Boa First floor r			
18 ⁰⁰					

03 October 2011 - 07 October 2011

October 2011							November 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

	3 Monday	4 Tuesday	5 Wednesday	6 Thursday	7 Friday
	From 2 Oct	Conservative Party Conference			
			Tourism Manifesto		FA on Playing field Phil French - ECB c RFU on NPPF Playi
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					Out of office
10 ⁰⁰				BBC Trust; 2nd fl; ZEFF J	
11 ⁰⁰				Weekly GOE Directors M Rm 13 STEPHENS JONATHAN	
12 ⁰⁰					
13 ⁰⁰		Telephone call: Pre-sift telephone conference ca McGIBBON DONNA	BBC Trust Sandwich Lunch Stanley Suite, The Midland Hotel, Manchester		
14 ⁰⁰					
15 ⁰⁰	Alex Dawson email			Charles Allen, Ruth Mac SoS Office Jeremy Hunt Private	
16 ⁰⁰		Manchester City Council Manchester Town Hall (e)		Lord Green and Mark P SoS Office, DCMS; Jerem	
17 ⁰⁰		Updated: Catch up Conference centre, Manc Morris, Paul, VF UK			
18 ⁰⁰	UK Music cocktail reception Cloud 23 Bar, Hilton Hot				

10 October 2011 - 14 October 2011

October 2011							November 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

	10 Monday	11 Tuesday	12 Wednesday	13 Thursday	14 Friday
	Ministerial Growth r Local TV/Comms Act Weekly Gambling M	to rearrnage - Lur @ to rearrnage - NMD@	Camelot's Parliam @ Kate Bellamy of th @	Tourism Meeting (@	
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰		Stadium Briefing Sessio			
10 ⁰⁰	Broadband Weekly Mar SoS Office, DCMS; Jerem		VB/VE weekly catch up SoS Office Jeremy Hunt Private	Relay Services Roundtabl GCR1&2 VAIZEY, Ed @	Conservati Special CCHQ @ SpAds Meeting No.10
11 ⁰⁰		Trevor Ro@ 212 @ Prep for M		Weekly GC Rm 13 STEPHENS @	Meeting re content reg @
12 ⁰⁰		Rohan and Steve - Bro:			
13 ⁰⁰			Fergal Sh: Andrew S	Meeting on Health Lott	SpAd office lunch
14 ⁰⁰	Weekly Olympic Stocktake for 10.10 only SoS Office Jeremy Hunt Private	Peter Schofield - HMT r	call with Euan; he will ca	Local TV locations - HM	
15 ⁰⁰	Alex Dawson email call with 1 Kieran Ku	Margaret Ford; SoS Offi			FW: Intelligent Cities ca
16 ⁰⁰		Michael and Orla from 212 @	Lisa Hunter and Phil Fre 212	EPG in Nc @ CST Meeti SoS Office;	Govt Relations
17 ⁰⁰		Updated: Mike Farrar/A Rm 123; Kieran Kumaria			
18 ⁰⁰					
			19:00 - 21:00 BACTA parli		

17 October 2011 - 21 October 2011

October 2011							November 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

	17 Monday	18 Tuesday	19 Wednesday	20 Thursday	21 Friday
		Youth sport comms ; Weekly Gambling M	Curry and Cocktail @ Tourism Manifesto @ School Games Mani	Cancelled - Lucy N @ JBD and PD LOCOG I Spending Review I @	
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Comms M Local TV/C Broadband Weekly Mar		Fortnightly Meeting wi SoS Office; Jeremy Hunt	Meeting with Lords to c	
10 ⁰⁰				oral questions	
11 ⁰⁰		chat with UK Sport @	FW: Rita French & Tim Room 44, DCMS MCKEVETT, Mary	Weekly GC Rm 13; STE Paul James 212 @	11.00 - 12.00: Meeting No 10 - 2nd floor meetin Paul Kirby @
12 ⁰⁰		DCMS Critical Friends G			catch up HMT McGAVIN
13 ⁰⁰	Weekly Olympic Stocktake for 17.10 only SoS Office Jeremy Hunt Private	Ian Livingston SoS Office; Jeremy Hunt @		Lunch with William Hill Les Deux Salons, William IV Street @	Ministerial
14 ⁰⁰	Elizabeth Kanter re:Blac 212 @	World Tra SoS Office; Legal Catc	PSB options ; 212; SMITI @	Prep for DCMS Accounts Session - Briefing Papers	Call with Alex Towers; T @ Meeting with Special A
15 ⁰⁰	Alex Daw @ Jenny Willi Thatcher R	Ministerial Growth me Large Ministerial Room, Jeremy Hunt Private	Updated: Regular: DCM Room 123, 1st Floor, No Michael Lynas	no 10 and community s	
16 ⁰⁰				SB farewe BT meetin	
17 ⁰⁰				Thank you GCR2 MacNAMARA HELEN	
18 ⁰⁰	Olympic / Business Spe		GREAT Big Build Thank GCR1/2; Jeremy Hunt Pri		

24 October 2011 - 28 October 2011

October 2011							November 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
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3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

	24 Monday	25 Tuesday	26 Wednesday	27 Thursday	28 Friday
	to rearrange - Lun @			Tourism Meeting (@)	Adam on leave
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					Weekly GOE Directors Meeting Rm 13 STEPHENS JONATHAN @
10 ⁰⁰	Local TV/Comms Act W SoS Office, DCMS Jeremy Hunt Private	Cumbria County Council SoS Office Jeremy Hunt Private @	VE/VB catch up (RB) SoS Office Jeremy Hunt Private	Conse Specia Advise CCHQ	Broadl discus: room 12 McGA KATE
11 ⁰⁰	Broadband Weekly Mar SoS Office, DCMS Jeremy Hunt Private		Remote Gambling disc		DCMS Annu: Repor and Accou with Perm House
12 ⁰⁰					
13 ⁰⁰		Lunch with chris and ben	Heritage and growth Conrad Bird - FCO re: G		
14 ⁰⁰	Lord Patten and Mark T Mark Thompson - S4C		Nick Evans-Lombe - Hargreaves Repor 212 @		
15 ⁰⁰	Alex Dawson email @		Julian Felle Weekly Ga SoS Office PCH Jeremy Hur PENROSEJ-		
16 ⁰⁰		S4C pre-brief (JK); PCH	Meeting to discuss VIP Bothroyd Room, Commit Jeremy Hunt Private		
17 ⁰⁰			Final Prep Session for S		
18 ⁰⁰					
		19:00 - 19:30 Oliver Letwin- Rural Broadband (20:00 - 21:00 Simon hill		

31 October 2011 - 04 November 2011

October 2011							November 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

	31 Monday	1 Tuesday	2 Wednesday	3 Thursday	4 Friday
		Creative sector sur to rearrange - Sop	VP Neelie Kroes (I Brigid Simmons - To DCMS Oral Prep Ses Tourism Manifesto Ufi Ibrahim, Chief Ex CANCELLED, TO BE I		
07 ⁰⁰					
08 ⁰⁰	Comms Weekly Meetin			DCMS Oral Prep Session	
09 ⁰⁰			Fortnightly Meeting wii SoS Office; Jeremy		Kate Bellemy - V and A;
	Local TV/Comms Act W SoS Office, DCMS; Jerem				
10 ⁰⁰	Broadband Weekly Mar SoS Office, DCMS; Jerem		VE/VB weekly catch up SoS Office; Jeremy Hunt		
11 ⁰⁰		Call with : Gambling		DCMS Oral Questions	
				Weekly GC Rm 13; S	
12 ⁰⁰				Updated: Follow-up me No 10 - Rm 110, link doo Paul Kirby	Richard Jackson Head 212; SMITH, Adam
	Q & A session with Matt Brittin of Google GCR1 & 2, DCMS			call JH	
13 ⁰⁰		Arts Fund Representativ	Meeting with SpAds; 21	Rob Wilson	
		FW: Olympic Torch Relz SofS Office; MINISTER			
14 ⁰⁰	Alex Dawson email		Meeting with Paul Mon 212	John McVay of Pact 212	
					Dear Colleague Letters 212, 2-4 Cockspur Street SMITH, Adam
15 ⁰⁰	Weekly Olympic Stocktake for 31.10.11 only		Stuart Barr re: launch o 212	Discussion	
	Committee Room 7, Cor Jeremy Hunt Private			FW: A catr	
16 ⁰⁰				Tim Colbourne Call	
			Phone call with Minist	Local TV Discussion ; 21	
17 ⁰⁰					
	Oral Prep for 03/11 Session				
18 ⁰⁰			Sir Menzies Campbell		
			19:00 - 21:00 Roundhous		

07 November 2011 - 11 November 2011

November 2011							December 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6			1	2	3	4	
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

	7 Monday	8 Tuesday	9 Wednesday	10 Thursday	11 Friday
		Inter-ministerial n @ Philanthropy Adv @ Phil and Mitchell f @		Meeting with Tim K @ Ministerial Growth I @ Speaking at Medi @ Tourism Meeting (@ CANCELLED, TO BE I	silence SpAds Special Adv @ SpAds Special Adv @
07 ⁰⁰					
08 ⁰⁰	Comms Weekly Meetin				
09 ⁰⁰	Local TV/Comms Act W SoS Office, DCMS; Jerem		Discussion on appoin @	Phone call with Barone	Adam Minns - COBA 212 @
10 ⁰⁰	Broadband Weekly Mar SoS Office, DCMS; Jerem			School Games Manifes SoS Office, DCMS Jeremy Hunt Private	
11 ⁰⁰		Catch up meeting - Ada Dept for Culture, 2-4 Coc Jenner, Philip		Weekly GC Rm 13 STEPHEN @	Mark Gallagher; 212 @
12 ⁰⁰	Arts Council review @	Meeting with Councillo		Meeting w Room 31 FRENCH, Ri	
13 ⁰⁰				FW: Jerome Valcke phi	
14 ⁰⁰	Weekly Olympic Stockt SoS Office Jeremy Hunt Private	Adam Sm Conrad Bir			
15 ⁰⁰	ITV Regio Alex D @ Quarterly Business Cabinet Of		Steve Moore and Andre 212 @	Film Review catch up w 216; VAIZEY, Ed	Call with Paul Jame C @
16 ⁰⁰					
17 ⁰⁰		Meeting - To discuss op Room 45 @ DCMS TOWLER, Simon @	Emma Kenny nero		BT broadband meeting DCMS SMITH, Adam @
18 ⁰⁰			Drink with Phil French @	Finsbury Party; Tate B @	
					19:00 - 22:00 Party(62 Ke

14 November 2011 - 18 November 2011

November 2011							December 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6				1	2	3	4
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

	14 Monday	15 Tuesday	16 Wednesday	17 Thursday	18 Friday
	Postponed - Vodafo	Brown Signs Meeting Fleishman Hillard '10 Join In discussion '10 Weekly Gambling M	Tourism Manifesto	November Recess To 20 Nov	
07:00				Nottingham wash-u	
08:00					
09:00	Weekly Comms Meeting SoS Office Jeremy Hunt Private			Discussion on NHMF a	
10:00	Local TV/Comms Act W SoS Office, DCMS; Jerem	Fortnightly meeting on MINISTER FOR SPORT A			
	Broadband Weekly Ma SoS Office, DCMS; Jerem		Adam and Rita catch up SPAD's office; FRENCH, R		
11:00					Youth Sport Strategy; S
	Weekly Olympic Stocktake for 14.11.11 SoS Office Jeremy Hunt Private	Search meeting with rig DCMS: 204 VAIZEY, Ed		Follow up meeting (det	
12:00					tbc lunch
13:00			Lunch with Dipple Prezzo - Northumberland Ave.	Ofcom Broadband Mee No.10 SMITH, Adam	
14:00		Conservative Spad Meeting No 10			
15:00	Alex Dawson email		Updated: Regular: DCM No 10 - first floor meetin Michael Lynas		
16:00			Broadband deliverables 212 - DCMS SMITH, Adam	see JH; SoS Office ETEW - Olaf Swantee, 4 SoS Office; Jeremy Hunt	
17:00				VE/VB catch up (RB) SoS Office Jeremy Hunt Private	
18:00			SportsAid Ball 2011; Ba		
		19:00 - 22:00 England Vs		20:00 - 23:30 Tim and Dav	

21 November 2011 - 25 November 2011

November 2011							December 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6			1	2	3	4	
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

	21 Monday	22 Tuesday	23 Wednesday	24 Thursday	25 Friday
		Dan and Sophie fr @ FW: Updated: Meetir Promotion of British DCMS Ministers me: Hold for Steve Hilto		Conservative Spec @ JBD/PD LOCOG Mon Security Meeting/HK Security Meeting/HK Tourism Meeting (@	
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Weekly Comms Meeting SoS Office Jeremy Hunt Private				
10 ⁰⁰	Local TV/Comms Act W SoS Office, DCMS; Jerem Broadband Weekly Mar SoS Office, DCMS; Jerem			Urban Broadband Prop Spads meeting No.10 HUNTER, Lisa	
11 ⁰⁰	Weekly Olympic Stocktake 21.11.11 SoS Office Jeremy Hunt Private	Broadband discussion; : SoS Andrew Lansley - Y	Broadband update; 13;	Weekly GOE Directors f Rm 13; STEPHENS JON @	Barclays ATP World Tour Finals O2 Arena
12 ⁰⁰				Weekly Gambling Mtg Rm 217; PENROSEJ-PRIV	
13 ⁰⁰	Youth Sport catch up; 1			Secretary of State Jerer	
14 ⁰⁰			BSAC and partners on i 212; SMITH, Adam @		
15 ⁰⁰	Alex Dawson email @	Steve Hilton, Oliver Let No.10 - Steve's Office; Je	LATER TIME - BBC Tr @	HMG support for Nat @	
16 ⁰⁰	Youth Sport Strategy M SoS Office Jeremy Hunt Private	SoS meeting with Mich			
17 ⁰⁰					
18 ⁰⁰		Jennie Price - Youth Sp MfSO office, DCMS MINISTER FOR SPORT AP	Broadband Update; 13;		
	Royal Bank of Scotla @			How Museums Becan @	
		19:00 - 19:30 Ed Jones (dr		20:00 - 21:00 Drink with p	

28 November 2011 - 02 December 2011

November 2011							December 2011						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6				1	2	3	4
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

	28 Monday	29 Tuesday	30 Wednesday	1 Thursday	2 Friday
	John Fingleton OF @ Reception for Ipsw @ Charles Allen and @		EST Chloe Smith MP Tourism Manifesto ↗	NMDC; 212	
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Weekly Comms Meeting SoS Office Jeremy Hunt Private	Adam Smith/Sophie Jones/Dan Brooke The Goring hotel Sophie Jones	Fortnightly Meeting with SoS Office; Jeremy Hunt	A Celebration of the 10th Anniversary of Natural History Museum	Wedding
10 ⁰⁰	Local TV/Comms Act W SoS Office, DCMS; Jerem			AQ prep	
11 ⁰⁰	Broadband Weekly Mar SoS Office, DCMS; Jerem		DCMS - Critical Friends Group 45 ANDERTON, Henry		
12 ⁰⁰	Weekly Olympic Stocktake for 28.11.11 SoS Office Jeremy Hunt Private		Govt Accreditation Lists	Simon Blagden / Fujitsu @	
13 ⁰⁰			Chris Heaton-Harris co		
14 ⁰⁰	Roundtable on Ticket T GCR1 (13:45-15:15) Jeremy Hunt Private	Meeting with Adam Sm			
15 ⁰⁰	Danny Boyle and Steve Hilton - Olympic SoS Office Jeremy Hunt Private			Any Questions Prep	
16 ⁰⁰	Torch Relay Route Serr Large Ministerial Room, Jeremy Hunt Private.		Weekly GOE Directors M ↗	Any Questions Prep with No.10 officials	
17 ⁰⁰	Alex Dawson email ↗	Adam Smith chat ; Rm	School Games Meeting SoS Office; Jeremy Hunt		
18 ⁰⁰		Channel 4 Launch of ne @	Nick King		

05 December 2011 - 09 December 2011

December 2011							January 2012						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30	31					

	5 Monday	6 Tuesday	7 Wednesday	8 Thursday	9 Friday
	Policy by Twitter; 1 @	Broadband Weekly N Coffee with Anne-M CPX and COBR (R) pi Local TV/Comms Act SoS Justine Greening Tessa Jowell meeting	Sport funding policy Through the looki @	SoS and JBD and PD Tourism Meeting (@	Lunch at Google - @ to rearrange - Lun @
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Sport Strategy etc SoS Office; OLDFIELD PA			Meeting with Andrew M SoS Office; BENNIE, Laur	
10 ⁰⁰				VE/VB catch up - Jame SoS Office; BENNIE, L @	
11 ⁰⁰			Roundtable on Online Copyright Infringement GCR1 and GCR2 VAIZEY, Ed @	SpAd catch up; SoS Offi	
12 ⁰⁰				Weekly Olympic Stocktake THURSDAY 08.12.11 SoS Office Jeremy Hunt Private	
13 ⁰⁰			Arts Manifesto Meeting BENNIE, Lauren		Join-In: Michael Lynas ; No. 10 BUCKNALL ALAN
14 ⁰⁰	Ed Vaizey Comms Mee		Meeting v Football G SoS Office Jeremy Hur	Travel Sports Stra Updated: S	
15 ⁰⁰				Travel	
16 ⁰⁰			Andy Aitman and Dunc SoS Office; Jeremy Hunt	Mark Gallagher - licen Matt Sanders; 212 @	
17 ⁰⁰			Christmas drinks with DCMS Jeremy Hur		Will Lambe; will text y @
18 ⁰⁰			Chris Whit		
		20:00 - 22:00 5 sports Chi			

12 December 2011 - 16 December 2011

December 2011							January 2012						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3	4						1
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12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30	31					

	12 Monday	13 Tuesday	14 Wednesday	15 Thursday	16 Friday
	School Games Party; Select Comm Prep T; The Iron Lady; ICA Roundtable on Tick	Coffee with Shailesh Akamai - Joel Reik FW: Digital Region	GREAT Project Boar Malcolm Moss - N Tourism Manifest Marketing Director	Evening Reception - Pinewood Christm	
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Weekly Comms Meetin; SoS Office Jeremy Hunt Private	Creative Content meeting at the No.10	Fortnightly Meeting wit SoS Office; Jeremy Hunt	Oral Questions Prep	Rita Frenc Room 12, I FRENCH, R
10 ⁰⁰	Broadband Weekly Mar SoS Office, DCMS; Jerem		Kulveer R Review of	DCMS Oral Questions HoC	Coalition special No.10 Laurence I
11 ⁰⁰	GREAT Project Board U; SoS Office; BENNIE, Laur	Meeting with Adam Sr		ARR - later time; 212; S	
12 ⁰⁰			Green paper; 212; SMIT		
13 ⁰⁰		Phil Snape catch-up Trafalagar		4G auction Room Q, PC	Tourism pi Committee PENROSEJ-
14 ⁰⁰		Hold - JH Prep Session for PM chaired meeting		4g Auction Room Q un	Hold for Private Office Christmas Lunch Jeremy Hunt Private
15 ⁰⁰	Alex Dawson email	Weekly Gambling Mtg PCH; PENROSEJ-PRIVAT	Product Placement; 212	Next steps on sports ne 2nd floor meeting room,	
16 ⁰⁰	Queen's Diamond Jubil Quick chat with SpAds	DCMS Lib Room U, P Jeremy Hu	DCMS Lib Dem team PCH		
17 ⁰⁰		Richard Harrington MF		EV's Christmas drinks EV's office	
18 ⁰⁰	Conservative Technology Forum Committee Room 20	Conservative Xmas Part Downing Street HUNTER, Lisa	Updated: Emma's leaving No10 - Stat Emma Kenr		
			19:00 - 20:00 Parents in L		

19 December 2011 - 23 December 2011

December 2011							January 2012						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
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12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30	31					

	19 Monday	20 Tuesday	21 Wednesday	22 Thursday	23 Friday
	Christmas Recess To 9 Jan 12 →				
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					
			Youth Sport Strategy SoS Office; BESALEL REBE		
10 ⁰⁰				Conservati Special Advisers' CCHQ @	Tourism Meeting SoS Office Jeremy I ↻
11 ⁰⁰	Youth Spo SoS Office;	Alex Dawsor ↻		Weekly GOE Rm 13 STEPHEN ↻	
12 ⁰⁰					
13 ⁰⁰					
14 ⁰⁰	Special Advisers Office Christmas Lunch St John Restaurant, 26 St John Street, EC1M 4AY SMITH, Adam				
15 ⁰⁰					
16 ⁰⁰	Ideas for SOTA Speech Room 14; CADY NICK	Weekly GOE Directors Meeting Rm 13 STEPHENS JONATHAN ↻			
17 ⁰⁰					
18 ⁰⁰					

26 December 2011 - 30 December 2011

December 2011

Mo	Tu	We	Th	Fr	Sa	Su
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5	6	7	8	9	10	11
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19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2012

Mo	Tu	We	Th	Fr	Sa	Su
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

	26 Monday	27 Tuesday	28 Wednesday	29 Thursday	30 Friday
	← From 20 Dec Christmas Recess To 9 Jan 12 →				
	Alex Dawson emai ↗		Tourism Manifesto ↗		
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	bank hol	bank hol	bank hol		
10 ⁰⁰					
11 ⁰⁰				Weekly GOE Directors Meeting Rm 13 STEPHENS JONATHAN ↗	
12 ⁰⁰					
13 ⁰⁰					
14 ⁰⁰					
15 ⁰⁰					
16 ⁰⁰					
17 ⁰⁰					
18 ⁰⁰					

02 January 2012 - 06 January 2012

January 2012							February 2012						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29				
30	31												

	2 Monday	3 Tuesday	4 Wednesday	5 Thursday	6 Friday
	← From 20 Dec 11 Christmas Recess To 9 Jan →				
	Alex Dawson emai ↗			Tourism Meeting (↗	
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	bank hol				
10 ⁰⁰					Prep Session with SpAd
11 ⁰⁰				Weekly GOE Directors Meeting Rm 13 STEPHENS JONATHAI ↗	Ministerial priorities - lr
12 ⁰⁰			Helen Burrowes; 212	Meeting with SpAds; 2r	
13 ⁰⁰					
14 ⁰⁰			re Youth Sport Rm 13 STEPHENS JONATHAN Olympics/Sport Catch-t		
15 ⁰⁰					
16 ⁰⁰				Laura and Adam - SWS meeting SoS Office Jeremy Hunt Office	
17 ⁰⁰				Comms Green paper; 21	
18 ⁰⁰					

09 January 2012 - 13 January 2012

January 2012							February 2012						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29				
30	31												

	9 Monday	10 Tuesday	11 Wednesday	12 Thursday	13 Friday
	Christmas Recess	Urban Broadband	Premier League - 4! Richard Scudamore GREAT update with Regular: DCMS Te: Tourism Manifesto	Travel to Farnham Regional Road Show	
07 ⁰⁰					
08 ⁰⁰				Depart London Euston (08:00) arrive Manchester Piccadilly (10:07)	
09 ⁰⁰		Broadband and Local T SoS Office Jeremy Hunt Office	Fortnightly Meeting w/ SoS Office; Jeremy		Adam leave
10 ⁰⁰	Matt Rogerson; 212			Travel to Regional	
11 ⁰⁰			VE/VB Tourism meeting SoS Office, DCMS Jeremy Hunt Office	2012: A GREAT opportunity for the Old Trafford	
12 ⁰⁰			PMQs	Q&A: How can we make Old Trafford	
13 ⁰⁰		Meeting with Racing DCMS, room 42 MARMENT, Sophie	argos	Media Bids (Photocall at 13:00) International Suite	
14 ⁰⁰	Pre-meeting for Tuesday			Lunch - International School Games	
15 ⁰⁰	Alex Dawson email	Therese Coffey coffee	2017 Athle MINISTER F MINISTER F	SpAds We Travel to Manchester	
16 ⁰⁰		Rob Sullivan CHX letter on techno		Depart Manchester Piccadilly (15:35) arrive London Euston (17:42)	
17 ⁰⁰					
18 ⁰⁰	BT's 200 days in the c				

16 January 2012 - 20 January 2012

January 2012							February 2012						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
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16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29				
30	31												

	16 Monday	17 Tuesday	18 Wednesday	19 Thursday	20 Friday
		Local Gov APPG - @ All Staff Meeting : C	Lunch with Google @	All Staff Meeting : G JBD and PD LOCOG - JBD/PD Monthly Me Meeting with Mak @ NMDC; 212 Tourism Meeting (@	
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰			Breakfast with Nick Toon Royal Horseguards Hotel @	LOCOG - Cultural Olym SoS Office; Jeremy Hunt	Regional Road show
10 ⁰⁰	Local TV/Comms Act M SoS Office; Jeremy Hunt Broadband Meeting 16 SoS Office; Jeremy Hunt	Meeting with Amazon @	Weekly Ga Rm 217; PE	Write O @	
11 ⁰⁰				Pre-b Weekl Rm 13 STEPH BT Ian	
12 ⁰⁰	Olympic Stocktake 16.01.12 (RB) SoS Office, DCMS Jeremy Hunt Office	Kieran O'Brian Ladbroo 212		GREAT SpAds ; Rm 13; STEPH @	
13 ⁰⁰	Preparatio for Gambling 217 PENROSEJ-				
14 ⁰⁰	Privacy and Injunction HoC Jeremy Hu	Chat with Matt on the C			
15 ⁰⁰	Alex D @	Naweed Khan; Cabine @		MD of Paddy Power, Ar Trafalgar @	
16 ⁰⁰	Football Governance (F W1 in Westminster Hall Jeremy Hunt Office	DCMS Lib Dem team HofC (Cttee Rm 21) MINISTER FOR SPORT @		Creative Content Meeting No.10 - need to confir @	
17 ⁰⁰	James and Alex from V Iveson note		Robert Sullivan - FA 212 @		
18 ⁰⁰	John McVay - PACT; yoi				
			20:00 - 22:00 SCREENING	20:00 - 22:00 70th birthda	

23 January 2012 - 27 January 2012

January 2012							February 2012						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
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16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29				
30	31												

	23 Monday	24 Tuesday	25 Wednesday	26 Thursday	27 Friday
		Evidence session - O	Dr Mike Dixon - Natl Tourism Manifesto	Matt Rogerson an	Tate Modern proje Will on leave
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰		Weekly Arts/Philanthropy SoS Office Jeremy Hunt Private	Fortnightly Meeting wii SoS Office Jeremy Hunt Private	phone call with Stephen	
10 ⁰⁰	Local TV/Comms Act M SoS Office Jeremy Hunt Private	Geoff Taylor 212	Write Olympic Letter		SpAds Meeting No.10
	Broadband Meeting 23 SoS Office, DCMS Jeremy Hunt Private				
11 ⁰⁰			Michael Locke - (of Fin	Liverpool UNESCO chat	
12 ⁰⁰		Evidence Session - Olympics (with MfSO and Perm Room 8, P Jeremy Hu	Meeting o	PMQs	
13 ⁰⁰					
14 ⁰⁰	Meeting with Google 212		Simon Kirby and Mike W2 - Westminter Hall Jeremy Hunt Office	Live music chat; 212	
15 ⁰⁰	Alex Dawson email				
		Further GP discussion; 2		oral questions	Monthly Appointments
16 ⁰⁰	Andrew from Pinewood		Dr Mike Dixon - Nation LOCATION TBC - W2 Jeremy Hunt Private		
	Read EV's speech				
17 ⁰⁰	Euan call; 07825121076		GREAT update C.Bird/A	Discuss Film/LA/govt response: Michael, 1st floor meeting room, Michael Lynas	
18 ⁰⁰		Intelligence Squared Debate	Conservative New Year Event Queensborough Room, S Jeremy Hunt Private		

30 January 2012 - 03 February 2012

January 2012							February 2012						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
						1			1	2	3	4	5
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9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29				
30	31												

	30 Monday	31 Tuesday	1 Wednesday	2 Thursday	3 Friday
			Heathrow Airport V Travel to Heathrow Travel to HoC for P Tour to the Nations VE/VB meeting	London Regional Rc Overspill/ Travel to CANCELLED - Simon Managing Director P Norwich Regional Tc Tourism Meeting (Meeting with CHX ;
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Weekly Comms Meetin SoS Office Jeremy Hunt Private	Weekly Arts/Philanthro SoS Office Jeremy Hunt Private			
10 ⁰⁰	Local TV/Comms Act M SoS Office, DCMS; Jerem	Jeremy Mayhew; 212	VE/VB meeting SoS Office Jeremy Hunt Office		Meeting w Treasury Jeremy Hu
11 ⁰⁰		Weekly Gambling Mtg Rm 217; PENROSEJ-PRV	Write Olympic Letter	Sport and racism cha Olympic Growth Call; S	JH and Chancellor HMT
12 ⁰⁰			PMQs	Meeting with Adam Sm	Meeting with SpAds; 2r Feedback from CHX me
13 ⁰⁰	Alex Dawson email			pm letter	
14 ⁰⁰		Discussion about 'Britis			Meeting with STAR o
15 ⁰⁰		FW meeting; By Adam;		Openreach cost bench	
16 ⁰⁰	oral questions	2017 Athletics Champic MINISTER FOR SPORT AT MINISTER FOR SPORT	Discussion on the Greer Don's Office, HoC SMITH, Adam	Weekly Cultural Olymp SoS Office, DCMS; Jere	Diamond Jubilee Briefi
17 ⁰⁰					
18 ⁰⁰		Channel 4 meeting wit Channel		Tax credit discussion;	Cricket nets
					19:00 - 20:00 Cricket team

06 February 2012 - 10 February 2012

February 2012							March 2012						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5				1	2	3	4
6	7	8	9	10	11	12	5	6	7	8	9	10	11
13	14	15	16	17	18	19	12	13	14	15	16	17	18
20	21	22	23	24	25	26	19	20	21	22	23	24	25
27	28	29					26	27	28	29	30	31	

	6 Monday	7 Tuesday	8 Wednesday	9 Thursday	10 Friday
	Capability Review - I		DCMS Oral Prep - C Tourism Manifesto HRH Prince of Wales	Constituency recess VE/domestic issues c VE/VB catch up GREAT Campaign U	
07 ⁰⁰					
08 ⁰⁰				Keep Clear for DCMS Oral Questions	
09 ⁰⁰	Weekly Comms Meeting SoS Office Jeremy Hunt Private				Scott and Francis - PRS;
10 ⁰⁰	Local TV/Comms Act M SoS Office, DCMS; Jerem		Meeting with Rob Wilsc		
11 ⁰⁰		Weekly G: Rm 217; PE Sir David M	Write Olympic Letter	School Gar	Weekly GC Rm 13 STEPHENS
12 ⁰⁰			PMQs		Football governance an
13 ⁰⁰				Addison Lee - Travel to	Lunch with SpAds Office Mishkin SMITH, Adam
14 ⁰⁰			Andrew Cooper - Racis Updated: Adam Smith/I	Ministerial Immigrations Meeting Home Office	
15 ⁰⁰	Alex Dawson email SoS and EV meeting with SoS Office, DCMS; Jerem	Chat with Paul Kirkman	Regular: DCMS Team M No 10 - vtbc Michael Lynas		
16 ⁰⁰					
17 ⁰⁰		Jubilee Catch Up; 2nd Fl	1922 Com Formal dis Room A, 1 VAIZEY, Ed	Weekly Cultural Olymp	
18 ⁰⁰				Tony Pilch and Matt Ro	

13 February 2012 - 17 February 2012

February 2012							March 2012							
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	
			1	2	3	4	5				1	2	3	4
6	7	8	9	10	11	12		5	6	7	8	9	10	11
13	14	15	16	17	18	19		12	13	14	15	16	17	18
20	21	22	23	24	25	26		19	20	21	22	23	24	25
27	28	29						26	27	28	29	30	31	

	13 Monday	14 Tuesday	15 Wednesday	16 Thursday	17 Friday
	From 9 Feb To 19 Feb Constituency recess				
	Updated: POSTPC	Weekly Arts/Philant		Tourism Meeting	
07:00					
08:00					
09:00	Weekly Comms Meeting 13.02.11 (PO) SoS Office Jeremy Hunt Private				
10:00	Local TV/Comms Act M SoS Office Jeremy Hunt Private Broadband Meeting 13 SoS Office, DCMS Jeremy Hunt Private	FA Premier No 10 - G3 Michael	FW: ON H Paul James O2 212 Michael		
11:00			Write Olympic Letter		
12:00			Nick Toon and Giles Wilkes Warner House, 98 Theobald's Road,	Dave Dyson, Canning F SoS Office, DCMS Jeremy Hunt Office	Meeting to discuss EH F
13:00	Alex Dawson email				Scotland tourism event
14:00					
15:00	John Armitt 1-2-1 and announcement/legacy summit		football summit		football meeting
16:00			Next 2 - 3	Phone call	
17:00					
18:00					Cricket nets
				19:00 - 20:00 Drink with Paul	

20 February 2012 - 24 February 2012

February 2012

Mo	Tu	We	Th	Fr	Sa	Su
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29				

March 2012

Mo	Tu	We	Th	Fr	Sa	Su
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

	20 Monday	21 Tuesday	22 Wednesday	23 Thursday	24 Friday
	CANCELLED - Greg (Mike Falvey Prese)	Weekly Arts/Philantl Weekly Gambling M Google meeting t	HO Inter-ministerial Meeting to discuss B Tourism Manifesto	David Wheeldon, I	LHR (10:20) to LAX Jas' Leaving Drinks;
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Weekly Comms Meeting; SoS Office Jeremy Hunt Private	Arts/Philanthropy Meet Hold for libraries discus	Inter-ministerial Olymp Home Office, 2 Marsham MINISTER FOR SPORT A	Read superfast cities documents	Monthly Appointments
10 ⁰⁰	Local TV/Comms Act M SoS Office, DCMS; Jerem Broadband Meeting 20 SoS Office, DCMS; Jerem	Updated: Weekly Olym	football email		
11 ⁰⁰		Lord Salisbury - Diamor		Weekly GC Rm 13 STEPHENS	Lord Moyn SoS Office;
12 ⁰⁰		Football/Discriminator	PMQs	Diamond Jubilee Last N	
13 ⁰⁰			Meeting with Officials t PCH - Atrium; PENROSE		
14 ⁰⁰				Weekly Cu SoS Office,	
15 ⁰⁰	Football G SoS Office, Jeremy Hur Alex Dawr	James Best, CAP - Adve Phone cal VE/VB catc		Coffee Ad 2-4 Cock S Wheeldon,	Meeting with Spad - Ur Room 41 TOWLER, Simon
16 ⁰⁰	Olympic Communicatio SoS Office, DCMS; Jerem	Meeting with Rohan - T 2ND Floor Meeting Room Jeremy Hunt Office		Theo Bertram of google 212	
17 ⁰⁰			Write Olympic Letter The contents of this appointment have been		
18 ⁰⁰		BRIT awards 2012 O2 arena			

27 February 2012 - 02 March 2012

February 2012							March 2012						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5			1	2	3	4	
6	7	8	9	10	11	12	5	6	7	8	9	10	11
13	14	15	16	17	18	19	12	13	14	15	16	17	18
20	21	22	23	24	25	26	19	20	21	22	23	24	25
27	28	29					26	27	28	29	30	31	

	27 Monday	28 Tuesday	29 Wednesday	1 Thursday	2 Friday
		Philanthropy Break Alex Mawer, VE and Weekly Arts/Philantl	HOLD for visit to Na HOLD for visit to W: HOLD for visit to W: Francis Maude p/call	Keep free for Moder Tourism Meeting (Birthday Lunch; vtbc Geoff Taylor - BPI; Paul Ruddock; SoS O Regional Tour to Scc
07 ⁰⁰					
08 ⁰⁰					
	Weekly Comms Meeting SoS Office Jeremy Hunt Private	Call alex	Meeting with Secretary SoS Office, DCMS; Jerem	Conf call with John Nag	
09 ⁰⁰	Local TV/Comms Act m SoS Office, DCMS; Jerem	Updated: C Ed v emai Room 110, Michael Lyr			ChX meeting - Broadb:
10 ⁰⁰	Broadband Meeting 27 SoS Office, DCMS; Jerem	Updated: Weekly Olym		Sam Foley - Money Talk	De-brief from ChX mee
11 ⁰⁰			Adam and Chat with	NEW TIME Weekly GC Rm 13; STE	Andrew Cecil of Amaz
12 ⁰⁰		BBC Meeting re Local T SoS Office, DCMS Jeremy Hunt Office	PMQs		
13 ⁰⁰				Updated: Meeting to di Small dining room, No 1	
	GREAT update with Cor SoS Office; Jeremy Hunt				
14 ⁰⁰		Dickie Jukes Call; He w	Hargreaves Roundtable with Rights Holders and Committee room 4, HoC VAIZEY, Ed		BDUK campaign discuss: 212; SMITH, Adam
	HMT New Funding Sett				
15 ⁰⁰	Alex Dawson email	Alex Mawer, VE and M& SoS Office, DCMS; Jerem	Coffee with Conor Burn		SoS Chancellor brief ch
		Carole Souter phone c			SpAds; Ri Phone cal
16 ⁰⁰	Transport DfT; Jerem School Gar 212 SMITH, Adz			Brandon Lewis MP (JH)	Call Geoff Taylor
		Meeting with Perm Se		Last Mile - Diamond Jul	
17 ⁰⁰			Write Olympic Letter		
18 ⁰⁰					

05 March 2012 - 09 March 2012

March 2012							April 2012							
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	
				1	2	3	4						1	
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19	20	21	22	23	24	25		16	17	18	19	20	21	22
26	27	28	29	30	31			23	24	25	26	27	28	29
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	5 Monday	6 Tuesday	7 Wednesday	8 Thursday	9 Friday
	Arts/Philanthropy Travel to DCMS Travel to JP Morgan Cancelled - PRS fo Legacy Fundraising Weekly Comms Mee Weekly Gambling M	Weekly Arts/Philantl Cancel - Arsenal v cancelled - Barbic	VE 20.12 Consumer Eoin Roddin - Urban Fortnightly Mee Tourism Manifesto Private Audience		Rio SpAds meeting; S1
07 ⁰⁰					Met at Rio Airport by Oliver Ballhatchet
08 ⁰⁰					
09 ⁰⁰				Olympics Note Dear colleague	
10 ⁰⁰		Travel Updated: Weekly Oly			Discussion with Oliver Consulate
11 ⁰⁰	Tax credit meeting; 212	Travel		Tim Luke geoff taylor	Tour of event venues with head of Consulate Comms Various
12 ⁰⁰			PMQs Mtg to discuss Liz For		
13 ⁰⁰	Alex Dawson email	Google - Matt Brittin - SoS Office; Jeremy Hunt Speak to JH about Brit			
14 ⁰⁰		Philip Rycroft, Hutchins 212	Travel Olive Letwin Meeting r Room 53a, Lower Minist		
15 ⁰⁰	VE/VB ahead of anno	Richard Dukes call - M	Travel	Travel to Heathrow - Bakerloo to Picadilly Circus. Picadilly line to terminal 4	Pick up Jeremy from airport with Oliver - Plane arrives 18.25
16 ⁰⁰	Conference Call with S Lord Salisbury and Micl	Library Catch-up; 212; S			
17 ⁰⁰	GREAT Launch: Australi	Dignitary Management	Weekly Cultural Olymp		
18 ⁰⁰			Write Olympic Letter	Depart London Heathrow 18:00 arrive Paris 20:10	
				20:30 - 23:00 Tranfer Fligh	00:00 - 06:35 Depart Paris
				23:20 - 00:00 Depart Paris	19:30 - 20:30 Transfer to
					20:30 - 00:00 GREAT Laun

12 March 2012 - 16 March 2012

March 2012							April 2012							
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	
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19	20	21	22	23	24	25		16	17	18	19	20	21	22
26	27	28	29	30	31			23	24	25	26	27	28	29
								30						

	12 Monday	13 Tuesday	14 Wednesday	15 Thursday	16 Friday
	Liz Forgan with EV and SoS; Weekly Comms Meeting 12.	Minister of State for NI Rt H	Naomi and Theo from Gc travel travel SoS Tourism Meeting; Norm Cancelled - National Hur Jimmy Wales - Wikipedi	JBD / PD LOCOG Monthly M Sophie and Dan of Chann Tourism Meeting (Fortnig JBD/PD Monthly Meetin	Accreditation and Guest of Brown Signs discussion with CEO John Cresswell of Ar Sue coming in with George; Leon Daniels (in Peter Hend Prep time for Google Rachel Whetstone of Googl Jeremy Darroch BSKyB - Ca Chris Woolard Call; he w
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰		Weekly Arts/Philanthropy Meeting 13.03.12 (NP) SoS Office, DCMS Jeremy Hunt Private	MPs and Peers meeting with Se SoS Office, DCMS Jeremy Hunt Office	Write Olympic Letter	
10 ⁰⁰			Geoff Taylor (BPI) - Comms Gre SoS Office, DCMS Jeremy Hunt Office	write olympic letter	Weekly GOE Directors Meeting Rm 13 STEPHENS JONATHAN
11 ⁰⁰		Updated: Weekly Olympic Stock No 10 3rd Floor meeting room	Jimmy Wales - Wikipedia - Com SoS Office, DCMS Jeremy Hunt Office		
			Oral questions		
12 ⁰⁰			PMQs	Budget and Finance Discussion SoS Office, DCMS; Jeremy Hunt O	
13 ⁰⁰		GREAT update with Conrad Bird SoS Office, DCMS Jeremy Hunt Office	Lord Black and Ed Taylor 212	Tom Mockeridge - News Intern SoS Office, DCMS Jeremy Hunt Office	
14 ⁰⁰		Claire Perry MP SoS Office, DCMS; Jeremy Hur	lunch		
		Weekly Gambling Mtg Rm 217 PENROSEJ-PRIVATE			
	Alex Dawson email				
15 ⁰⁰	Accreditation SoS Office OLDFIELD PAUL			Broadband discussion with Man 212, DCMS SMITH, Adam	
		Updated: Regular: DCMS Team Meetings No 10, 3rd floor meeting room Michael Lynas	BFI strategy discussion with offi 216; VAIZEY, Ed		
16 ⁰⁰				Jeremy Mayh Us to call Leveson discus 212 - SpAds roc	
17 ⁰⁰		Fred Michel 212	travel Lord Hunt - Independant Self R Committee Room 18 in Palace of Jeremy Hunt Office	BCC 2012 Annual Conference reception Central Hall, SW1H 9NH	
18 ⁰⁰					

19 March 2012 - 23 March 2012

March 2012

Mo	Tu	We	Th	Fr	Sa	Su
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26	27	28	29	30	31	

April 2012

Mo	Tu	We	Th	Fr	Sa	Su
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

	19 Monday	20 Tuesday	21 Wednesday	22 Thursday	23 Friday
		Updated: Weekly Olympi Weekly Arts/Philanthropy N Prep Time for Evidence Ses	Fortnightly Meeting Hold for Accreditation, Tick Hold for Accreditation, Tick School Games Meeting (RB) Tourism Manifesto Meeti		
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Weekly Comms Meeting 19.03.12 (PO) SoS Office Jeremy Hunt Private			Keep Clear	Monthly Appointments Discussi 212; SMITH, Adam
10 ⁰⁰		Laura Trott No.10 Travel Updated: Intr Small Dining R Laura Trott	Write Olympic Letter	DCMS Oral Questions	
11 ⁰⁰				Weekly GOE Directors Meeting Rm 13 STEPHENS J	
12 ⁰⁰		Torch Chat 212; SMITH, Adam	PMQs Budget Statement	Cultural Olym Committee Ro Jeremy Hunt C	Matt call Matt to ring
13 ⁰⁰					
14 ⁰⁰	Sports on Tax breaks for foreign players 212	USDAW Pre-Brief SoS Office, DCMS; Jeremy Hunt	GREAT Update with Conrad - Ja SoS Office, DCMS; Jeremy Hunt O	Weekly Gambling Mtg Rm 217 PENROSEJ-PRIVATE	
15 ⁰⁰	Alex Dawson email		Hold for Accreditation, Tickets, Dignitary Mgmt 33 BEETON JEREMY	Diary Meeting SoS Office; OLDFIELD PAUL	
16 ⁰⁰	SoS meeting with Julian Fellowe Committee Room 6 on the Comm Jeremy Hunt Office		Surrey Broadband Representati House of Commons - Laura locati Jeremy Hunt Office		
17 ⁰⁰					
18 ⁰⁰			Lord Black's report reception The Telegraph, 111 Buckinghar		

26 March 2012 - 30 March 2012

March 2012							April 2012						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3	4						1
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12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						

	26 Monday	27 Tuesday	28 Wednesday	29 Thursday	30 Friday
	1	Easter Recess To 15 Apr			
		Olympic honours (CJ); MI Weekly Arts/Philanthropy IV	PMQs travel travel Drink with Tony Pilch - 1	Tourism Meeting (Fortnig)	
07 ⁰⁰					
08 ⁰⁰		Pre meet Rm 13; STEPH	Meeting with I Rm 13, DCMS;		
09 ⁰⁰	Weekly Comms Meeting 26.03.12 (PO) SoS Office Jeremy Hunt Private				
		Olympic honours (CJ) MINISTER FOR SPORT AND OL	Call re: Leveson		
10 ⁰⁰				Ciaran and Craig from 212	No 10
		Updated: Weekly Olympic Stock Room 110, link door corridor, S		Weekly GOE Directors Meeting Rm 13 STEPHENS J	
11 ⁰⁰			Emma Wild - CBI 212	Accreditation & Dignitary Mgmt 34; BEETON JEREMY	
12 ⁰⁰					
				Lunch with Baroness Rawlings Peers entrance, House of Lords	
13 ⁰⁰		Endorsements	Write Olympic Letter		
14 ⁰⁰					
	briefing from HMT special advi W1, Westminster Hall VAIZEY, Ed				
15 ⁰⁰	Alex Dawson email		Adam Smith, DCMS, rm 216	Greg Dyke - BI rm 216, DCMS;	Meeting with SpAds 2nd; HOLNESS SHEREE
16 ⁰⁰			NCVO 212		Sheila Lawlor of POLITEIA call Phonecall 02077995034
17 ⁰⁰			Project Pinewood - Next Steps 212 - DCMS, 2-4 Cockspur Street SMITH, Adam		
				meeting with Dow Chemical (LI MINISTER FOR SPORT AND OLYM MINISTER FOR SPORT AND OLYM	
18 ⁰⁰		LOCOG catch-up with Paul Deighton, Jackie Brock-Doyle MINISTER FOR SPORT AND OLYMPICS OFFICE MINISTER FOR SPORT AND OLYM		Simon Johnson and Nick King d The Clarence	

**02 April 2012 -
06 April 2012**

April 2012							May 2012						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30													

	2 Monday	3 Tuesday	4 Wednesday	5 Thursday	6 Friday	
	From 27 Mar		Easter Recess			To 15 Apr
		Weekly Arts/Philanthropy I	Fortnightly Meeting v Tourism Manifesto Meeti			
07 ⁰⁰						
08 ⁰⁰						
09 ⁰⁰	Annual Leave	Annual Leave	Annual leave	Annual leave	Bank Holiday	
10 ⁰⁰						
11 ⁰⁰			Accreditation & Dignitary Mgmt 34 BEETON JEREM			
12 ⁰⁰						
13 ⁰⁰						
14 ⁰⁰						
15 ⁰⁰						
16 ⁰⁰						
17 ⁰⁰						
18 ⁰⁰						

**09 April 2012 -
13 April 2012**

April 2012							May 2012							
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	
						1			1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13	
9	10	11	12	13	14	15	14	15	16	17	18	19	20	
16	17	18	19	20	21	22	21	22	23	24	25	26	27	
23	24	25	26	27	28	29	28	29	30	31				
30														

	9 Monday	10 Tuesday	11 Wednesday	12 Thursday	13 Friday
	From 27 Mar Easter Recess To 15 Apr				
		Weekly Arts/Philanthropy I		Tourism Meeting (Fortniç)	Nick, Trevor, and Jo Wan
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰					Local TV/Comms Act Meeting - FRIDAY 13 APRIL SoS Office, DCMS Jeremy Hunt Office
10 ⁰⁰			Local government waste 212, DCMS; SMITH, Adam		Broadband Meeting (NP) SoS Office, DCMS Jeremy Hunt Office The contents of this appointme
11 ⁰⁰			Write Olympic Letter	Weekly GOE Directors Meeting Rm 13 STEPHENS JONATHAN	Weekly Olympic Stocktake (PO) SoS Office Jeremy Hunt Office
12 ⁰⁰			PMQs		
13 ⁰⁰					Arts/Philanthropy Meeting (NP) SoS Office, DCMS Jeremy Hunt Office The contents of this appointme
14 ⁰⁰				Local TV pre-meeting - earlier time 212 SMITH, Adam	
				Strategy discussion Spads office McGIBBON DONNA	
15 ⁰⁰	Alex Dawson email				
16 ⁰⁰			Ministerial attendance at Olymp MINISTER FOR SPORT AND OLYM		School Games Meeting (RB) SoS Office, DCMS Jeremy Hunt Office
17 ⁰⁰				Dinner with Simon Hill	
18 ⁰⁰					

16 April 2012 - 20 April 2012

April 2012							May 2012						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30													

	16 Monday	17 Tuesday	18 Wednesday	19 Thursday	20 Friday
			Cancelled - BACTA 2012 Cancelled - Enabling a di	Joel Reid, Akamai; 212	
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Weekly Comms Meeting (PO) SoS Office, DCMS Jeremy Hunt Office The contents of this appointment have been updated. Open this	Weekly Arts/Philanthropy Meeting 17.04.12 (NP) SoS Office, DCMS Jeremy Hunt Private	Fortnightly Meeting with MPs and Peers SoS Office Jeremy Hunt Private	FW: Accreditation - For those w	Olympic Actions Follow Up DCMS; Jeremy Hunt Office
10 ⁰⁰			Write Olympic Letter Tourism Manifesto Meeting (RB) SoS Office, DCMS Jeremy Hur		No 10
11 ⁰⁰		Updated: Weekly Olympic Stock No 10 RTBC; Simon King	plan b for gp write round = no second floor; PARKER WENDY	Weekly GOE Directors Meeting Rm 13 STEPHENS J	olympics meeting
12 ⁰⁰			PMQs	Louise McElvogue, convergence review Australia 212 JONES, Will	
13 ⁰⁰		FW: Meeting with Ladbrokes to Discuss Off shore Gambling Jobs 217 PENROSEJ-PRIVATE	PM note, green paper, charity tax	Three Room 15 Tourism Meeting SoS Office, DCMS Jeremy Hunt Office	
14 ⁰⁰		Telephone Call with Ian Living: SoS Office, DCMS; Jeremy Hunt	Christopher Woolard call he will call you direct		gerald howarth and reading
15 ⁰⁰	Alex Dawson email		FCO		
16 ⁰⁰		Stadium SpAds Office - 2nd Floor; OLDFIELD	Meeting with Nick Wilson - MD of Hewlett Packard UK and Ireland - Strategic Relationship W3 HoC Jeremy Hunt Office	Olympic Stadium - Next Steps Committee Room 7, Palace of We	
17 ⁰⁰	prep for The Times SoS office; Jeremy Hunt Office	Channel 4 Paralympics Reception to introduce House of Commons Jeremy Hunt Office		Green Paper Meeting Committee Room 7, HoC Jeremy Hunt Office	
18 ⁰⁰	FW: LOCOG Weekly with JBD/ PD SoS Office - DCMS Jeremy Hunt Office	DPM's philanthropy reception (KN/NP) Admiralty House Jeremy Hunt Office	Chelsea v Barcelona Stamford Bridge		Euston to Manchester

**23 April 2012 -
27 April 2012**

April 2012							May 2012							
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30														

	23 Monday	24 Tuesday	25 Wednesday	26 Thursday	27 Friday
					Updated: POSTPONED -
07 ⁰⁰					
08 ⁰⁰					
09 ⁰⁰	Weekly Comms Meeting (PO) SoS Office, DCMS Jeremy Hunt Office	Weekly Arts/Philanth Meeting SoS Office Jeremy Hunt P	Meeting with Secretary of State, EV, JP and HR SoS Office, DCMS Jeremy Hunt Office		
10 ⁰⁰	Local TV/Comms Act Meeting (NP) SoS Office, DCMS Jeremy Hunt Office		Write Olympic Letter	Tourism Meeting (Fortnightly) SoS Office Jeremy Hur	Appointments catch-up 212; SMITH, Adam
11 ⁰⁰	Broadband Meeting (NP) SoS Office, DCMS Jeremy Hunt Office	Updated: Weekly Olympic Stock No 10 RTBC; Simon King		Weekly Gambling PCH PENROSEJ-PRV	
	Prep time for Olympics SoS	Telephone Ca DCMS SoS off			
12 ⁰⁰	Weekly Olympic Stocktake (RB) SoS Office, DCMS Jeremy Hunt Office	Green Paper discussion (CW) 216, DCMS VAIZEY, Ed	PMQs	School Games Meeting (RB) SoS Office, DCMS Jeremy Hunt Office	
13 ⁰⁰				Sir Craig Reddie - confirmed Thatcher Room Portcullis House Jeremy Hunt Office	
14 ⁰⁰	Chat with Nick and Adam about SoS Office; Jeremy Hunt Office			Leon Daniels and Chris Allison re Central London Crowds Thatcher Room Portcullis House Jeremy Hunt Office	
15 ⁰⁰	Alex Dawson email			Olympic Actions Follow Up Thatcher Room Portcullis House;	
16 ⁰⁰	LOCOG weekly meeting with JBD and PD Canary Wharf Jeremy Hunt Office				
17 ⁰⁰	devoled spads chat				
18 ⁰⁰			Kip Meek		
		20:00 - 20:30 Football		19:00 - 21:00 Dinner with Andrew Smith - Pinewood(Soho House)	