1. **Introductions:** The Lobbying Registrar, Billy McLaren, welcomed the Working Group to the meeting and invited all to provide a brief introduction.

2. **Draft Lobbying Register Working Group work plan:** The Working Group agreed the work plan. Future meetings will consider items such as Guidance, IT Development and Communications and Outreach Plans.

3. **Lessons from Ireland:** Sherry Perreault, Head of Ethics and Lobbying Regulation at Standards in Public Office Commission in Ireland, provided the group with information on its experience of introducing and running the Irish online Register of Lobbying. A short question and answer session took place following this.

4. **Parliamentary Guidance and FAQs:** The Working Group considered a provisional draft of Parts 1 to 3 of the Parliamentary Guidance. These parts consisted of definitions and core concepts of Regulated Lobbying, and Communications which are not lobbying.

5. **Date of next meeting(s):** Provisionally suggested dates for the next meeting to take place in the morning of 21 or 23 June. Working Group members will be contacted to confirm availability.

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