

From: [REDACTED]

European Relations
09 March 2017

Minister for International Development & Europe

VISIT TO POLAND – 20 MARCH 2017

Purpose

1. To provide an update on plans for your visit to Warsaw on 20 March 2017.

Priority

2. Routine.

Background

3. [REDACTED] Officials have been working with the British Embassy in Warsaw to develop a short but targeted programme that will allow you to engage with the Polish government and key stakeholders based in Warsaw. This submission outlines proposed aims and objectives for your visit and suggested engagements for your programme.

Aims/Objectives

4. The overarching objective of the visit will be to undertake engagements to strengthen the bilateral relationship between Scotland and Poland and raise awareness on the proposals set out in Scotland's Place in Europe. In addition, officials are liaising with SDI to set up a meeting with prominent members of Global Scots. Particularly, the visit will seek to:

- **Strengthen diplomatic relations;** by meeting with two Ministers of the Polish Government and develop the multiple links between our countries further;
- **Raise awareness on Scotland's Place in Europe;** by explaining Scotland's position following the EU referendum;
- **Learn more about Poland's position on Brexit;** by discussing with one of the most prominent and reputable political think-tanks in Poland;
- **Engage with the Scottish diaspora and Scottish entrepreneurs doing business in Poland;** by meeting with members of GlobalScots;
- **Celebrate cultural ties;** by engaging with the Secretary of State for Culture and National Heritage.

3.

Programme

5. In line with these objectives, we suggest pursuing the following engagements for your programme:

Policy

- **Meeting with Mr Konrad Szymanski, Secretary of State for European Affairs;** to discuss bilateral relations between Scotland and Poland and Scotland's Place in Europe;
- **Meeting with Mr Jaroslaw Sellin, Secretary of State for Culture and National Heritage;** to discuss cultural links with Poland and praise the important contribution the large Polish community makes to Scottish society,
- **Meeting with Ms Sarah Tiffin, Deputy Head of Mission, British Embassy in Warsaw;** to learn more about the Embassy's current affairs and the UKTI's Central Europe Network supervised by the Embassy;

Commerce and Diaspora

- **Lunch/dinner with members of Global Scots;** to engage with the Scottish diaspora and build relations with Scottish companies doing business in Poland. SDI/DIT are looking to set up a meeting with one or more Global Scots.

Civil Society

- **Meeting with the Directors of the Polish Institute for International Affairs (PISM);** to talk about Scotland's Place in Europe and strengthen our understanding of Poland's reaction and approach to Brexit.

Media

- **Interviews with prominent newspapers;** Comms are liaising with the Embassy to target media interview requests;

A draft programme can be found at **Annex A**

Logistics

6. The date of the visit has been mainly dictated by the Polish Ministers' availability.

7. It is proposed that the Minister arrives in Warsaw in the evening of Sunday 19th March and departs in the early morning of Tuesday 21th March, allowing for one full day of business. Flight details can be found at **Annex B**.

Financial considerations

8. Costs of travel and accommodation for the supporting official [REDACTED] will be covered by the European Relations budget.

Conclusion

9. We would welcome your views on the draft programme.

Copy List:	For Action	For Comments	For Information		
			Portfolio Interest	Constit Interest	General Awareness
Minister for International Development and Europe	X				
Cabinet Secretary for Culture, Tourism & External Affairs			X		
Minister for UK Negotiations on Scotland's Place in Europe			X		

DG Strategy & Operations
[REDACTED]

DRAFT PROGRAMME

MONDAY 20 MARCH 2017

- 08:30** Breakfast briefing with Ms Sarah Tiffin, DHM Warsaw (confirmed)
- 10:30** Meeting with Konrad Szymanski, Secretary of State for European Affairs (confirmed)
- 12:00** Lunch with Global Scots (TBC)
- 14:00** Meeting with Jarosław Sellin, Secretary of State for Culture and National Heritage (confirmed)
- 15:00** Visit of Warsaw city centre with British Embassy staff
- 16:00** Roundtable at the Polish Institute for International Affairs (confirmed)
- 17:30** Media interviews (TBC)

Officials are still working on further engagements. Possibly a dinner with members of “Scots in Poland”, an association promoting Scottish culture and supporting charitable causes in Poland.

We are also in the process of making contact with the British Council in Warsaw.

LOGISTICS

Outbound

Sunday 19th March

Depart	Edinburgh	19:15
Arrive	Warsaw Modlin	23:10

2.55 h

Return

Tuesday 21st March

Depart	Warsaw Chopin	08:00
Arrive	Glasgow Int.	09:55

2.55 h

From: [REDACTED]
Sent: 21 March 2017 07:22
To: [REDACTED]
Cc: [REDACTED]
Subject: Re: Briefing Pack - Dr Allan's visit to Poland - 19-21 March 2017

[REDACTED]

Visit went well - could u ask Embassy for a readout of press response this morning from both the on camera, radio and press interviews

Thanks

[REDACTED]

From: [REDACTED]
Sent: 20 March 2017 09:10
To: Minister for International Development and Europe
Cc: [REDACTED]
Subject: IMMEDIATE: Poland visit - media coverage

[REDACTED]

Extensive coverage of Dr Allan's visit running in Polish media this morning.

<http://www.tvn24.pl/wiadomosci-ze-swiata,2/aldasair-allan-z-wizyta-w-polsce,724980.html>

<http://fakty.interia.pl/polska/news-szkocki-minister-jestesmy-szczesliwi-bedac-domem-dla-wielu-p,nld,2370938>

<http://biznes.onet.pl/wiadomosci/ue/szkocja-a-brexite-chcemy-aby-polacy-zostali/ctchvt>

<http://wpolityce.pl/swiat/332138-szkocki-minister-ds-europejskich-w-warszawie-szkocja-jest-szczesliwa-mogac-stac-sie-domem-dla-wielu-ludzi-z-polski>

http://londynek.net/wiadomosci/Szkocki+minister+Jestesmy+szczesliwi+bedac+domem+dla+wielu+Polakow+wiadomosci+news,/wiadomosci/article?idnews_id=43129

Jakub's original copy, filed for the Polish News Agency, is attached. Perhaps British Embassy in Warsaw could provide a summary of the article's main points.

[REDACTED]

[REDACTED]

Communications Tourism, Culture and External Affairs
The Scottish Government

[REDACTED]

From: [REDACTED]

Sent: 17 March 2017 16:03

To: Minister for International Development and Europe

Cc: Cabinet Secretary for Culture, Tourism and External Affairs; Minister for UK Negotiations on Scotland's Place in Europe; [REDACTED]

Subject: RE: IMMEDIATE: Poland visit - interview bid + twitter timeline.

[REDACTED]

Another one.

Agnieszka Lichnerowicz of TOK FM radio(Poland's equivalent of BBC Radio 4/5 Live is keen to do an interview as well). This is one of Poland's top stations. For the day, just in case there are any problems, the reporter's mobile is [REDACTED].

I have suggested 10.30am at the hotel, immediately after the interview with Bartosz. I've passed [REDACTED] number to her.

Content?

[REDACTED]

From: [REDACTED]

Sent: 17 March 2017 14:27

To: Minister for International Development and Europe

Cc: Cabinet Secretary for Culture, Tourism and External Affairs; Minister for UK Negotiations on Scotland's Place in Europe; [REDACTED]

Subject: IMMEDIATE: Poland visit - interview bid Polish News Agency

[REDACTED]

The Polish Press Agency has requested an interview for Monday afternoon, on camera in Warsaw. This would be to sum up the visit & again on some of general issues concerning the proposed referendum in Scotland. It will be conducted by the video desk in Warsaw, Agata Jablonska is the editor, and Lukasz Osinski is the reporter.

Could you please suggest a time for the interview,which will be held at the hotel.

[REDACTED]

From: [REDACTED]
Sent: 17 March 2017 11:23
To: [REDACTED]
Cc: [REDACTED]
Subject: Marek Ziółkowski

[REDACTED]

Best,

[REDACTED]

[REDACTED] **British Embassy Warsaw** | Kawalerii 12, 00-468 Warsaw, Poland |
[REDACTED]

From: [REDACTED]
Sent: 17 March 2017 10:57
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Dr Allan visit

[REDACTED],

Two Ministerial interviews planned for today, they will run on Monday morning:
Polish Press Agency + face to face with [REDACTED], the UK correspondent for
Polish National Radio (Polskie Radio).

In Warsaw, not yet confirmed, but possible interview with the foreign editor at Gazeta
Wyborcza. There's also some interest in TOK FM (Poland's equivalent of BBC
Radio 4 or 5 Live), and TVP Info (public broadcaster), but no confirmations yet.

[REDACTED]

[REDACTED]
Senior Media Manager
Communications Tourism, Culture and External Affairs
The Scottish Government
[REDACTED]

From: [REDACTED]
Sent: 17 March 2017 10:52
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Dr Allan visit

[REDACTED],

Thanks for your email. I have a meeting at 11:30, should be done in one hour at
most. Will call you straight after that if it's ok.

Re interviews, I am copying [REDACTED] – Senior Media Manager – in this email. He will be able to provide you with more detail info

[REDACTED] | Scottish Government | Victoria Quay (2H-North) | Edinburgh | EH6 6QQ

[REDACTED]

From: [REDACTED]

Sent: 17 March 2017 09:27

To: [REDACTED]

Subject: Dr Allan visit

[REDACTED]

A few more updates:

- [REDACTED] would also like to attend the 09:45 briefing. I'd suggest that this is slightly late for breakfast – would it be agreeable for Dr Allan, [REDACTED] to have breakfast before we meet and then just have coffee at the 09:45 meeting?
- We really need to know what the plan is for media interviews – do you have any details?

If you're around this morning, it might be helpful for us to go point-by-point through the visit to make sure we have every detail covered.

Best,

[REDACTED]

[REDACTED] | [British Embassy Warsaw](#) | Kawalerii 12, 00-468 Warsaw, Poland | [REDACTED]

From: [REDACTED]

Sent: 16 March 2017 19:50

To: Minister for International Development and Europe

Cc: Cabinet Secretary for Culture, Tourism and External Affairs; Minister for UK Negotiations on Scotland's Place in Europe; [REDACTED]

Subject: IMMEDIATE: Interview bid - Polish National Radio - Dr Allan's visit to Poland - 20 March 2017

[REDACTED]

POLAND VISIT

Adam Dabrowski is the UK correspondent for Polish National Radio (Polskie Radio), the state-owned national publicly funded radio broadcasting organisation.

He is in Edinburgh until tomorrow evening and wishes to interview the Minister at 2.30pm in the Scottish Parliament.

Is Dr Allan content?

[REDACTED]

From: **[REDACTED] On Behalf Of** Minister for International Development and Europe
Sent: 16 March 2017 16:33
To: **[REDACTED]** Minister for International Development and Europe
Cc: Cabinet Secretary for Culture, Tourism and External Affairs; Minister for UK Negotiations on Scotland's Place in Europe; **[REDACTED]**
Subject: RE: IMMEDIATE: Interview bid - Polish Press Agency - Dr Allan's visit to Poland - 20 March 2017

[REDACTED],

As we discussed in the meeting – Dr Allan content to take on bid tomorrow afternoon. Think best time for call would be between noon and 4pm.

Regards

[REDACTED] Office of **Fiona Hyslop, Cabinet Secretary for Culture, Tourism and External Affairs**
[REDACTED]

From: **[REDACTED]**
Sent: 16 March 2017 13:07
To: **[REDACTED]**
Subject: RE: Dr Allan meeting with Deputy Minister Marek Ziolkowski

Re the meeting with minister Ziolkowski, I am waiting for the confirmation whether it will be at Szucha 21 or Szucha 23

Re the breakfast, it is buffet breakfast and it is served until 1030. The table is booked for 5 at 0945. Could you please let me know about the payment for non-guests? I would need to confirm it.

Thanks,

[REDACTED]

[REDACTED] | **Bilateral, Internal and Communications Section | British Embassy Warsaw**
| ul. Kawalerii 12 | 00 - 468 Warsaw | Poland | **[REDACTED]**

From: [REDACTED]
Sent: 16 March 2017 13:23
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Dr Allan meeting with Deputy Minister Marek Ziolkowski

That's smashing [REDACTED], thanks very much for confirming this. I would leave lunch at 12noon. They will be happy to wait 5-10 mins should that be the case.

Is the meeting with Mr Ziolkowski going to be held at: ?

*Ministry of Foreign Affairs
Al. J. Ch. Szucha 21
00-580 Warsaw*

(glass building)

Can we postpone the breakfast briefing with Ms Tiffin to 09:45? Are we sure they still serve breakfast at that time?

Cheers
[REDACTED]

[REDACTED] | European Relations | Scottish Government | Victoria Quay (2H-North)
| Edinburgh | EH6 6QQ
[REDACTED]

From: [REDACTED]
Sent: 16 March 2017 12:17
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: Dr Allan meeting with Deputy Minister Marek Ziolkowski

Sorry, more like a 5 minute drive with moderate traffic...

From: [REDACTED]
Sent: 16 March 2017 12:14
To: [REDACTED]
Cc: [REDACTED]
Subject: Dr Allan meeting with Deputy Minister Marek Ziolkowski

[REDACTED]
I'm happy to confirm the meeting with USoS Marek Ziolkowski at 11:00-11:45 on Monday.

Assuming the meeting doesn't overrun, it should be a 10 minute drive to the restaurant for lunch so there shouldn't be any need to reschedule that, although you could suggest pushing it back to 12:15 if you want to be on the safe side.

Please let us know how Dr Allan would like to rearrange the morning schedule for this new meeting. It still might make sense to meet with DHM Sarah Tiffin immediately before (at 10:00, for instance) and travel to the MFA together, but I'll need to check her diary.

Best,

[REDACTED]

[REDACTED] | [British Embassy Warsaw](#) | Kawalerii 12, 00-468 Warsaw, Poland |
[REDACTED]

From: [REDACTED]
Sent: 15 March 2017 16:08
To: [REDACTED]
Cc: [REDACTED]
Subject: Minsiter Allan's Poland visit

[REDACTED]

Wanted to give you an update before we close for the day. MFA are still looking at whether an alternative deputy foreign minister will be available on Monday but can't give us a final answer just now. They hope to be able to let us know tomorrow morning. We will pass that on as soon as we know.

[REDACTED]

From: [REDACTED]
Sent: 15 March 2017 14:33
To: [REDACTED]
Subject: RE: Poland - Briefing Pack for Dr Allan's Visit - 19-21 March 2017

Have tracked my changes and comments in - shouldn't be much - doc should be released again

[REDACTED]

Good to go once these changes are made - I won't have a chance to look at it again

[REDACTED]
Head of European Relations
Scottish Government
Area 2 H North
Victoria Quay
Edinburgh
EH6 6QQ
[REDACTED]

From: [REDACTED]
Sent: 14 March 2017 14:18
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Poland background information

Re the breakfast, there are 2 options:

- 1) Breakfast in the club area on 5th floor (extra 85 PLN for breakfast for non-guest)
- 2) Breakfast in open hotel restaurant (extra 85 PLN for breakfast for non-guest) with booked table

Please confirm whether breakfast would be only for Dr Allan and Ms Tiffin or more guests? For option 2, we would need to confirm time. 08:45?

[REDACTED]

[REDACTED] | British Embassy Warsaw
| ul. Kawalerii 12 | 00 - 468 Warsaw | Poland | [REDACTED]

From: [REDACTED]
Sent: 14 March 2017 14:46
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Poland background information

Thanks [REDACTED]. I will speak with the Minister's Office and advise.

You don't really need to be an expert! As long as you point them in the right direction and make sure they don't get lost and can get back to the car, that's everything I ask. Do you have some background info on Warsaw's Old town off the shelf?

Re the breakfast briefing, would it be possible to ensure that the meeting between Dr Allan and Ms Tiffin takes place in a quiet area of the hotel? Possibly a meeting room but if you think they would charge us for that then a reserved area of the breakfast room/bar will do.

[REDACTED]

[REDACTED] | European Relations | Scottish Government | Victoria Quay (2H-North)
| Edinburgh | EH6 6QQ
[REDACTED]

From: [REDACTED]
Sent: 14 March 2017 13:22
To [REDACTED]
Cc: [REDACTED]
Subject: RE: Poland background information

[REDACTED],

Best,

[REDACTED] | Foreign and Security Policy Officer | **British Embassy Warsaw** | Kawalerii 12, 00-468 Warsaw, Poland | [REDACTED]

From: [REDACTED]
Sent: 14 March 2017 14:02
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Poland background information

That's fine [REDACTED], thanks very much for this. I think it would very reasonable and much easier if interviews were set up at the hotel. I have already advised colleagues in Comms.

[REDACTED]

We also have a wee gap after the meeting with Sos for FA and before lunch. Suggestions? Happy to leave it like that if it becomes too difficult. Don't want to cram too much staff and transfers in the programme.

Cheers

[REDACTED]

[REDACTED] | European Relations | Scottish Government | Victoria Quay (2H-North) | Edinburgh | EH6 6QQ
[REDACTED]

From: [REDACTED]
Sent: 14 March 2017 12:54
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: Poland background information

[REDACTED]

Re the embassy vehicle and the schedule, I just wanted to let you know that the driver would need to finish and leave the car at the Embassy by 6 pm so if you would have any interviews after 1715, maybe it would be good to arrange it at the hotel.

Re Dyspensa - a table for 6 booked on British Embassy

Following the programme, I understand that you do not need a guide, that's right?

Thanks,

[REDACTED] | Bilateral, Internal and Communications Section | British Embassy Warsaw
| ul. Kawalerii 12 | 00 - 468 Warsaw | Poland **[REDACTED]**

From: [REDACTED]
Sent: 14 March 2017 11:28
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: Poland background information

Better if I attach the file

[REDACTED] | European Relations | Scottish Government | Victoria Quay (2H-North)
| Edinburgh | EH6 6QQ
[REDACTED]

From: [REDACTED]
Sent: 14 March 2017 10:27
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Poland background information

[REDACTED]

Please find attached draft programme. I am trying to get hold of Comms to see whether they have been able to schedule interviews. I will advise asap.

If you could recommend a restaurant for the lunch meeting it would be very useful. For dinner, I am not yet sure whether you will have engagements or not. Regardless, I was thinking of a meal at the hotel since the Minister will have a very early start on Tuesday. Would that be reasonable in your opinion?

Re Embassy car. Two questions:

- Can you please confirm there will be space for **[REDACTED]** and **[REDACTED]**;
 - Our last engagement is meant to end at 17:15 (pending more info on interviews).
- Would it be possible to arrange a transfer back to the hotel?

Happy to discuss

Cheers

[REDACTED]

[REDACTED] | European Relations | Scottish Government | Victoria Quay (2H-North)
| Edinburgh | EH6 6QQ
[REDACTED]

From: [REDACTED]
Sent: 13 March 2017 10:28
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Poland background information

Thanks [REDACTED], we have just received confirmation that Globalscot Paul Gogolinski will be available to meet with Dr Allan on Monday 20th March. I will need to get back to you about timing for this meeting. we have requested either a lunch or dinner engagement. [REDACTED] is unfortunately out of the country and unavailable, still waiting to hear back from [REDACTED]. I will update you when I know more.

Will you require briefing for this meeting – I can get our teams to pull information together for Paul Gogolinski

With regard to the FCO email below – I have asked for our Dusseldorf office to comment since they have the relationships with Poland. I will share this when received.

Regards

[REDACTED]

Engagement Partner, EMEA Region, International Visits Programmes

[REDACTED] Scottish Enterprise | www.scottish-enterprise.com

Scottish Development International | www.sdi.co.uk



[Follow Scottish Enterprise on LinkedIn](#)

[Follow Scottish Development International on LinkedIn](#)

From: [REDACTED]
Sent: 10 March 2017 17:21
To: [REDACTED]
Subject: FW: Poland background information

[REDACTED]

The British Embassy in Warsaw has provided me with contact details of business people Dr Allan could meet with during his visit to Poland. Please see below. Don't want to tread on your toes so I haven't contacted them yet. Grateful if you could advise on whether it would be useful and desirable to set up meetings with these people.

This is how our programme looks like at the moment:

08:40 Breakfast briefing with Ms Sarah Tiffin, DHM Warsaw (confirmed)

10:00 Meeting with Konrad Szymanski, Secretary of State for European Affairs (confirmed)

GAP

14:00 Meeting with Jarosław Sellin, Secretary of State for Culture and National Heritage (confirmed)

15:00 Visit of Warsaw city centre with British Embassy staff

16:00 Roundtable at the Polish Institute for International Affairs (confirmed)

GAP

In order to fill those gaps we are considering: Media interviews, Global Scots, Meetings with Business People, British Council

[REDACTED]

From: [REDACTED]
Sent: 10 March 2017 16:12
To: [REDACTED]
Subject: RE: Odp.: Scottish Government - Visit to Warsaw

Dear [REDACTED],

I believe that a 1h15m meeting will be optimal.

As far as the attendees are concerned, I can confirm that both Dr. Dębski and I will be present in the meeting. We will most likely be joined by no more than two of PISM researchers dealing with European affairs, depending on their availability on this day (it already looks like it is going to be a pretty hectic beginning of the week for us here at PISM)— I will only be able to provide you with names on Friday, March 17. I hope that does not create any problems on your side.

As far as your POC is concerned, please reach out to me directly with any queries on the day of the meeting. My cell phone number is [REDACTED]

Thank you.

[REDACTED]

From: [REDACTED]
Sent: Thursday, March 09, 2017 3:55 PM
To: [REDACTED]
Subject: RE: Odp.: Scottish Government - Visit to Warsaw

[REDACTED],

Thank you very much for your email and for your kind help with organising this meeting. Very much appreciated indeed.

I would be grateful if you could provide me with a full list of attendees at the meeting so that I can brief Dr Allan and include biographies in our information pack.

Shall we schedule a 16:00-17:15 meeting?

Also, can you please send me contact details (especially phone number) of a person who will be available on the day and we could contact should we need any information?

Thanks again for your help

[REDACTED]

[REDACTED] | European Relations | Scottish Government | Victoria Quay (2H-North) |
Edinburgh | EH6 6QQ
[REDACTED]

From: [REDACTED]
Sent: 09 March 2017 14:43
To: [REDACTED]
Subject: RE: Odp.: Scottish Government - Visit to Warsaw

Dear Mr. [REDACTED],

Excellent, I believe I have a full picture at this point.

There will be ample time for Dr. Allan to transfer from the Ministry of Culture to the Institute (we are located [here](#)). It's a 10-15 minute drive, even during the rush hour.

PISM's director, [Dr. Sławomir Dębski](#), will host the meeting. He will be accompanied by two or three experts covering the issues of interest to Dr. Allan, including myself.

I am standing by should you have additional questions concerning our meeting.

Cordially,

[REDACTED]

From: [REDACTED]
Sent: 09 March 2017 10:16
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Dr Allan visit to Warsaw

Dear [REDACTED],

[REDACTED] out of office today due to other duties, and she has some of the key answers to these questions. Hopefully she'll be able to give you responses tomorrow if that's ok.

For now:

- Glad to hear you're in touch with PISM directly – hopefully they'll arrange something interesting.

I am 90% sure (but **[REDACTED]** will have to confirm) that the meetings will be in the main buildings of the MFA and MCNH, as this is the usual protocol. These are at **al. J. Ch. Szucha 23, 00-580 Warsaw** and **ul. Krakowskie Przedmieście 15/17 00-071 Warsaw** respectively. They're not next door – probably a 10/15 minute drive between them. However, PISM is not far from the MCNH. Depending on schedule, the gap between meeting with Mr Sellin and PISM could be a good chance to briefly see the Old Town – just a suggestion if this is Dr Allan's first visit to Warsaw.

- Mr Szymanski's official biography can be found here: http://www.msz.gov.pl/en/ministry/senior_officials/konrad_szynanski/
- Mr Sellin's official biography can be found here (unfortunately it seems only to be available in Polish): <http://www.mkidn.gov.pl/pages/strona-glowna/ministerstwo/kierownictwo/jaroslaw-sellin.php>
- I'll see what country background information we're cleared to share with you and provide this with Joanna's other info tomorrow.

Best,

[REDACTED]

From[REDACTED]

Sent: 08 March 2017 17:41

To: [REDACTED]

Cc: [REDACTED]

Subject: RE: Dr Allan visit to Warsaw

[REDACTED]

Just a quick note to flag up some developments around Dr Allan's visit:

- PISM has been in touch offering a meeting at 16:00 on Monday 20 March. This would suits us but I have asked them to provide more info as to where the meeting would be held and who would attend.

- I understand our Comms&Media office has tried to contact you. They would be grateful for your help in targeting possible media interview requests.

- Hotels. **[REDACTED]** mentioned you might be able to secure a special rate at both the Sheraton and the Regent. Grateful if you could confirm how much this would be.

- Car. Dr Allan's office confirmed renting an embassy car would be an ideal solution. Can you please send me a quote?

- As I mentioned in a previous email, Dr Allan will be accompanied by two officials. His PS and **[REDACTED]**, Head of European Relations.

- Can you please send me exact location of the buildings where the two ministerial meetings will be held?

- Would you also be able to provide country profile and background info on Poland so that I can include them in my briefing?

Very happy to discuss and grateful for your help.

Best

[REDACTED]

[REDACTED] | European Relations | Scottish Government | Victoria Quay (2H-North)
| Edinburgh | EH6 6QQ

[REDACTED]

From: **[REDACTED]**

Sent: 08 March 2017 15:47

To: **[REDACTED]**

Subject: RE: Odp.: Scottish Government - Visit to Warsaw

Dear Mr. **[REDACTED]**,

Thank you for your e-mail.

Polish Institute of International Affairs will be delighted to host Dr Allan for a discussion during his stay in Warsaw.

If possible, could you please describe in greater details Dr Allan's areas of interest? Who will Dr Allan be accompanied by?

As far as the timing is concerned, our preference is for an afternoon meeting. Would 16:00 work for Dr Allan?

Thank you.

[REDACTED]

Polish Institute of International Affairs

From: **[REDACTED]**

Sent: Wednesday, March 08, 2017 3:02 PM

To: Sekretariat PISM

Subject: Scottish Government - Visit to Warsaw

Dear **[REDACTED]**,

It was nice to talk to you a few minutes ago.

As I mentioned, Dr Alasdair Allan – Minister for International Development and Europe – is visiting Poland on Monday 20 March 2017. The British Embassy in Warsaw, which is helping up organise the above visit, dropped you an email a few

days ago asking whether it would be possible to set up a roundtable/meeting between our Minister and your directors. We are mainly interested in discussing issues revolving around European Affairs and the multiple links between Scotland and Poland.

At the moment, we have two main windows in our programme:

- lunch time, roughly 11:00 – 13:30
- afternoon, after 15:00

I would be grateful if you could let me know whether your directors/senior members are available and interested in meeting with our Minister.

An early response would be very much appreciated. Please do not hesitate to contact me should you need any further details.

Kind Regards
[REDACTED]

| European Relations | Scottish Government | Victoria Quay (2H-North) | Edinburgh | EH6 6QQ
[REDACTED]

From: **[REDACTED]**
Sent: 08 March 2017 10:50
To: **[REDACTED]**
Subject: Dr Allan visit to Warsaw

[REDACTED]

I'm happy to report that our DHM Sarah Tiffin will be glad to schedule a breakfast meeting with Dr Allan on the morning of 20th March – we suggest doing so at the hotel if that suits you.

The DHM will also attend Dr Allan's meetings with Mr Szymanski and Mr Sellin, so they could head to the first meeting together straight after breakfast.

Please let me know about any other details (transport plans, delegation size, media engagement plans, etc.) as soon as you're able.

Best,

[REDACTED]
| Foreign and Security Policy Officer | **British Embassy Warsaw** | Kawalerii 12, 00-468 Warsaw, Poland | **[REDACTED]**

From: [REDACTED]
Sent: 07 March 2017 17:06
To: [REDACTED]
Cc: [REDACTED]
Subject: Dr Allan visit to Warsaw - logistics

Hi [REDACTED],

Further to our phone call earlier, I have a couple of details for you (others will need more clarification at our end and I'll get them to you soon).

Recommended Hotels:

- Sheraton (Embassy marker hotel)
- Regent Warsaw Hotel (Embassy marker hotel)
- Hotel Bristol
- Mercure Grand Krucza
- Intercontinental

On balance, both the Sheraton and Regent are a good location for meetings (fairly close to the Embassy but also other central venues) and should be relatively quick to get to the airport on the morning of 21st. The Bristol is very close to the Ministry of Culture and the Old Town but is the most expensive in Warsaw.

Transport:

- Depending on availability, it might be possible for you to hire an Embassy car. However, the Embassy would have to charge for this use. Please let me know ASAP if you'd like to go for this option so I can try to arrange it.
- If not, we could look into car hire companies etc. as an alternative.

Other Think Tanks:

- Polityka Insight
- European Council on Foreign Relations (Piotr Buras)
- Malgorzta Binkowska from "Think Tank" (that is the think tank's actual name)
- Institute of Public Affairs (ISP)

How many people are due to be in Dr Allan's delegation in total?

Best,

[REDACTED]

| Foreign and Security Policy Officer | [British Embassy Warsaw](#) | Kawalerii 12, 00-468 Warsaw, Poland [REDACTED]

From: [REDACTED]
Sent: 06 March 2017 12:31
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Minister Allan's visit to Warsaw

Dear [REDACTED]

I hope this find you well.

We have now looked at the agenda and availability for the week beginning 20 March. Unfortunately we are not in luck. None of our most senior staff, the Vice- Rector included, will be here that week. The problem is that we are running four study trips throughout the week and the Vice-Rector, key staff and Professors will be accompanying these trips, whilst also carrying high level meetings in the various host countries. Thus we would not be able to offer the Minister a meeting at a level commensurate with his seniority.

I am very sorry for this response, because we would very much have liked to host the Minister at the campus.

All best wishes

[REDACTED]

College of Europe | Natolin Campus
Communications and Recruitment Office

[REDACTED]



From: [REDACTED]
Sent: Thursday, March 02, 2017 2:40 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Minister Allan's visit to Warsaw

Thanks very much [REDACTED]. Please let me know if you need any further details

[REDACTED]
| European Relations | Scottish Government | Victoria Quay (2H-North) | Edinburgh | EH6
6QQ
[REDACTED]

From: [REDACTED] On Behalf Of Minister for International Development and Europe
Sent: 03 March 2017 12:22
To: [REDACTED] Minister for International Development and Europe
Cc: [REDACTED]
Subject: RE: Visit to Poland



Hi [REDACTED],

The Minister would be happy for you to look an industry type dinner with Global Scots.

Re flights, can I just check that you are aware that it's different airports to get the direct flights to and from Warsaw and that you are OK with this?

The inbound flight is to Modlin airport (35 mins for centre of Warsaw) and the outbound flight is from Chopin airport, which I believe is the main airport – assume that's all fine?

[REDACTED]
Office of Dr Alasdair Allan, MSP, Minister for International Development and Europe

 Scottish Government, Room 2N.15, St Andrew's House, Regent Road, Edinburgh, EH1 3DG |  0131 244 5618 |  MinisterIDE@gov.scot | www.gov.scot

From: [REDACTED]
Sent: 02 March 2017 15:39
To: Minister for International Development and Europe
Subject: RE: Visit to Poland

Thanks [REDACTED],

It's good to see that pieces are finally falling into place.

Re the afternoon of Monday 20 March, I am working on a possible roundtable at the Polish Institute of International Affairs, a reputable think-tank based in Warsaw. Assuming that goes ahead, would you say that we should try to set up other meetings (e.g. dinner with one or more GlobalScots) or would the Minister be happy with some free time in Warsaw?

Cheers
[REDACTED]

[REDACTED]
| European Relations | Scottish Government | Victoria Quay (2H-North) | Edinburgh | EH6 6QQ
[REDACTED]

From: [REDACTED]
Sent: 02 March 2017 13:38
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Minister Allan's visit to Warsaw

Hi Francesco

Thanks very much for the message and the proposed programme.

Apologies for my slow reply, but the last two days have been dominated by a huge international conference on Ukraine and visits from various dignitaries.

I am meeting with colleagues tomorrow afternoon to discuss upcoming events. Minister Allan's visit will be one of our priorities. So I will be back to you tomorrow with our proposal based on your suggestion.

All best wishes

[REDACTED]

College of Europe I Natolin Campus
Communications and Recruitment Office

[REDACTED]



From: [REDACTED]
Sent: Wednesday, March 01, 2017 3:59 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Minister Allan's visit to Warsaw

Hi [REDACTED],

I am sorry to trouble you again. Dr Allan's office has chased me up and asked to advise on what engagements we have been able to secure for his visit to Poland. They are keen to book the Minister's travels asap. I was wondering whether you could give me an initial steer as to whether the roundtable and lunch at your College is still an option. Would there be enough people around?

Please see below how our (very) draft programme for 20 March looks like. Just so that you have an idea of potential timings.

- 10:00 Meeting with Mr Szymanski, Secretary of State for European Affairs (tbc)
- 11:30 Roundtable and lunch at the College of Europe (tbc)
- 14:00 Meeting with Mr Sellin, Secretary of State for Culture and National Heritage (confirmed)

Happy to discuss

Best

[REDACTED]

[REDACTED]

| European Relations | Scottish Government | Victoria Quay (2H-North) | Edinburgh | EH6 6QQ

[REDACTED]

From: [REDACTED] **On Behalf Of** Minister for International Development and Europe

Sent: 01 March 2017 15:31

To: [REDACTED] Minister for International Development and Europe

Cc: [REDACTED]

Subject: RE: Visit to Poland

Thanks [REDACTED]. On the basis that your key mtg is now confirmed, I think we can go ahead and book flights, once the Minister has OK's the below outline of programme! Good work!

[REDACTED]

Office of Dr Alasdair Allan, MSP, Minister for International Development and Europe



Scottish Government, Room 2N.15, St Andrew's House, Regent Road, Edinburgh, EH1 3DG I



[REDACTED]

From: [REDACTED]

Sent: 01 March 2017 14:48

To: Minister for International Development and Europe

Cc: [REDACTED]

Subject: RE: Visit to Poland

Hi [REDACTED],

I have just had a phone call with the Embassy in Warsaw and told them we are keen to book flights asap. They are tangled up in the organisation of a major conference which will take place next week and are a bit slow in getting back to me.

I asked them to chase Minister Szymanski's office (Secretary of State for European Affairs) and advise whether the meeting is going to happen. [REDACTED]

19-21 March is the only option on the table at the moment. When are you looking to book the Minister's flights by? I am quite keen to hammer this down too, to be honest.

Please find below a (very) draft programme for Monday 20 March.

- 09:00 Breakfast meeting with Mr Jonathan Knott, British Ambassador to Poland

- 10:00 Meeting with Mr Szymanski, Secretary of State for European Affairs
- 11:30 Roundtable and lunch at the College of Europe
- 14:00 Meeting with Mr Sellin, Secretary of State for Culture and National Heritage (confirmed)

- possible meetings with GlobalScots or other Warsaw-based think-tanks

Happy to discuss and to provide briefing by 15 March.

[REDACTED]

[REDACTED]

| European Relations | Scottish Government | Victoria Quay (2H-North) | Edinburgh | EH6 6QQ

[REDACTED]

From: **[REDACTED] On Behalf Of** Minister for International Development and Europe

Sent: 01 March 2017 14:09

To: **[REDACTED]** Minister for International Development and Europe

Cc: **[REDACTED]**

Subject: RE: Visit to Poland

Hi **[REDACTED]**,

Given limited flight options for the Poland trip, I wonder if we are confident enough with the dates 19-21st March so I can go ahead and book the Minister's travel?

In terms of a draft programme and briefing which will follow that, would you be in a position to provide a draft programme say by Wednesday next week (8 March), with briefing to following the following week (15 March), with a view to a pre-brief being arranged on Thursday 16th?

Happy to discuss.

Many Thanks

[REDACTED]

[REDACTED]

Office of Dr Alasdair Allan, MSP, Minister for International Development and Europe

 Scottish Government, Room 2N.15, St Andrew's House, Regent Road, Edinburgh, EH1 3DG I

 **[REDACTED]**

From: [REDACTED]

Sent: 24 February 2017 12:39

To: Minister for International Development and Europe

Cc: [REDACTED]

Subject: RE: Visit to Poland

Yes, I am having a phone call with the College of Europe this afternoon and I will ask them to explore their senior members' availability for 20 March. At this stage, we are not looking to schedule any meeting on 21 March so it looks likely that Dr Allan can fly back early on the Tuesday.

[REDACTED]

[REDACTED]

European Relations | Scottish Government | Victoria Quay (2H-North) | Edinburgh | EH6 6QQ

[REDACTED]

From: [REDACTED]

On Behalf Of Minister for International Development and Europe

Sent: 24 February 2017 12:32

To: [REDACTED] Minister for International Development and Europe

Cc: [REDACTED]

Subject: RE: Visit to Poland

Thanks [REDACTED]. Just to be clear, is the roundtable on the cards for the 20th?

Can we revert to return travel options to come back to Edinburgh morning of 21st then so I don't have to ask for a slip?

Kind Regards

[REDACTED]

Office of Dr Alasdair Allan, MSP, Minister for International Development and Europe



Scottish Government, Room 2N.15, St Andrew's House, Regent Road, Edinburgh, EH1 3DG I



[REDACTED]

From: [REDACTED]

Sent: 24 February 2017 12:28

To: Minister for International Development and Europe

Cc: [REDACTED]

Subject: RE: Visit to Poland

[REDACTED]

Thanks for your kind email and help.

I have just received an email from the embassy in Warsaw advising that the Polish Minister for Foreign Affairs is no longer available on Tuesday 14 March.

I have hence asked them to focus on 20 March and set up meetings with the Secretary of State for European Affairs, Mr Konrad Szymański, and possibly the Minister/Secretary of State for Culture.

A roundtable at the College of Europe is still on the cards. We are also exploring options for meetings with other think-tanks or prominent stakeholders. I will keep you posted.

Happy to discuss

[REDACTED]

| European Relations | Scottish Government | Victoria Quay (2H-North) | Edinburgh | EH6 6QQ

[REDACTED]

From: [REDACTED]

On Behalf Of Minister for International Development and Europe

Sent: 24 February 2017 11:02

To: **[REDACTED]** Minister for International Development and Europe

Cc: **[REDACTED]**

Subject: RE: Visit to Poland

Hi **[REDACTED]**,

Thanks for this. We will apply for a slip so if we could progress options for a visit on 13 and 14 March.

Travel would be Sunday 12th leaving at 19:15 arriving in Warsaw at 23:10.

Returning on Tuesday 14th 17:15, arriving in Edinburgh at 18:50 (the other flight we discussed leaving Warsaw at 12:45 and returning to Edinburgh at 16:05 via Amsterdam will not enable the Minister to make it back for decision time). If there are any other flights you have seen that might work, do let me know!

So would be looking to have engagements on Monday 13th and morning/early afternoon of 14th (depending on travel time to airport).

I think it would be sensible to let individuals know that on Tuesday 14th, meetings will be subject to Parliamentary Business, so that if Dr Allan doesn't get a slip, and we don't know until late in the day, we have the option of booking the 08:00 flight from Warsaw to Glasgow.

Thanks

[REDACTED]

Office of Dr Alasdair Allan, MSP, Minister for International Development and Europe

 Scottish Government, Room 2N.15, St Andrew's House, Regent Road, Edinburgh, EH1 3DG I

 **[REDACTED]**

From: [REDACTED]
Sent: 22 February 2017 14:52
To: Minister for International Development and Europe
Cc: [REDACTED]
Subject: RE: Visit to Poland

[REDACTED],

We spoke. The British Embassy in Warsaw has now advised that:

- Witold Waszczykowski, Minister for Foreign Affairs, would be available on Tuesday 14 March. I have asked them to check at what time the meeting would take place.
- Konrad Szymański, Secretary of State for European Affairs, is available on Monday 20 March

I am also liaising with the College of Europe and exploring options for an event/roundtable which would permit Dr Allan to speak to and engage with key stakeholders. 13-14 March appears to be the best option for them as well. I will keep you posted. Grateful if you could let me know whether Dr Allan could potentially be slipped or postpone his departure to the late morning/early afternoon of 14 March.

Happy to discuss.

[REDACTED]

[REDACTED] | European Relations | Scottish Government | Victoria Quay (2H-North)
| Edinburgh | EH6 6QQ
[REDACTED]

From: [REDACTED] **On Behalf Of** Minister for International Development and Europe
Sent: 22 February 2017 11:29
To: [REDACTED]
Subject: RE: Visit to Poland

No problem [REDACTED], thanks!

[REDACTED] **Office of Dr Alasdair Allan, MSP, Minister for International Development and Europe**

 Scottish Government, Room 2N.15, St Andrew's House, Regent Road, Edinburgh, EH1 3DG I

 [REDACTED]

From [REDACTED]
Sent: 22 February 2017 11:28
To: Minister for International Development and Europe
Subject: RE: Visit to Poland

Hi [REDACTED],

Sorry I don't have a definitive answer just yet. The Embassy are taking their time, I have chased them up and will do it again now. For what they were saying last week, it would appear that the Polish Minister for Europe is only available on 20 March but a meeting has not been confirmed yet. We are also liaising with the College of Europe (Warsaw) to see whether the Minister could meet with their board of directors.

I will let you know asap.

[REDACTED]

[REDACTED] | European Relations | Scottish Government | Victoria Quay (2H-North)
| Edinburgh | EH6 6QQ
[REDACTED]

From: [REDACTED] **On Behalf Of** Minister for International Development and Europe
Sent: 22 February 2017 10:41
To: [REDACTED]
Subject: RE: Visit to Poland

Hi [REDACTED],

I'm just looking ahead at Dr Allan's travel plans. Is Poland looking more likely for the 19th to 21st March?

Thanks

[REDACTED] Office of Dr Alasdair Allan, MSP, Minister for International Development and Europe



Scottish Government, Room 2N.15, St Andrew's House, Regent Road, Edinburgh, EH1 3DG I



[REDACTED]

From: [REDACTED]
Sent: 06 February 2017 12:43
To: Minister for International Development and Europe
Cc: [REDACTED]
Subject: RE: Visit to Poland

Thanks [REDACTED],

I will liaise with the Embassy in Warsaw and get back to you asap.

Best

[REDACTED]

[REDACTED] | European Relations | Scottish Government | Victoria Quay (2H-North)
| Edinburgh | EH6 6QQ
[REDACTED]

From: [REDACTED] **On Behalf Of** Minister for International Development and Europe
Sent: 06 February 2017 12:04
To: Minister for International Development and Europe; [REDACTED]
Cc: [REDACTED]
Subject: RE: Visit to Poland

Hi [REDACTED],

Just picking up on the Poland dates. I said I would come back to you with some extra dates, given we now can't offer 5th to 7th March.

I could offer up 19th to 21st March. Flights as below, going from Edinburgh to Warsaw on the Sunday evening and returning on the Tuesday morning to Glasgow. I've held these dates in the diary.

I've still got 12th to 14th held.

Grateful if you could let me know how you get on with the Embassy.

Kind Regards

[REDACTED]
Office of Dr Alasdair Allan, MSP, Minister for International Development and Europe

 Scottish Government, Room 2N.15, St Andrew's House, Regent Road, Edinburgh, EH1 3DG I
 [REDACTED]

From: [REDACTED] **On Behalf Of** Minister for International Development and Europe
Sent: 26 January 2017 14:01
To: [REDACTED] Minister for International Development and Europe
Cc: [REDACTED]
Subject: RE: Visit to Poland

Hi [REDACTED],

Please accept my apologies for not coming back to you before now.

We can also offer the following week 13-14 March. (For your info I'm not around that week and it's SNP Conference at the end of the week, meaning he won't get back to his constituency for two weekends. So it's not my preference but if it works, then we will manage things at this end).

Also, in terms of logistics/flights, he could get the direct flight out on the Sunday as you suggest. In order to give him the full day on the Monday (and evening) instead of flying back on the afternoon of the Monday, I see there are direct flights to Glasgow on Tuesday mornings which might work better? Operated by Wizz Air it leaves at

08:00 and gets into Glasgow at 09:55, giving him plenty of time to get back to Parliament for the afternoon business.

Kind Regards

[REDACTED]

Office of Dr Alasdair Allan, MSP, Minister for International Development and Europe



Scottish Government, Room 2N.15, St Andrew's House, Regent Road, Edinburgh, EH1 3DG I



[REDACTED]

From: [REDACTED]

Sent: 23 January 2017 11:11

To: Minister for International Development and Europe

Cc: [REDACTED]

Subject: RE: Visit to Poland

Hi [REDACTED],

Many thanks for your kind email.

[REDACTED] (cc'ed) advised it might be worthwhile to have more dates, in case the two options we have at the moment (5-6 February and 5-6 March) don't work for Polish ministers. Grateful if you could check the Dr Allan's availability for mid-March. I am looking to email the British embassy in Warsaw and get the wheels turning asap.

Much will depend on the Polish ministers' availability but it is good to know that we are considering a short visit as our first option.

Happy to discuss.

Cheers

[REDACTED] | European Relations | Scottish Government | Victoria Quay (2H-North)
| Edinburgh | EH6 6QQ

[REDACTED]

From: [REDACTED] **On Behalf Of** Minister for International Development and Europe

Sent: 19 January 2017 17:35

To: [REDACTED] Minister for International Development and Europe

Cc: [REDACTED]

Subject: RE: Visit to Poland

Hi [REDACTED],

Thanks for this.

I see that the return flight on the Tuesday is not until 17:15 and so that wouldn't work in terms of getting him back for decision time (and it would be risky waiting on a slip, especially if we won't get it until much nearer the time). Which means he would have to fly back on the Monday afternoon flight, at 17:25. But would you be able to fit all key meetings in, in this time? If so, I think this answers your question of whether the programme is a short one day visit or a longer one.

The only other option I saw was there is a 06:05 flight on the Tuesday morning, via Amsterdam, getting to Edinburgh at 10:15 but that does mean a very early start.

Also, after checking in with the constituency office, the 26th to 28th causes a problem for them, so unfortunately that's now out.

If you need more dates to float with the Embassy, do let me know if we can go any later into March for this visit.

Kind Regards

[REDACTED]

Office of Dr Alasdair Allan, MSP, Minister for International Development and Europe



Scottish Government, Room 2N.15, St Andrew's House, Regent Road, Edinburgh, EH1 3DG I



[REDACTED]

From: [REDACTED]

Sent: 19 January 2017 16:04

To: Minister for International Development and Europe

Cc: [REDACTED]

Subject: Visit to Poland

[REDACTED],

We spoke. Direct flights between Edinburgh and Warsaw are on Sunday, Tuesday and Thursday.

Please see below how a Sunday to Tuesday visit would look like in terms of flights

<< OLE Object: Picture (Device Independent Bitmap) >>

However, the Minister could also fly back to Edinburgh on Monday afternoon.

<< OLE Object: Picture (Device Independent Bitmap) >>

At the moment, our options are:

- 5/6/7 February

- 26/27/28 February

- 5/6/7 March

I have asked **[REDACTED]** and **[REDACTED]** to advise on whether it would be appropriate to look at later dates. I will get back to you asap.

Grateful if you could give us an initial steer on whether the Minister would prefer a short, one-day visit or we are looking to organise a longer visit.

Thanks

[REDACTED]

[REDACTED] | European Relations | Scottish Government | Victoria Quay (2H-North)
| Edinburgh | EH6 6QQ
[REDACTED]

From: [REDACTED]
Sent: 01 March 2017 15:15
To: [REDACTED]
Cc: [REDACTED]
Subject: Meeting with Szymanski at 10, 8 March - confirmed

Hi [REDACTED],

Following our conversation, I've just got the confirmation from Szymanski's office about the meeting at 1000 on 20 March.

Kind regards,

[REDACTED]

[REDACTED] | British Embassy Warsaw
| ul. Kawalerii 12 | 00 - 468 Warsaw | Poland [REDACTED]

From: [REDACTED]
Sent: 24 February 2017 11:49
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Minister Allan's visit to Warsaw

Dear [REDACTED]

Thanks very much for the reply. Of course, we understand the need to settle matters with the Polish Ministries first and that Dr Allan's schedule will be complex.

We remain open to a number of different ideas in terms of the format for his visit. With this in mind, I wanted to clarify what you mean by a meeting with our Executive Board. Do you specifically mean with the board that manages our foundation, Chaired by Jacek Saruysz-Wolski MEP, or rather the leading senior members of our day-to-day team, e.g. Vice-Rector, Academic Chair holders, etc?

All best wishes

[REDACTED]

From: [REDACTED]
Sent: Wednesday, February 22, 2017 12:37 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Minister Allan's visit to Warsaw

Hi [REDACTED],

Many thanks for your kind email.

We are currently liaising with the British Embassy in Warsaw in order to set up meetings with Polish Ministers. The date of our visit mainly depends on their availability.

Thanks for letting me know that organising an event involving students would only be possible on 13 March. Do you think that a meeting/roundtable with members of your Executive board could be on the cards? Very happy to discuss.

[REDACTED]

[REDACTED] | European Relations | Scottish Government | Victoria Quay (2H-North) |
Edinburgh | EH6 6QQ
[REDACTED]

From: [REDACTED]
Sent: 24 February 2017 11:15
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Ministerial visit to Poland

Hi [REDACTED],

I've just got information that minister Waszczykowski won't be available on 14 March.

Kind regards,

[REDACTED] | Bilateral, Internal and Communications Section | British Embassy Warsaw
| ul. Kawalerii 12 | 00 - 468 Warsaw | Poland [REDACTED]

From: [REDACTED]
Sent: 22 February 2017 13:59
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Ministerial visit to Poland

[REDACTED],

I am forwarding the updates from Ministers' offices:

[REDACTED]
Cheers,

[REDACTED] | Bilateral, Internal and Communications Section | British Embassy Warsaw
| ul. Kawalerii 12 | 00 - 468 Warsaw | Poland [REDACTED]

From: [REDACTED]
Sent: 22 February 2017 12:26
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Ministerial visit to Poland

[REDACTED]

I hope this finds you well. Have you heard anything more from the Ministers' private offices? We are keen to firm up a date for this visit asap. Happy to have a chat on the phone if that's easier.

Cheers

[REDACTED] | European Relations | Scottish Government | Victoria Quay (2H-North) |
Edinburgh | EH6 6QQ
[REDACTED]

From: [REDACTED]
Sent: 22 February 2017 09:29
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Minister Allan's visit to Warsaw
Importance: High

Dear [REDACTED]

Many thanks again for your e-mail concerning the possible visit of Dr Allan.

I have now spoken with our Vice-Rector. She said she would be delighted for the Minister to visit us, but that timing may be an issue.

Unfortunately 20 March is not possible because all our students are away that week on study trips. However, 13 March would be possible, preferably in the morning, between 9.30 and 11.15.

Would that work for you at all?

Kind regards

[REDACTED]
College of Europe | Natolin Campus
Communications and Recruitment Office

[REDACTED]

From: [REDACTED]
Sent: 17 February 2017 12:20
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Minister Allan's visit to Warsaw

Dear [REDACTED]

Thank you very much for the message and this offer of a visit from the Minister. [REDACTED] did very briefly mention it to me.

This sounds an interesting idea and I will discuss it with our Vice-Rector on Monday.

As it happens we recently had a very happy visit from Alyn Smith MEP (a Natolin graduate) which was a great success <https://www.coleurope.eu/events/high-level-lecture-mr-aly-smith-mep>

I look forward to speaking to you next week.

Kind regards

[REDACTED]
College of Europe I Natolin Campus
Communications and Recruitment Office

[REDACTED]



From: [REDACTED]
Sent: Thursday, February 16, 2017 6:39 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: Minister Allan's visit to Warsaw

Dear [REDACTED],

I hope this finds you very well.

Dr Alasdair Allan, Scottish Government Minister for International Development and Europe, is paying an official visit to Poland in the second half of March. My understanding is that [REDACTED] – British Embassy in Warsaw – has already been in touch with you about this.

Minister Allan is keen to take the opportunity provided by his visit to engage with Polish stakeholders, talk about the strong relationship between our countries and describe how the Scottish government sees its future relationship with the EU. We believe the College of Europe would represent an ideal venue for a speech or roundtable focusing on the above topics. I am hence writing to enquire whether you

would be interested in hosting such an event, explore options and possibly pull together a draft programme.

At the moment, we are looking at 13 and 20 March 2017 as potential dates – much depends on the Polish Ministers' availability on those dates.

I will be off for a couple of days, back on Tuesday morning, but I would be grateful if we could have a chat at the beginning of next week. I will be happy to provide you with any additional details.

Best
[REDACTED]

[REDACTED] | European Relations | Scottish Government | Victoria Quay (2H-North) |
Edinburgh | EH6 6QQ
[REDACTED]

From: [REDACTED]
Sent: 16 February 2017 13:24
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Ministerial visit to Poland

Dear [REDACTED],

I am forwarding [REDACTED] contact in the College of Europe: [REDACTED]
Best,

[REDACTED]

[REDACTED] | British Embassy Warsaw | ul. Kawalerii 12 | 00 - 468 Warsaw | Poland | [REDACTED]

From: [REDACTED]
Sent: 16 February 2017 13:42
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Ministerial visit to Poland

Dear [REDACTED],

We spoke. Dr Allan would be very keen to meet with Polish Ministers to discuss:

- the existing Scottish-Polish relationship and the opportunity to deepen and strengthen them in the field of culture, trade and investments;
- the important role played by the Polish diaspora in Scotland and the ways in which the Polish community enriches our economy, culture and society;
- the proposals set out in "Scotland's Place in Europe", the document our government published in December 2016. Obviously, our aim is not to negotiate but we are very keen to engage with Poland as a European partner to raise awareness about our position and proposals.

Grateful for any information on the event at the College of Europe.

Please do not hesitate to contact me should you need any further details.

Best

[REDACTED] | European Relations | Scottish Government | Victoria Quay (2H-North) |
Edinburgh | EH6 6QQ
[REDACTED]

From: **[REDACTED]**
Sent: 16 February 2017 08:13
To: **[REDACTED]**
Cc: **[REDACTED]**
Subject: RE: Ministerial visit to Poland

[REDACTED],

I do have a contact in College of Europe, and have reached out to him to see if he can help. I haven't heard back from him yet though. When I checked with **[REDACTED]** earlier in the week we hadn't heard back about availability of the ministers on those dates.

[REDACTED] – can you please chase up again?

[REDACTED] – I will be on leave for the next two weeks, so will hand over co-ordination of this visit to **[REDACTED]** and **[REDACTED]**, copied in.

[REDACTED] *HEAD OF EXTERNAL, EU AND ECONOMIC GROUP, BRITISH EMBASSY WARSAW*

From: **[REDACTED]**
Sent: 15 February 2017 17:52
To: **[REDACTED]**
Cc: **[REDACTED]** **Subject:** RE: Ministerial visit to Poland

[REDACTED]

Just wondering whether you can give us an initial steer as to whether Polish Ministers are available on those dates. We are looking to brief Dr Allan as soon as possible.

Also, do you have any contacts in the College of Europe?

Happy to discuss.

[REDACTED]

European Relations | Scottish Government | Victoria Quay (2H-North) | Edinburgh | EH6
6QQ
[REDACTED]

From: [REDACTED]
Sent: 09 February 2017 12:07
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: Ministerial visit to Poland

[REDACTED],

Many thanks. [REDACTED] passed this on to [REDACTED] and me. Your plan looks fine. We'll ask about availability of those ministers. [REDACTED]
We'll let you know,

[REDACTED] *HEAD OF EXTERNAL, EU AND ECONOMIC GROUP, BRITISH EMBASSY WARSAW*
[REDACTED]

From[REDACTED]
Sent: 06 February 2017 16:49
To: [REDACTED]
Cc: [REDACTED]
Subject: Ministerial visit to Poland

Dear [REDACTED] and [REDACTED],

Happy new year! I hope this finds you very well.

We haven't yet given up hope of organising a ministerial visit to Poland. Hopefully, things will prove easier this time.

Dr Allan, our Minister for International Development and Europe, is looking to visit Warsaw next month. His office has provided us with two options in terms of dates:

- Sunday 12 to Tuesday 14 March 2017
- Sunday 19 to Tuesday 21 March 2017

In both cases, the Minister would fly into Warsaw in the late night of the Sunday and leave in the early morning of Tuesday. We are hence looking to organise a one-day visit on the Monday.

[REDACTED]

I would be very grateful if you could liaise with the offices of the above Ministers and advise on their availability.

Dr Allan's visit to Poland is made particularly important by the large Polish diaspora in Scotland. The visit will provide an opportunity to strengthen the relationship between our countries and discuss the content of "Scotland's Place in Europe", the paper which we published in December 2016.

Please do not hesitate to contact me should you need any further details.

Best

[REDACTED] European Relations | Scottish Government | Victoria Quay (2H-North) |
Edinburgh | EH6 6QQ

[REDACTED]