

DECEMBER 2020**Tuesday 1 December**

0700-0758 Personal training

0900 Office meeting (Zoom) + Chancellor of the Exchequer, Chief Whip, Simon Case, Ed Lister, Henry Cook, James Slack, Munira Mirza, Martin Reynolds, Ben Gascoigne, James Bowler and Stuart Glassborow
On Zoom: Liam Booth Smith, Meg Powell-Chandler, Jack Doyle, Allegra Stratton, Declan Lyons, Declan Lyons, Simon Ridley, Kate Josephs, Nikki Da Costa, Katharine Howell, Sophia True, Rob Harrison, Rosie Bate-Williams, Jamie Davies, Trudy Harrison MP and Alex Burghart MP

0927 Depart No10 for FCDO

0930 Cabinet (Lacarno Room, FCDO)

1028 Return to No10

1030-1200 Prep time for COVID Regulations Debate (Zoom)

1200 Lunch

1231 Arrive at HoC

1232-1241 With SoS/Health and Chancellor of the Exchequer + Nicholas Howard, Trudy Harrison MP, Alex Burghart MP, Declan Lyons and Ben Gascoigne

1251 To Chamber for Opening speech and debate on COVID Regulations

1355 Return to office with Alex Burghart MP and Trudy Harrison MP. In office with Ben Gascoigne and Declan Lyons and Andy Parsons (photographer)

1400 To Tea Rooms + Alex Burghart MP and Trudy Harrison MP

1410 Bill Wiggin MP arrives

1417 Return to office

1417-1432 Meeting with Bill Wiggin MP + Ben Gascoigne

1434 MP engagement meetings (Zoom) + Ben Gascoigne, Declan Lyons, Alex Burghart, Trudy Harrison, Chief Whip and Andy Parsons
Tom Pursglove MP, Lee Rowley MP, Esther McVey MP, Philip Davies MP, David Jones MP, Chris Chope MP, Henry Smith MP, Philip Hollobone MP, John Barron MP, Peter Bone MP, Will Wragg MP, Richard Drax MP, Nigel Mills MP and Julian Lewis MP

1527 Declan Lyons departs

1528 Andy Parsons (photographer) departs

1530 Depart HoC for No10

1534 Return to No10
 1535-1544 With Tara Soomro
 1545-1610 With Ben Gascoigne
 1611-1630 Prep time for Nuclear meeting + Emily Beynon
 1630-1704 Nuclear meeting + Chancellor of the Exchequer, Foreign Secretary, SoS/BEIS, Simon Case, Ed Lister, Phil Duffy (HMT), Joanna Whittington (BEIS), Simon Gass (JIC), Emil Levendoglu (CO), Johanna Cowan (CO), Ben Warner/Anouka Dhadda, Emily Beynon, Munira Mirza and James Slack
 1704-1738 In office with Ed Lister and Ben Gascoigne – political phone calls
 1738-1742 With Ben Gascoigne
 1742-1749 Prep time for Parliamentary Party meeting + Ben Gascoigne and Declan Lyons
 1755 Depart No10 for HoC
 1800 Arrive HoC + Ben Gascoigne (Chief Whip and Alex Burghart MP already in office)
 1805 Zoom call with Parliamentary Party
 1840 To Chamber for SoS/Health closing statement
 1909 Return to HoC office
 1914 Depart HoC for No10
 1918 Return to No10
 1920-1957 Brexit update + Martin Reynolds, Jonno Evans, Ed Lister, Simon Case, Oliver Lewis and David Frost
 2000-2017 Meeting with Sajid Javid MP
 2017-2019 With Stuart Glassborow, Imran Shafi and Will Musker ahead of vaccine update
 2019-2102 Vaccine update + Chancellor of the Exchequer, SoS/Health, Nadhim Zahawi MP, Stuart Glassborow, Imran Shafi, Ed Lister and Will Musker
 2103 To Flat

Wednesday 2 December 2020

0700 Personal training with Harry Jameson
 0849 To office
 0856-0859 With Jonno Evans
 0859-0953 Small Group Ministerial meeting + Chancellor of the Exchequer, Foreign Secretary, Michael Gove, Simon Case, Ed Lister, Martin Reynolds, David Frost, Jonno Evans, Lindsey Appleby, Matthew Taylor, Tim Barrow, Jess Gover and Jon Garvie
 0953-1015 Dashboard meeting (Zoom)
 1015-1038 Reading PMQs scripts + Declan Lyons
 1038-1112 PMQs prep meeting

1112-1141 Prep time of PMQs
 1145 Depart No10 for HoC
 1148 Arrive HoC
 1148-1158 In office with Declan Lyons, Nicholas Howard, Alex Burghart MP and Trudy Harrison MP
 1158 To Chamber for PMQs
 1239 Return to office (HoC)
 1242-1258 Meeting with The Speaker (Lindsay Hoyle MP) + Nigel Evans MP (Deputy Speaker), official from Black Rod's office and Declan Lyons
 1259-1302 With Sammy Evans (DUP)
 1302-1312 Meeting with constituency staff
 1315-1337 Meeting with Amanda Milling MP (Co-Chair of Conservative Party) + Declan Lyons
 1341 Depart HoC for No10
 1401 Return to No10
 1402-1423 Meeting to discuss Brexit legislative plan (Zoom) + Chief Whip, Simon Case, Martin Reynolds, Ed Lister, Martin Reynolds, Nikki Da Costa, Oliver Lewis, Jonno Evans and Dougie Smith
 On Zoom: Katharine Howell, Helen Kelly, Luke Graham, Will Gelling, Ben Gascoigne, James Slack, Nadine McNally and Munira Mirza
 1423-1433 With Simon Case, Jonno Evans and James Slack
 1433-1550 Vaccines meeting (Zoom) + Chancellor of the Exchequer, Michael Gove, SoS/DHSC, Simon Case, Ed Lister, James Bowler, Simon Ridley, Henry Cook, James Slack, Emily Lawson, Simon Stevens, Will Musker/Imran Shafi
 On Zoom: Nadhim Zahawi (Minister for Vaccine Deployment), Chris Whitty (CMO), Patrick Vallance (CMA), Jonathan Van-Tam, Chris Wormald, Nick Elliot, Will Warr, Rosie Bate-Willimas, Jack Doyle and Henry De Zoete
 1551-1700 Prep time for Press Conference
 1551-1555 With Imran Shafi
 1555-1557 With James Bowler, James Slack and Stuart Glassborow
 1558-1558 With Imran Shafi
 1702-1753 Press Conference
 1800-1829 Box work
 1829-1919 Phone call with Her Majesty The Queen

Thursday 3 December

0900 To office
 0904-0925 Private meeting with Father Daniel

0927-0948 Private meeting with Chief Whip + Ben Gascoigne
 0948-1003 Private meeting with Chief Whip and Jacob Rees-Mogg
 (Leader/HoC)
 1000-1011 MP Engagement meetings + Chief Whip, Declan Lyons and Ben
 Gascoigne
 1012-1030 Doing box work
 1030-1057 Office meeting (Zoom) + Chancellor of the Exchequer, Chief
 Whip, Simon Case, Ed Lister, Henry Cook, James Slack, Munira
 Mirza, Martin Reynolds, Ben Gascoigne, James Bowler and Stuart
 Glassborow
 On Zoom: Liam Booth-Smith, Meg Powell-Chandler, Jack Doyle,
 Allegra Stratton, Declan Lyons, Simon Ridley, Kate Josephs, Nikki
 Da Costa, Katharine Howell, Sophia True, Rob Harrison, Rosie
 Bate-Williams, Jamie Davies, Trudy Harrison MP and Alex
 Burghart MP
 1100-1114 Prep time for meeting with the Church of Scotland + Maya Kolade
 and Jonathan Hellewell
 1115 Meeting with the Moderator of the General Assembly of the
 Church of Scotland (Zoom) + Maya Kolade, Jonathan Hellewell,
 Luke Graham, Ed Lister, Martin Reynolds and Douglas McNeill
 (HMT)
 Rt Rev Dr Martin Fair, Moderator of the General Assembly of the
 Church of Scotland
 Rev Dr George Whyte, Principal Clerk of the General Assembly of
 the Church of Scotland
 Rev Dr John L McPake, Ecumenical Officer of the Church of
 Scotland
 1135 Economy pre-meet + Simon Case, Stuart Glassborow, Emily
 Beynon, Jess Glover and Johanna Cowan
 1211-1258 Future Economy and Industry meeting (Zoom) + Chancellor of the
 Exchequer, Michael Gove, SoS/BEIS, Simon Case, Sarah Munby
 (BEIS), Mark Sweeney (CO), Ed Lister, Stuart Glassborow, Emily
 Beynon and Munira Mirza
 On Zoom: Alex Chisholm, Jess Glover, Neeraj Patel and Charles
 Roxburgh (HMT)
 1300-1315 Lunch
 1315-1334 Prep time for NSC + Will Gelling, David Quarrey, John Bew,
 Steve Higham, Martin Reynolds and Ed Lister
 1334-1426 National Security Council
 1427-1430 With John Bew, Ed Lister, Steve Higham and Martin Reynolds
 1430-1432 With Greg Gardner discussing Bristol explosion
 1432-1509 In office

1509-1521 Thank you to Taskforce Team + Imran Shafi
 1521-1528 Reading newspapers and in office with Ush Patel
 1528-1533 With Jonno Evans and Martin Reynolds discussing Brexit
 1537 Update on Bristol explosion with Clare Brunton
 1538-1539 With Martin Reynolds
 1539-1550 In office doing box work
 1550-1611 Prep time for People's PMQs
 1612-1643 Filming for People's PMQs/NDC clip + Marcus Natale, Jack Doyle, Rosie Bate-Williams and Chloe Sarfaty
 1648-1715 Meeting on the EU-ETS + Emily Beynon, Anouka Dhadda, Munira Mirza, Jonathan Black and Sam Richards
 1715-1720 With Munira Mirza and Ed Lister
 1720-1750 Box work
 1750-1825 Brexit meeting + James Slack, Ed Lister, Simon Case, Oliver Lewis and David Frost
 1825-1836 With David Frost
 1837-1918 Meeting with Emma Tucker and Ben Taylor (Sunday Times) + Jack Doyle
 1918-2000 Meeting with Simon Case
 2030 To Flat

Friday 4 December

0700-0730 Personal training with Harry Jameson
 0850-0900 Prep time for call with UEFA President
 0900-0910 Phone call with Aleksander Ceferin (UEFA President)
 0910-0930 With Simon Case, Martin Reynolds and Ed Lister
 0930-0947 COVID – data update (Zoom)
 1000-1108 Testing meeting + Michael Gove, SoS/DHSC, Simon Case, Ed Lister, Kate Josephs, Dido Harding, Shona Dunn, Henry Cook, James Slack, Rosie Bate-Williams, Henry De Zoete and Imran Shafi
 On Zoom: SoS/DHSC, Chris Whitty (CMO), Patrick Vallance (CMA), Raghuv Bhasin, James Bowler, Gordon Messenger, Jessie Owen, Mike Coupe, Will Warr, Oliver Munn, Catherine Cutts and Susan Hopkins
 1108-1115 With SoS/DHSC and Imran Shafi
 1120-1135 Prep time for phone call with CEO Fijitsu
 1135-1205 Meeting with Takahito Tokita, CEO Fijitsu (on Teams) + Paul Patterson, Fijitsu UK and Northern and Western Europe, Ed Lister, Zachary Lawton, Lydia Edmonds, Helen Twist, Keiko Thiele (interpreter) and Sayaka Takeda (Fijitsu's interpreter)
 1205-1210 With Jonno Evans and Ed Lister

- 1215-1242 Economy meeting (Zoom) + SoS/BEIS, Simon Case, Ed Lister, Stuart Glassborow, Eliza Ackland, Mark Sweeney, Daniel Gallagher, Clare Lombardelli, Muinra Mirza and Johanna Cowan
On Zoom: Patrick Curry (CSA), Mark Lloyd, Katie Smith and James Slack
- 1250-1300 With Ben Gascoigne
- 1300 Lunch
- 1330-1448 Box work
- 1448-1528 Brexit meeting + Oliver Lewis, David Frost, Simon Case, James Slack, Ed Lister, Ben Gascoigne, Martin Reynolds and Jonno Evans
- 1530-1608 Update on JC/Ni + Michael Gove, Brendan Threlfall, 2 Spads/Michael Gove, Simon Case, David Frost, Jonno Evans, Oliver Lewis and Ed Lister
- 1608-1640 Private Office meeting (Zoom)
- 1640-1709 Virtual constituency meetings
- 1710-1745 With Munira Mirza
- 1745-1805 With Ed Lister and Simon Case
- 1810-1815 With Jonno Evans, Martin Reynolds and Simon Case
- 1820 To Flat
- 1922 Depart for Chequers
- 2015 Arrive at Chequers with Carrie and Wilfred

Saturday 5 December*Chequers*

- 0902-0928 Run
- 1232-1350 Lunch with Jake Berry MP and Alice Berry
- 1422-1439 Prep for Ministerial small group meeting + Jonno Evans, Martin Reynolds, Oliver Lewis, David Frost, James Slack and Ed Lister
- 1442-1551 Ministerial Small Group meeting + Jonno Evans, Martin Reynolds, Oliver Lewis, David Frost, James Slack and Ed Lister
On Teams: Chancellor of the Exchequer, Foreign Secretary, Michael Gove, Tim Barrow, Matthew Taylor, Lindsay Appleby, Jess Glover and Jon Garvie
- 1630-1722 Phone call with President Ursula van der Leyen of the European Commission + James Slack, Martin Reynolds, Jonno Evans, Ed Lister and David Frost

Sunday 6 December*Chequers*

- 0835 Depart Chequers for Thame
- 1016 Return to Chequers

1914 Chancellor of the Exchequer arrives for dinner
 2209 Chancellor of the Exchequer departs

Monday 7 December

0739 Depart Chequers for Uxbridge
 0800-1115 Constituency visits
 1143 Return to No10
 1148-1228 Brexit catch-up with Jonno Evans, Stuart Glassborow, Dan Rosenfield, Ed Lister, James Slack and Martin Reynolds
 1231-1241 Haircut
 1241-1328 In office doing box work
 1329-1409 Dashboard meeting (Zoom)
 1410-1457 1-2-1 with Dan Rosenfield
 1500-1508 Box work
 1508-1522 Peerages discussion with Martin Reynolds, Ben Gascoigne and Ed Lister
 1524-1600 Brexit update
 1601-1603 Pre-brief for phone call with President von der Leyen of the European Commission + Jonno Evans
 1604-1640 Phone call with President von der Leyen of the European Commission + Martin Reynolds, Will Gelling, Steve Higham, Lucy Campbell, David Frost, Greg Gardner, James Slack, Katie Smith, Oliver Lewis, Tim Barrow, Jack Doyle, Steph Lis, Matt Taylor and Lindsay Appleby
 1641-1710 Wash-up post call + Ed Lister, Dan Rosenfield, Martin Reynolds, Stuart Glassborow, Ben Gascoigne and Jonno Evans
 On phone: David Frost and James Slack
 1711-1725 Prep time for Brexit clip
 1728-1736 With Jonno Evans discussing red folder
 1736-1929 In office doing box work
 1856-1901 With Jonno Evans discussing Brexit
 1905-1908 With James Slack
 1929 To Flat

Tuesday 8 December

0804 Depart No10 for Vaccine Rollout visit to Guys Hospital (with bikes)
 0814 Arrive Guy's Hospital (Great Maze Pond, London SE1 9RT). Met by CEO
 Walk through hospital
 0816 Meet nurse and patient in vaccine pod discussing pre-vaccination checks

0822 Watch a patient receive a vaccination
 0827 Prep
 0841 Broadcast clip
 0849 Photo with senior staff
 0850 Digi clip
 0853 Depart for No10 (with bikes)
 0909 Return to No10
 0911-0922 Office meeting + Chancellor of the Exchequer, Henry Cook, Martin Reynolds, Ed Lister, Munira Mirza, Chief Whip, James Slack, Jack Doyle, Nikki Da Costa and Simon Case
 0927-1021 Cabinet (Locarno Room, FCDO)
 1021 Reading newspapers in outer office
 1030-1040 Prep time for COVID Enforcement meeting + Simon Ridley, Henry Cook and Gemma Ungood-Thomas
 1045-1123 COVID Enforcement meeting
 1125-1127 Prebrief for Joint Committee meeting + Jonno Evans
 1137-1207 Joint Committee Update + Michael Gove, Simon Case, Dan Rosenfield, Martin Reynolds, James Slack and Jonno Evans
 On spider phone: David Frost, Oliver Lewis and Hugh Bennet
 1207-1210 In office
 1210-1222 Record a video message for OECD 60th anniversary
 1222 Lunch
 1238-1240 With Dan Rosenfield and Stuart Glassborow
 1247-1258 Prep time for NSC + David Quarrey, Tara Soomro, Emily Beynon, Will Gelling and Ed Lister
 1258-1328 National Security Council
 1348-1350 With Will Musker and Henry Cook
 1350-1418 Catch-up with Kate Bingham
 1419-1450 PMQs prep meeting + Nicholas Howard, Declan Lyons, Joshua Kossoff, Lucy Campbell and Jack Doyle
 1450-1515 In office
 1515-1537 Prep time for bilateral with Chancellor of the Exchequer + Stuart Glassborow, Dan Rosenfield, Ed Lister, Simon Case and Munira Mirza (joined at 1533)
 1538-1614 Bilateral with Chancellor of the Exchequer + Stuart Glassborow, Dan Rosenfield, Ed Lister, Simon Case, Elizabeth Perelman (HMT) and Liam Booth-Smith (HMT)
 1619-1619 With Martin Reynolds
 1619-1633 In office
 1633-1643 With Jonno Evans
 1644-1645 Pre-brief for CCHQ recordings + Shelley Williams-Walker

- 1645-1707 CCHQ recordings (did not make recordings – in State Rooms with Shelley Williams-Walker)
- 1711-1754 Meeting with John Witherow and Tony Gallagher (The Times) + Jack Doyle
- 1754-1821 Meeting to discuss Local Housing Need Formula + Emily Beynon, Munira Mirza, Jack Airey, Ed Lister, Ed Lister, Ben Gascoigne and Dan Rosenfield
- 1822-1832 With Ed Lister and Ben Gascoigne
- 1832-1838 Reading in office
- 1838-1852 Brexit update + Jonno Evans, Martin Reynolds, Simon Case, David Frost, Oliver Lewis, Dan Rosenfield and Ed Lister
- 1852-2118 With Jonno Evans, David Frost and Oliver Lewis discussing Level Playing Fields text

Wednesday 9 December

- 0700-0730 Personal training
- 0810-0822 With Dan Rosenfield and Martin Reynolds (Flat)
- 0851 To office
- 0851-0853 With Dan Rosenfield, Martin Reynolds and Jonno Evans
- 0900-0824 Office meeting (Zoom)
- 0931-1008 Dashboard meeting (Zoom)
- 1028 PMQs prep meeting
- 1115 Prep time for PMQs
- 1150 Arrive at HoC + Nicholas Howard, Declan Lyons and Trudy Harrison MP
- 1155 To Chamber for PMQs
- 1243 Return to HoC office. Debrief with Nicholas Howard, Declan Lyons and Declan Sign bottles
- 1304 Depart HoC for No10
- 1308 Return to No10
To Flat
- 1332-1349 Lunch (in office)
- 1349-1517 Brexit meeting + David Frost, Jonno Evans, Simon Case, Oliver Lewis and James Slack
- 1517-1548 Box work
- 1528-1531 With Dan Rosenfield
- 1551 Depart No10 for RAF Northolt
- 1650 Depart RAF Northolt on RAF 146
- 1836 Arrive Brussels Abelag
- (GMT+1)
- 1900 Arrive Residence. Prep

1950 Depart Residence for Berlaymont by car
 1955 Arrive Berlaymont. Met by President Ursula von der Leyen of the European Commission
 2000 Meeting with President Ursula von der Leyen of the European Commission + David Frost
 2030 Dinner with President Ursula von der Leyen of the European Commission + David Frost, Tim Barrow, Jonno Evans and Oliver Lewis
 2130 Tasking meeting with President Ursula von der Leyen of the European Commission and Michel Barnier + David Frost
 2310 Depart Berlaymont for Residence by car
 2315 Arrive Resident. Team debrief
 2330-2335 Phone call with Dan Rosenfield, Martin Reynolds, Ed Lister, Ben Gascoigne, Simon Case, Clare Brunton, Jonno Evans (in Brussels), Tim Barrow (in Brussels) and Lindsay Appleby (in Brussels)
 2345 Depart for Abelag Airport by car

Thursday 10 December

0024 Depart Brussels Abelag for RAF Northolt on RAF 146
 0010 Arrive RAF Northolt
 0050 Return to No10
 0750-0821 Run
 0915-0944 Office meeting (Zoom)
 0944-0955 With Chancellor of the Exchequer
 0955-1000 Prep time for Testing Meeting + Imran Shafi, Henry De Zoete and Oliver Munn
 1001 Testing meeting (Zoom) + Michael Gove, SoS/DHSC, Simon Case, Ed Lister, Kate Josephs, Dido Harding, Shona Dunn, Henry Cook, James Slack, Rosie Bate-Williams, Henry De Zoete and Imran Shafi
 On Zoom: SoS/DfE, Chris Whitty (CMO), Patrick Vallance (CMA), Raghuv Bhasin, James Bowler, General Gordon Messenger, Jessie Owen, Mike Coupe, Will Warr, Oliver Munn, Catherine Cutts, Susan Hopkins, Kathy Hall, PS/Spad/DHSC and Susan Ackland-Hood (DfE)
 1045-1103 Meeting with Michael Gove
 1107-1127 With Martin Reynolds, Ed Lister, Dan Rosenfield, Simon Case, Ben Gascoigne and Shelley Williams-Walker
 1127-1134 With Ben Gascoigne and Shelley Williams-Walker
 1134-1142 With Jonno Evans
 1142-1200 Box work

- 1200-1246 COVID meeting – Tiers (Zoom) + Simon Case, James Bowler, Dan Rosenfield/Ed Lister, Kathy Hall, Henry Cook, James Slack, Rose Bate-Williams, Imran Shafi, Ben Gascoigne, Declan Lyons and Allegra Stratton
Zoom: Chris Whitty (CMO), Patrick Vallance (CMA), Simon Ridley, Kate Josephs, Rob Harrison, Nikki Da Costa, Catherine Cutts, Jack Doyle, Susie Owen and Chris James
- 1253 With Declan Lyons, Ben Gascoigne and Ed Lister
- 1305-1329 Prep time for bilateral with MbZ + Steve Higham, Jo Power, Sian Eastment, David Quarrey, Ed Lister and Jess Seldon
- 1330-1448 Bilateral lunch meeting with MbZ + Ed Lister, David Quarrey (NSA), Patrick Moody (HMA), Steve Higham, Jess Seldon and Sian Eastment
UAE delegation:
HH Tahnoon Bin Zayed Al Nahyan, National Security Adviser
HH Abdullah Bin Zayed Al Nahyan, Minister of Foreign Affairs and International Cooperation
HE Khaldoun Al Mubarak, Chariman of Abu Dhabi Executive Affairs Authority
HE Mohamed Mubarak Al Mazrouei, Under-Secretary of the Crown Prince Court of Abu Dhabi
HE Mansoor Abulhoul, UAE Ambassador to the UK
- 1451-1457 Chanuka photo – lighting chanukiah with Dan Rosenfield + Greg Gardner, Joel Winton, Martin Reynolds, Maya Kolade and Jonathan Hellewell
- 1457-1506 In office reading
- 1506-1556 Pre-brief for Brexit small group + Jonno Evans and Martin Reynolds
- 1622-1655 Conference call with Cabinet + Simon Case, Stuart Glassborow, Ben Gascoigne, Dan Rosenfield and Martin Reynolds
- 1700-1714 Pre-brief for Brexit clip + James Slack, Jonno Evans and Jack Doyle
- 1717-1725 Brexit clip
- 1725-1742 Box work
- 1742-1750 With Jonno Evans
- 1750-1820 Box work
- 1820-1830 Prep time for meeting with Home Secretary and Foreign Secretary
- 1830-1907 Meeting with Home Secretary and Foreign Secretary re small boats
- 1907-1923 Phone call
- 1923-1926 With Tara Soomro and Ed Lister
- 1942-2015 With Dan Rosenfield
- 2015 To Flat

2031-2055 Phone call with Prime Minister Ardern of New Zealand + Martin Reynolds, Jonno Evans, Tara Soomro, Lucy Campbell, Greg Gardner, David Quarrey, Stephanie Lis, Georgie Barker, Charlotte Earland, Dan Rosenfield and Jess Seldon

Friday 11 December

Blyth visit, One year on from the General Election

0715 Depart No10 for Farnborough (with bikes)
 0810 Arrive Farnborough Airport
 0823 Depart for Newcastle
 0911 Arrive Newcastle Airport
 0905 Depart for Blyth (with bikes)
 0940 Arrive National Renewable Centre (Offshore House, Albert Street, Northumberland NE24 1LZ). Met by Tony Quinn (Director) and Ian Levy MP
 0943 Meeting with Ian Levy MP, Tony Quinn (Director, Catapult), Alistair Phillips Davies (CEO, SSE Renewables), Steve Wilson (Project Director, SSE Dogger), Al Cook (Vice President, Global Strategy, Equinor) and Olivier Fontan (CEO, LM Wind Power) + Shelley Williams-Walker
 1010 Put on PPE
 1015 Enter South Building. View turbine blade
 Chat with female apprentices
 1030 Enter Test Building
 Meet apprentice
 View turbine testing facility from platform
 1050 Prep
 Record digi clip for Catapult
 1110 BBC Look North (North East & Cumbria) clip
 1117 ITV Tyne Tees clip
 1025 Regional huddle
 BBC North East
 BBC Radio Newcastle
 ITV Tyne Tees
 Newcastle Journal
 News Post Leader
 Metro Radio
 1145 Depart for beach by car
 Mic-up for internal digi filming
 1150 Arrive Blyth Beach (Links Road, Blyth NE24 3PL)
 1152 Pop to café to buy coffee
 1200 Surprise meeting with new Party members

1210 Walk and talk with supporters (with bikes)
 1230 Depart for airport (with bikes)
 1255 Arrive Newcastle Airport
 1354 Depart for London (on plane)
 1425 Return to No10
 1500-1550 Brexit Readiness – No Deal discussion
 1550-1602 With Jonno Evans
 1602-1658 Update on Brexit with David Frost
 1702-1721 With Ben Gascoigne, Ed Lister, Martin Reynolds and Dan Rosenfield
 1723-1728 With Simon Case, Dan Rosenfield and Ed Lister
 1801-1855 Small Group Meeting + Dan Rosenfield, Ed Lister and Jonno Evans
 1857-1859 With Simon Case and Dan Rosenfield
 1916 To Flat

Saturday 12 December

No10

General Election One-Year Anniversary

1350 Climate Ambition Summit prep with Tara Soomro
 1400 Depart No10 for Climate Ambition Summit + Tara Soomro (FCDO)
 1406 Watch live keynote address by UN Secretary-General António Guterres
 1411 Intro by Zeinab Badawi, event moderator
 Live keynote address
 1416 Watch address by Archana Soreng, Indigenous people Representative
 1418 Watch address by President Macron of France
 1423 Watch address by Mary Kinya, Civil Society Representative
 1425 Watch address by President Pinera of Chile
 1430 Watch address by Prime Minister Conte of Italy
 1433 Thank COP staff
 1435 Depart FCDO for No10
 1440 Return to No10
 1455-1533 Brexit update VTC + Martin Reynolds, Dan Rosenfield, Ed Lister, Jonno Evans, David Frost, Oliver Lewis, Tim Barrow, James Slack and Simon Case (MMR)
 1535-1700 Small Group meeting + Simon Case, Ed Lister, Dan Rosenfield, Martin Reynolds and Jonno Evans
 1705 Depart No10 (on foot)

1712 Arrive CCHQ for General Election Anniversary Fundraiser +
Chancellor of the Exchequer
1712 Thank CCHQ staff
1720 Sign letters (100)
1735 Digi clip
1740 Prep
1800 Online Q&A begins
1900 Ends
1905 Thank you call with competition winner
1910 Depart for No10 (on foot)

Sunday 13 December

0850-0930 Run
1005-1045 Brexit update VTC + Martin Reynolds, Stuart Glassborow, Dan
Rosenfield, Simon Case, Jonno Evans, Emily Robinson, David
Frost, Oliver Lewis, Tim Barrow and James Slack (MMR)
1100-1120 Phone call with President Ursula Von Der Leyen of the European
Commission + Ed Lister, Martin Reynolds, Stuart Glassborow,
Will Gelling, Jonno Evans, David Frost, Jamie Davies, James
Slack, Katie Smith, Simon Case, Stephanie Lis, David Quarrey,
Matthew Taylor, Dan Rosenfield, Lisa Rellstab and Tim Barrow
1142-1150 Phone call with Cabinet + David Frost, Ed Lister, Martin Reynolds,
Stuart Glassborow, Rob Kramer, Jess Glover, Jon Garvie and Mark
Sweeney
1150-1210 Meeting with Simon Case and Dan Rosenfield
1230-1236 TV clip
1300 To Flat

Monday 14 December

0712-0745 Run
0853 To office
0900-0930 Internal COVID update (Zoom) + Simon Case, James Bowler,
Kathy hall, Ed Lister/Dan Rosenfield, Imran Shafi/Stuart
Glassborow, Henry Cook, James Slack, Rosie Bate-Williams and
Ben Gascoigne
On Zoom: Chris Whitty (CMO), Patrick Vallance (CMA), Jack
Doyle, Simon Ridley, Kate Josephs, Susie Owen, Henry De Zoete,
Emma Payne, Clare Gardiner and Thomas Waite
0935-0957 Office meeting (Zoom) + Chancellor of the Exchequer, Chief
Whip, Simon Case, Dan Rosenfield, Ed Lister, Henry Cook, James
Slack, Munira Mirza, Martin Reynolds, Ben Gascoigne, James
Bowler and Stuart Glassborow

- On Zoom: Liam Booth-Smith, Meg Powell-Chandler, Jack Doyle, Allegra Stratton, Declan Lyons, Simon Ridley, Kate Josephs, Nikki Da Costa, Sophie True, Rob Harrison, Rosie Bate-Williams, Jamie Davies, Kathy Hall, Trudy Harrison MP and Alex Burghart MP
- 1000-1125 COVID O meeting (Zoom) + Simon Case, Ed Lister/Dan Rosenfield, Imran Shafi/Stuart Glassborow, James Bowler, Simon Ridley, Kathy Hall, Henry Cook, James Slack and Rosie Bate-Williams
- On Zoom: Allegra Stratton, Jack Doyle, Kate Josephs and Rob Harrison
- 1130 Prep-brief for UKIM + Will Gelling, Nikki Da Costa, Dougie Smith and Nadine McNally
- 1150-1220 UKIM meeting + Will Gelling, Michael Gove, Nikki Da Costa, Dougie Smith, Luke Graham and Nadine McNally
- On Zoom: Chief Whip and Oliver Lewis
- 1220-1300 Update on COP + SoS/BEIS, Simon Case, Ed Lister, Ben Gascoigne, Martin Reynolds, Tara Soomro, Peter Hill, Anouka Dhadda, Sam Richards and James Slack
- On Zoom: Jonathan Black and Steph Lis
- 1300-1308 With Martin Reynolds, Ed Lister, Dan Rosenfield, Tara Soomro and Ben Gascoigne
- 1309-1345 Lunch
- 1358-1400 With Stuart Glassborow
- 1404-1430 Meeting with Policy Unit (G38)
- 1431-1434 With Ush Patel
- 1435-1447 Box work
- 1447-1532 Meeting with Simon Case
- 1532 Box work
- 1536-1556 With Martin Reynolds, Clare Brunton and Ed Lister discussing SpAd pay
- 1556-1613 With Ed Lister
- 1617-1627 With Jonno Evans
- 1630-1638 Out of office
- 1638 Box work
- 1751-1753 With Greg Gardner
- 1757 Prep time for call with IBM
- 1800-1822 Meeting with Arvind Krishna (CEO, IBM) (MS Teams) + Christopher Padilla, IBM Global VP for Government Affairs, Ed Lister and Alex Burns
- 1822-1930 Box work
- 1830-1930 Box work
- 1930 To Flat

Tuesday 15 December

- 0900-0920 Office meeting (Zoom) + Chancellor of the Exchequer, Chief Whip, Simon Case, Dan Rosenfield, Ed Lister, Henry Cook, James Slack, Munira Mirza, Martin Reynolds, Ben Gascoigne, James Bowler and Stuart Glassborow
On Zoom: Liam Booth-Smith, Meg Powell-Chandler, Jack Doyle, Allegra Stratton, Declan Lyons, Simon Ridley, Kate Josephs, Nikki Da Costa, Sophia True, Rob Harrison, Rosie Bate-Williams, Jamie Davies, Kathy Hall, Trudy Harrison MP and Alex Burghart MP
- 0930-1028 Cabinet (Locarno Room, FCDO)
- 1034-1123 Appointments meeting + Hannah Miller, Ed Lister and Alex Hickman
- 1129-1131 Prep time for loneliness call + Maya Kolade, Jack Doyle, Jo Power, Sarah Vaughan Brown and Carrie
- 1131-1150 Loneliness call linked to Sun Campaign 'Christmas Together' (Zoom) with Christine Bound (NHS volunteer responder) and Chitra Acharya (NHS volunteer responder)
- 1203-1216 Prep time for Vaccines meeting
- 1216-1316 Vaccines meeting (Zoom) + Michael Gove, SoS/DHSC, Simon Case, James Bowler, Henry Cook, Ed Lister, James Slack, Will Musker, Dan Rosenfield, Simon Stevens, Emily Lawson and Munira Mirza
On Zoom: Nadhim Zahawi (Minister for Vaccine Deployment), Chris Whitty (CMO), Patrick Vallance 9CMA), Jonathan Van-Tam, Chris Wormald, Phil Duffy, Will Warr, Simon Ridley, Helen Dickinson, Nick Elliot, Imran Shafi, Rosie Bate-Williams, PS/Spad/CDL, PS/Spad/HMT and PS/Spad/DHSC
- 1316-1324 In Cabinet Room alone
- 1325-1326 With Ed Lister
- 1626-1425 Lunch with Woody Johnson (US Ambassador) and Ms Yael Lempert (Deputy Chief of Mission) + Will Gelling
- 1432-1534 COVID Strategy (Zoom) + Imran Shafi, Ed Lister, Michael Gove, Chris Whitty (CMO), James Bowler, Simon Ridley, Kate Josephs, Henry Cook, Henry De Zoete and James Slack
On Zoom: SoS/DHSC, Rob Harrison, Kathy Hall, Emma Payne, Ollie Illott, Ollie Munn, Alex Burns, Will Warr, Liam Booth Smith and Nikki Da Costa
- 1538-1633 Fisheries meeting (MMR) + Ed Lister, Dan Rosenfield, Martin Reynolds, Jonno Evans and James Slack
Joining from Brussels: David Frost, Oliver Lewis, Tim Barrow and Lindsay Appleby

- 1633-1704 Small Group – PMQs prep meeting + Nicholas Howard, Declan Lyons and Marcus Natale
- 1705-1747 Prep time for Conservative Women in Parliament + Ed Lister, Ben Gascoigne and Meg Powell-Chandler
- 1801 Depart No10 for HoC + Trudy Harrison MP
- 1805-1850 Conservative Women in Parliament meeting (HoC) (Zoom) + Trudy Harrison MP and Allegra Stratton
Maria Miller MP, Victoria Atkins MP, Flick Drummond MP, Virginia Crosby MP, Pauline Latham MP, Selaine Saxby MP, Helen Whateley MP, Cherilyn Mackrory MP, Katherine Fletcher MP, Anne Jenkin MP, Rachel Edwards (Maria Miller's office) and Tori Peck (CCHQ women's officer)
Others on Zoom
- 1854 Return to No10
- 1858-1910 With Imran Shafi, James Slack, Henry Cook Simon Ridley, Rosie Bate-Williams, Ed Lister and Michael Gove (on phone)
- 1913-1944 Meeting with Robbie Gibb (Kekst CNC)
- 1945-1950 Pre-No10 Quiz + Martin Reynolds, Dan Rosenfield and Clare Brunton
- 1950 No10 Quiz
- 2002 To office to collect Box
- 2005 To Flat

Wednesday 16 December

- 0705-0730 Personal training with Harry Jameson
- 0905 To office
- 0906-0930 Office meeting + Chancellor of the Exchequer, Chief Whip, Simon Caes, Dan Rosenfield, Ed Lister, Henry Cook, James Slack, Munira Mirza, Martin Reynolds, Ben Gascoigne, James Bowler and Stuart Glassborow
On Zoom: Liam Booth-Smith, Meg Powell-Chandler, Jack Doyle, Allegra Stratton, Declan Lyons, Simon Ridley, Kate Josephs, Nikki Da Costa, Sophia True, Rob Harrison, Jamie Davies, Kathy Hall, Trudy Harrison MP and Alex Burghart
- 0930-1004 Dashboard meeting (Zoom)
- 1005-1010 With Stuart Glassborow and Ed Lister
- 1010-1010 With Henry Cook and Alex Burns
- 1015-1025 Phone call with Ed Lister
- 1025-1039 Reading PMQ scripts + Declan Lyons
- 1039-1145 Prep time for PMQs
- 1145 Depart No10 for HoC

1151 Arrive at HoC + Ben Gascoigne, Nicholas Howard, Alex Burghart MP, Trudy Harrison MP and Declan Lyons
 1159 To Chamber for PMQs
 1242 Return to office. Lunch
 1303-1307 Meeting with David Johnson MP
 1308-1312 Meeting with Alexander Stafford MP
 1309-1322 Meeting with Jo Gideon MP
 1311-1315 With Nikki Da Costa
 1324-1336 Meeting with Chris Grayling MP
 1344-1351 Meeting with Fiona Bruce MP
 1358 Meeting with Rebecca Pow MP
 1413 Depart HoC for No10
 1415 Return to No10
 1416-1538 Prep time for Press Conference + Tim Kiddell and Imran Shafi
 1538-1615 Press Conference
 1615-1620 With Jonno Evans
 1620-1641 Prep time for meeting with 1922 Committee
 1641-1703 Box work
 1703-1800 Meeting with 1922 Committee
 1800-1827 Schools January discussion (Zoom) + Michael Gove, Ed Lister/Dan Rosenfield, Alex Burns, Stuart Glassborow, Kate Josephs, James Slack, Henry Cook, James Bowler and Jenny Harries (DCMO)
 1830-1857 Phone call with Her Majesty The Queen
 1900-1915 Prep time for COVID O meeting (Zoom) +
 1915-2003 COVID O meeting (Zoom) Simon Case, James Bowler, Kathy Hall, Ed Lister/Dan Rosenfield, Henry Cook, James Slack and Imran Shafi
 On Zoom: Kate Josephs, Rosie Bate-Williams, Simon Ridley, Rob Harrison, Susie Owen, Henry De Zoete, Ben Gascoigne, Nikki Da Costa, Meg Powell-Chandler and Declan Lyons
 2005 Box work
 2010 To Flat

Thursday 17 December

0900-0935 Brexit update (MMR) + Martin Reynolds, Dan Rosenfield, Ed Lister, Jonno Evans, Simon Case and James Slack
 In Brussels: David Frost, Oliver Lewis, Tim Barrow and Lindsay Appleby
 0935-1002 Office meeting + Chancellor of the Exchequer, Chief Whip, Simon Case, Dan Rosenfield, Ed Lister, Henry Cook, James Slack,

- Munira Mirza, Martin Reynolds, Ben Gascoigne, James Bowler and Stuart Glassborow
- On Zoom: Liam Booth-Smith, Meg Powell-Chandler, Jack Doyle, Allegra Stratton, Declan Lyons, Simon Ridley, Kate Jospehs, Nikki Da Costa, Sophia True, Rob Harrison, Rosie Bate-Williams, Jamie Davies, Kathy Hall, Trudy Harrison MP and Alex Burghart MP
- 1000-1015 Meeting to discuss airports + Emily Beynon, Ed Lister and Jack Doyle
- 1020-1047 Prep time for bilateral with Chancellor of the Exchequer + Stuart Glassborow, Dan Rosenfield, Ed Lister and Simon Case
- 1049-1155 Bilateral with Chancellor of the Exchequer
- 1200-1224 Meeting with Michael Barber, Delivery Associates (Zoom) + Stuart Glassborow, Dan Rosenfield and Ed Lister
- 1225-1230 With Dan Rosenfield and Stuart Glassborow
- 1230-1252 Lunch (Flat)
- 1257-1333 Meeting with Gary Jones and Mick Booker (Sunday Express) + Jack Doyle
- 1302-1304 Andy Parsons joins (photographer)
- 1340-1400 Meeting with George Parker and Roula Khalaf (Financial Times)
- 1412-1445 Testing meeting + Henry Cook, Ed Lister, Kate Josephs and Imran Shafi
- 1500-1539 Brexit update
- 1540-1558 With Greg Gardner, Martin Reynolds, Will Gelling and Ed Lister
- 1547 Dan Rosenfield joins
- 1558-1607 With Ed Lister and Dan Rosenfield
- 1613-1620 With James Slack, Jonno Evans, Martin Reynolds, Stuart Glassborow and Dan Rosenfield discussing Brexit
- 1622-1630 Interview for PS Public Services (Ollie Illott)
- 1632-1640 Interview PS Public Services (Patrick Cary)
- 1641-1643 With Clare Brunton
- 1643-1645 With Stuart Glassborow
- 1646-1702 Meeting with Constituency staff
- 1702-1707 With Gemma Ungood-Thomas, Martin Reynolds and Dan Rosenfield
- 1715-1748 Prep time/write script for video messages
- 1749-1815 Record a message for Christmas/Falklands radio broadcast/video of looking at Xmas card/poster challenge submissions
- 1815-1835 MP engagement phone calls + Declan Lyons, James Slack and Ben Gascoigne
- 1838-1854 Prep time for call with Ursula von der Leyen + Jonno Evans, Simon Case, Martin Reynolds, Ed Lister, Dan Rosenfield, Stuart

Glassborow, Tim Barrow, David Frost, Oliver Lewis and Lindsay Appleby

1900-1921 Phone call with President Ursula von der Leyen of the European Commission + Jonno Evans, Simon Case, Martin Reynolds, Ed Lister, Dan Rosenfield, Stuart Glassborow, Will Gelling, David Frost, Jamie Davies, James Slack, Simon Case, Tim Barrow, Oliver Lewis and Lindsay Appleby

1921-1939 De-brief following phone call + James Slack, Jonno Evans, Stuart Glassborow, Ed Lister and Simon Case

1939-1952 Alone in office

1952-2006 Thank Lucy Campbell and Steve Higham who are leaving

2008-2019 Private phone call

2019 To Flat

Friday 18 December

0751 Depart No10 for RAF Northolt

0832 Arrive RAF Northolt and depart for Manchester Airport on RAF 146

0907 Arrive Manchester Airport and depart for Openreach Bolton by car (with bikes)

0940 Arrive Openreach L&D Training Centre (Breightmet Industrial Estate, off Breighmet Fold Lane, Bolton BL2 6PT)

0945 Meeting with Clive Selley (CEO), Catherine Colloms (MD, Corporate Affairs) and Michael Salter-Church (Director of Public Affairs and Policy)

1010 Escorted to classroom by Mark Rainbow (Head of Training and Facilities)
Splice fibre with apprentice
Put on PPE

1021 Move outside to observe drop wire training and meet apprentices

1025 Digi clip with Clive Selby (CEO)

1034 Move to Openstreet
Plug in underground connection

1046 Digi clip

1049 Media prep

1107 Regional huddle

1115 Put on hard hat and remove mask

1126 Broadcast clip

1134 Regional clip

1142 Points of Light award presentation

1147 Photo with engineers

1151 Farewell to host. Depart for airport (with bikes)

- 21 -

1238 Arrive Manchester Airport. Depart for RAF Northolt on RAF 146
 1323 Arrive RAF Northolt and depart for No10
 1331-1341 Phone call with Paul Dacre (DMG Media) + James Slack (in ca
 1355 Return to No10
 1400 Lunch with Stephanie (Flat)
 1505-1510 Meeting with Ann Sindall
 1515-1557 COVID – Data update
 1600-1605 Prep time for call with Business Leaders
 1605-1656 Video call with Business Leaders + Lord Hill (HMT), Katherine
 Braddick (HMT), Ron Kalifa (conducting a strategic review for
 HMT) and Oliver Christian
 Kristo Käärman, Transferwise
 Nik Storonsky, Revolut
 Will Shu, Deliveroo
 Poppy Gustafsson, Darktrace
 Peter Holten Muhlmann, Trustpilot
 Gordon Sanghera, Oxford Nanopore
 John Lofton Holt, Alphawave IP
 1659-1743 Brexit update (MMR Room)
 1743-1745 Pre-brief with Katie Lam, Dan Rosenfield and Ed Lister
 1745-1800 Thank you to Spads
 1804-1806 In with Martin Reynolds and Ed Lister discussing Peerages
 1806-1833 In office
 1833-1848 With Allegra Stratton
 1849-1917 Covid discussion with Imran Shafi, Dan Rosenfield, Ed Lister,
 Martin Reynolds, Allegra Stratton, Clare Brunton, Simon Case and
 Henry Cook
 2024-2157 Pre-brief for Covid O meeting (Zoom)
 Covid O meeting (Zoom) + Simon Case, Patrick Vallance (CMA),
 Chris Whitty (CMO), Dr Clare Gardiner (JCB), Dido Harding,
 James Bowler, Simon Ridley, Kathy Hall, Rob Harrison, Imran
 Shsafi, James Slack, Catherine Cutts, Henry Cook, Rosie Bate-
 Williams, Ed Lister, Dan Rosenfield, Stuart Glassborow, Steffan
 Jones, Will Warr, Ben Gascoigne and Nikki Da Costa
 2158 To Flat

Saturday 19 December*No10*

0813-0849 Run
 0850 Quick word with Dan Rosenfield
 To Flat
 0909-1041 Pre-meet ahead of Covid meeting (Zoom) followed by

- 22 -

Covid meeting (Zoom) + Simon Case, Ed Lister/Dan Rosenfield, James Bowler, Simon Ridley, Henry Cook, James Slack, Rosie Bate-Williams, Ben Gascoigne, Nikki Da Costa and Imran Shafi

1047 Return to office

1048-1100 Reading papers ahead of Brexit update

1100-1103 With Ed Lister, Dan Rosenfield, Simon Case, James Slack and Stuart Glassborow in Private Office discussing Covid

1104-1117 With Jonno Evans, Martin Reynolds, Ed Lister, Dan Rosenfield, Simon Case, James Slack and Stuart Glassborow

1117-1137 Brexit update (MMR) + Martin Reynolds, Dan Rosenfield, Ed Lister, Jonno Evans, Simon Case and James Slack

Brussels: David Frost, Oliver Lewis, Tim Barrow and Lindsay Appleby

1138-1219 In office doing box work

1219 To Flat for lunch

1258 Return to office

1305-1336 Conference call with Cabinet + Simon Case and Imran in office + Chris Whitty, Patrick Vallance, Simon Ridley, James Bowler, Emma Payne, Alex Burghart, Trudy Harrison, Ed Lister, Helen MacNamaara, Rob Kramer, Mark Sweeney, Declan Lyons, Ben Gascoigne, Ellie Khan, Clare Brunton and Catherine Cutts

1409-1422 Phone call with Sir Keir Starmer + Chris Whitty, Patrick Vallance, Declan Lyons, Ben Gascoigne and Clare Brunton

1422-1448 Alone in office

1449 Press Conference prep + Dan Rosenfield, Henry Cook, Rosie Bate-Williams, Stuart Glassborow, Declan Lyons, James Slack, Jack Doyle and Imran Shafi

1537 Chris Whitty (CMO) and Patrick Vallance (CMA) join

1611 Press Conference

1651 Return to office

1651-1709 With Dan Rosenfield

1710 To Flat

Sunday 20 December*No10*

0819 Run

1133-1137 Conference call with David Frost, Oliver Lewis, Tim Barrow, Jonno Evans, Martin Reynolds, Dan Rosenfield, Ed Lister, Simon Case and James Slack

To Flat

1330 Down from Flat

1338-1350 Phone call with Jacob Rees-Mogg + Dan Rosenfield

1406 Simon Case joins
 1411 Martin Reynolds joins
 1431-1501 James Slack and Stuart Glassborow join Brexit Prebrief
 1503-1555 VTC with David Frost (MMR)
 1601-1627 Doing box work
 1627-1644 With Martin Reynolds, Simon Case, James Slack, Stuart Glassborow, Ed Lister, Dan Rosenfield and Jonno Evans
 1644-1658 In office alone
 1708-1710 With Martin Reynolds, Simon Case, James Slack, Stuart Glassborow, Ed Lister, Dan Rosenfield and Jonno Evans
 1710 To Flat

Monday 21 December

0832 Down from Flat
 0833-0837 Listened in to Private Office meeting + Dan Rosenfield, Stuart Glassborow and Clare Brunton
 0838-0843 In Private Office with Dan Rosenfield and Stuart Glassborow
 0843-0900 Alone in office and on the phone
 0930-1002 Brexit meeting (MMR)
 1004-1045 Dashboard meeting (Zoom)
 1048-1110 Phone call with Foreign Secretary + Jonno Evans, Martin Reynolds, Lindsay Appleby, Beth Armstrong, Phil Dixon and Theo Rycroft
 1145-1200 Prep time for call with President Ursula von der Leyen + Jonno Evans
 1201-1226 Phone call with President Ursula von der Leyen of the European Commission + Martin Reynolds, Will Gelling, Steve Higham, Lucy Campbell, David Frost, Greg Gardner, James Slack, Allegra Stratton, Steph Lis, Lindsay Appleby, Tim Barrow and Jaimie Norman
 1226-1316 Lunch and box work
 1316-1318 With Martin Reynolds and Jonno Evans
 1318-1322 Meeting on Peerages + Will Gelling and Martin Reynolds
 1342-1411 Prep for COBR
 1411-1457 COBR meeting
 1500 Prep for Press Conference
 1551-1640 With SoS/DfT (on spider phone) + Olivia Shillabeer and Henry Cook ahead of Macron phone call
 1640-1649 Phone call with President Macron of France + Jonno Evans, Olivia Shillabeer, Dan Rosenfield and Martin Reynolds
 1649-1705 Press Conference prep
 1708-1733 Press Conference

- 1810-1830 Call with David Frost re EU Fisheries Negotiations update + Dan Rosenfield, Martin Reynolds and Jonno Evans
- 1830-1855 CCHQ Advisory Board + Ben Gascoigne
- 1900-2005 Virtual political fundraiser + Ben Gascoigne
- 2017-2043 Phone call with President Ursula von der Leyen of the European Commission + David Frost, Tim Barrow, Martin Reynolds, Simon Case, Dan Rosenfield, James Slack, Jonno Evans, Stuart Glassborow and Ed Lister

Tuesday 22 December

- 0700-0730 Personal training with Harry Jameson
- 0904-0940 Office meeting
- 0945-1000 Pre-brief with Steve Higham
- 1006-1014 Virtual troops meeting
- 1020-1130 Read Brexit papers + Jonno Evans
- 1136-1145 Phone call with Mary Beggs-Reid from Harrogate (Together Initiative) + Carrie, Shelley Williams-Walker and Jo Power
- 1145-1215 Lunch + Simon Case
- 1220-1320 COVID meeting + Simon Case, Ed Lister/Dan Rosenfield, James Bowler, Simon Ridley, Kathy Hall, Henry Cook, Imran Shafi, James Slack and Jack Doyle
On Zoom: Patrick Vallance, Chris Whitty, Emma Payne, Susie Owen, Ollie Ilott, Alex Burns, Allegra Stratton, Rosie Bate-Williams, Joel Winton, Ben Gascoigne and Nikki Da Costa
- 1320-1329 Prep time for call with Ursula von der Leyen + Simon Case, Dan Rosenfield, Martin Reynolds, Jonno Evans, Ben Gascoigne, Stuart Glassborow, Jonno Evans + David Frost and Lindsay Appleby (on phone)
- 1346-1410 Phone call with President Ursula von der Leyen of the European Commission + Martin Reynolds, Simon Case, Dan Rosenfield, James Slack, Jonno Evans, Stuart Glassborow, Ed Lister, Will Gelling, Steve Higham, Katie Smith, Allegra Stratton, Lucy Campbell and Steph Lis
- 1410-1430 Wash-up meeting + Jonno Evans, Ben Gascoigne, Ed Lister, Dan Rosenfield, David Frost, Simon Case, Lindsay Appleby and James Slack
- 1430-1539 Vaccines meeting + Chancellor of the Exchequer, Michael Gove, SoS/DHSC, Nadhim Zahawi MP (Minister for Vaccine Deployment), Simon Case, James Bowler, Henry Cook, Ed Lister, Dan Rosenfield, James Slack, Jack Doyle and Will Musker
On Zoom: Simon Stevens, Emily Lawson, Patrick Vallance, Chris Whitty, Jonathan Van-Tam, Chris Wormald, Phil Duffy, Munira

- 25 -

Mirza, Will Warr, Simon Ridley, Helen Dickinson, Madeleine Mcernan, Imran Shafi, Allegra Stratton, Ben Gascoigne, Nikki Da Costa, Declan Lyons, PS/Spad/CDL office, PS/Spad/HMT and PS/Spad/DHSC

1539-1554 With Dan Rosenfield

1554-1609 MP engagement meetings and political phone calls + Ben Gascoigne, Declan Lyons and Dan Rosenfield

1611-1629 With Dan Rosenfield, Simon Case, Jonno Evans, Martin Reynolds, Stuart Glassborow, Ed Lister, James Slack, Ben Gascoigne and David Frost (on phone)

1629-1638 Alone in office

1638 Political phone calls + Ben Gascoigne and Declan Lyons

1730-1800 Update on Borders (Zoom) + Simon Case, Dan Rosenfield, Ed Lister, Olivia Shillabeer, James Slack, Jack Doyle, Henry Cook, Martin Reynolds and David Quarrey
On Zoom: Michael Gove, SoS/DfT, James Bowler/Ollie Munn, PS/official/DfT, Patrick Vallance (CMA), Dido Harding, Raghuv Bhasin (DHSC), Roger Hargreaves, Charlotte Earland, Ben Gascoigne/Declan Lyons and PS/CDL

1800 Box work

1915 To Flat

Wednesday 23 December

0830 Return from run

0905-0930 Office meeting (Zoom) + Chancellor of the Exchequer, Chief Whip, Simon Case, Dan Rosenfield, Ed Lister, Henry Cook, James Slack, Joel Winton, Martin Reynolds, Ben Gascoigne, James Bowler, Stuart Glassborow,
On Zoom: Liam Booth-Smith, Meg Powell-Chandler, Jack Doyle, Allegra Stratton, Declan Lyons, Simon Ridley, Kate Josephs, Nikki Da Costa, Sophia True, Rob Harrison, Rosie Bate-Williams, Jamie Davies, Kathy Hall, Trudy Harrison MP and Alex Burghart MP

0930-1015 Dashboard meeting (Zoom)

1015-1040 Brexit update + Jonno Evans, Martin Reynolds, David Frost (on phone), Oliver Lewis (on phone), Tim Barrow (on phone) Simon Case, Dan Rosenfield, James Slack and Ed Lister

1045-1106 Phone call with President von der Leyen + Dan Rosenfield, Ed Lister, Martin Reynolds, Stuart Glassborow, Jonno Evans, Will Gelling, David Frost, Greg Gardner, James Slack, Katie Smith, Allegra Stratton, Tim Barrow, Oliver Lewis, Stephanie Lis, Simon Cae, Ben Gascoigne, Jaimie Norman and Lucy Campbell

- 1110-1123 Brexit update + Jonno Evans, Martin Reynolds, David Frost (on phone), Oliver Lewis (on phone), Tim Barrow (on phone) Simon Case, Dan Rosenfield, James Slack and Ed Lister
- 1123-1147 Phone call with President von der Leyen + Dan Rosenfield, Ed Lister, Martin Reynolds, Stuart Glassborow, Jonno Evans, Will Gelling, David Frost, Greg Gardner, James Slack, Katie Smith, Allegra Stratton, Tim Barrow, Oliver Lewis, Stephanie Lis, Simon Cae, Ben Gascoigne, Jaimie Norman and Lucy Campbell
- 1230-1247 Phone call with President von der Leyen + + Dan Rosenfield, Ed Lister, Martin Reynolds, Stuart Glassborow, Jonno Evans, Will Gelling, David Frost, Greg Gardner, James Slack, Katie Smith, Allegra Stratton, Tim Barrow, Oliver Lewis, Stephanie Lis, Simon Cae, Ben Gascoigne, Jaimie Norman and Lucy Campbell
- 1255-1326 Phone call with President von der Leyen + Dan Rosenfield, Ed Lister, Martin Reynolds, Stuart Glassborow, Jonno Evans, Will Gelling, David Frost, Greg Gardner, James Slack, Katie Smith, Allegra Stratton, Tim Barrow, Oliver Lewis, Stephanie Lis, Simon Cae, Ben Gascoigne, Jaimie Norman and Lucy Campbell
- 1327-1338 Brexit update + Jonno Evans, Martin Reynolds, David Frost, Oliver Lewis, Simon Case, Dan Rosenfield, James Slack, Allegra Stratton and Ed Lister
- 1338 In office working on Statement
To Flat
- 1450 Return from Flat
- 1451-1500 Prep time for phone call with Prime Minister Sanchez of Spain + Jonno Evans
- 1500-1530 Phone call with Prime Minister Sanchez of Spain + Stephanie Lis, Ben Gascoigne, Allegra Stratton, Katie Smith, Jess Seldon, Lucy Campbell, Jonno Evans, Hugh Elliott, Martin Reynolds, Jaimie Norman, Dan Rosenfield, Ed Lister, Simon Case and Stuart Glassborow
- 1531 In office working on Statement
- 1715-1749 Small group meeting (MS Teams) + Dan Rosenfield, Ed Lister, Martin Reynolds, Simon Case, Jess Glover, Jonno Evans, Jon Garvie, Tim Barrow, Oliver Lewis and David Frost
- 1800-1830 Cabinet conference call + Helen MacNamara, Rob Kramar, Jonathan Black, Jess Glover, Jon Garvie, Martin Reynolds, Stuart Glassborow, Ben Gascoigne, Dan Rosenfield, Ed Lister, Jonno Evans, Simon Case, James Slack, Jack Doyle, Allegra Stratton, Declan Lyons, Clare Brunton and Oliver Lewis
- 1845-1915 VTC with President von der Leyen (MS Teams)
- 2119 To Flat

- 27 -

- 2125-2140 Pre-brief Cabinet + Martin Reynolds, Stuart Glassborow, Dan Rosenfield, Ben Gascoigne, Simon Case, Jonno Evans and Oliver Christian
- 2140-2256 Phone call with Cabinet
- 2313-2316 Phone call with President von der Leyen (on mobile)
- 2342 To Flat

Thursday 24 December

- 0620 Run
- 0742 To office
- 0745 MP Engagements phone calls
- 0818-0826 Phone call with William Cash MP + Dan Rosenfield, Stuart Glassborow and Martin Reynolds
- 0826 MP Engagements phone calls
- 0933-1007 Prep for Press Conference + Tim Kiddell, Jonno Evans and James Slack
- 1130-1147 Phone call with Martin Reynolds, Stuart Glassborow, Dan Rosenfield, Ed Lister and David Frost
- 1152-1204 Phone call with President Von der Leyen + Martin Reynolds, Stuart Glassborow, Dan Rosenfield, Ed Lister and David Frost
- 1319-1336 Private meeting with Maurice Ostro, Ostro Minerals and Fayre Share Investments
- 1345-1354 Phone call with Her Majesty The Queen
- 1356-1359 Prep time for Christmas message
- 1412 Record a video message for Christmas
- 1425-1442 VTC with President Von der Leyen (via webex)
- 1445 Pre-brief for Press Conference
- 1525-1600 Press Conference to announce Brexit Deal
- 1617-1639 Phone call with Allister Heath (Editor, Sunday Telegraph) and Harry York (Editor for Whitehall) + Jack Doyle and Dan Rosenfield
- 1742 Record Christmas message
- 1756 To Flat

Friday 25 December

Christmas Day
No10

Saturday 26 December

Boxing Day
No10

Sunday 27 December

No10

- 28 -

Monday 28 December*Bank Holiday
No10*

- 1033-1100 Prep time for COVID update + Alex Burns, Dan Rosenfield and Stuart Glassborow
- 1115-1228 COVID update – Schools (Zoom) + SoS/DfE, SoS/DHSC, Michael Gove, James Slack, Susan Acland Hood, Chris Whitty (CMO), Patrick Vallance (CMA), Dan Rosenfield and Stuart Glassborow
- 1232-1247 Phone call with Prime Minister Charles Michel of Belgium + Dan Rosenfield, Stuart Glassborow, Ed Lister, Jonno Evans, James Slack, David Frost, Lindsay Appleby, Stephanie Lis, Tim Barrow and Lucy Campbell
- 1250-1305 Discussion on schools + Stuart Glassborow, Dan Rosenfield and Alex Burns
- 1309-1329 With Dan Rosenfield
- 1330 To Flat

Tuesday 29 December

- 1030 To office
- 1034-1114 Drop into meeting with Bill Cash MP (Study)
- 1114-1126 With Dan Rosenfield
- 1126 Working on speech
- 1331-1520 Vaccines meeting (Zoom) + Chancellor of the Exchequer, Michael Gove, SoS/DHSC, Nadhim Zahawi MP (Minister for Vaccine Deployment), Simon Stevens, Simon Case, James Bowler, Henry Cook, Ed Lister/Dan Rosenfield, James Slack and Will Musker
On Zoom: Emily Lawson, Chris Whitty (CMO), Patrick Vallance (CMA), Jonathan Van-Tam, Chris Wormald, Simon Ridley, Madeleine McTernan, Will Warr and Imran Shafi
- 1600-1630 Discussion with Dan Rosenfield
- 1630 Working on speech
- 1745-1845 Prep time for speech (Zoom)
- 1845-2045 COVID-O meeting (Zoom) + Simon Case, Ed Lister/Dan Rosenfield, James Slack, James Bowler, Kathy Hall, Henry Cook and Imran Shafi/Alex Burns/Stuart Glassborow
On Zoom: Rosie Bate-Williams, Nikki Da Costa, Ben Gascoigne, Declan Lyons and Munira Mirza
- 2050 To Flat

Wednesday 30 December*Votes on the Brexit Deal*

- 0915 Depart No10 for HoC

0923 Arrive HoC + Nicholas Howard, Alex Burghart MP, Trudy Harrison MP, Oliver Lewis and Cara Phillips

0931 To Chamber

0936 Return to HoC office
In office with Nicholas Howard, Trudy Harrison, Oliver Lewis and Cara Phillips

0950 To Chamber for opening speech and debate on 2nd Reading of Future Relationship Bill

1131 Return to HoC office

1134-1138 With Conor Burns MP

1152 Depart HoC for No10

1157 Return to No10

1158-1220 Prep time for media interviews + Jack Doyle, Dan Rosenfield, Will Musker and Rosie Bate-Williams

1231 Media interviews + Shelley Williams-Walker

1320 In office

1402 Depart No10 for HoC

1410 Arrive at HoC. Quick word with Bernard Jenkin MP outside office

1411 Into office with Alex Burghart MP, Trudy Harrison MP, Oliver Lewis and Cara Phillips

1416 To Chamber for CDL's closing speech + Alex Burghart MP and Trudy Harrison MP

1430-1440 Votes

1444 Depart HoC for No10

1446 Return to No10

1448-1501 With Jonno Evans, Stuart Glassborow and Dan Rosenfield

1501-1513 Sign Treaty

1513-1523 With David Frost

1530-1605 Prep time for Press Conference + Tim Kiddell, Imran Shafi, David Blair, James Slack, James Bowler, Rosie Bates-William

1540-1613 Alex Burns joins

1634-1701 With David Blair, Imran Shafi, Tim Kiddell, Rosie Bate-Williams and Jack Doyle

1640 Jonathan Van-Tam and Professor Stephen Powis join

1702-1753 Press Conference + Jonathan Van-Tam and Professor Stephen Powis

1825-1830 Prep time for meeting with Oxford VC and AZ CEO + Will Musker and Dan Rosenfield

1830-1907 Meeting with Pascal Soriot (CEO, AstraZeneca), Louise Richardson (Vice-Chancellor, Oxford University) and John Bell (Regius Professor of Medicine, Oxford University) + Will Musker and Dan Rosenfield

New Year's Eve

0800	Depart No10
0950	Return to No10
1028	To office
1030-1035	Prep time for call with Foreign Secretary + Lyndsay Appleby, Martin Reynolds, Dan Rosenfield and Jonno Evans
1041-1045	Phone call with Foreign Secretary + Lyndsay Appleby, Martin Reynolds, Dan Rosenfield and Jonno Evans
1050-1255	Writing New Year Message
1305-1318	Recording New Year Message
1318-1350	Meeting with Dan Rosenfield
1355	To Flat