

**Citizens' Assembly of Scotland: Scotland's Climate Assembly
Stewarding Group Meeting Minutes
Fifth Meeting – 25 August 2020**

Attendees

Claudia Beamish MSP	Scottish Labour Party
Malcolm Cannon	Institute of Directors, Scotland
Professor Paul de Leeuw	Robert Gordon University
Kate Dyer	Extinction Rebellion
Professor Iain Docherty	University of Stirling
Dr Oliver Escobar	University of Edinburgh
Liam Fowley MYSP	Scottish Youth Parliament
Jamie Gregory	Secretariat
Doreen Grove	Scottish Government, Open Government
Justin Kenrick	Extinction Rebellion
Audrey MacDougall	Scottish Government, Social Research
Jenny Marr	Scottish Liberal Democrats
Kelly McBride	The Democratic Society (DemSoc)
Andrew McCornick	National Farmers Union, Scotland
Eleanor McGhie	Secretariat
Dr Scott McGrane	University of Strathclyde
Andrew McRae	Federation of Small Business Scotland
Laura Moodie	Scottish Green Party
Jess Pepper	Climate Café/Stop Climate Chaos Scotland
Mike Robinson	Scottish Royal Geographical Society
Anna Santucci	Secretariat
Kaela Scott	Involve
Julie Steel	Secretariat
Sally Thomas	Scottish Federation of Housing Associations
Susie Townend (Chair)	Secretariat

Apologies

Finlay Carson MSP	Scottish Conservative Party
Bryce Cunningham	Mossgiel Farm
John Dickie	Child Poverty Action Group
Kirsten Leggatt	2050 Climate Group
Angus MacDonald MSP	Scottish National Party
Dr Jane Suiter	Dublin City University

1. Welcome and Introductions

Susie welcomed and thanked attendees for attending. She reminded the Stewarding Group that they had received a total of nine papers in advance of the meeting and that the Secretariat recognised that this was a lot to review. She invited feedback after the meeting if participants felt there were too many, too few or about the right number of papers being issued.

Susie introduced Kaela Scott (Involve) and Kelly McBride (DemSoc) who will be leading the design and facilitation of the Assembly, and explained that Kaela would be embedded within the Secretariat for the duration of the Assembly.

Attendees agreed to the meeting being recorded and were reminded that the Secretariat would abstain from all votes.

2. Assembly Selection Criteria – Scottish Index of Multiple Deprivation vs. Household Income

Susie introduced the topic of Assembly Member Selection Criteria. Based on previous experience the Sortition Foundation had proposed the use of the Scottish Index of Multiple Deprivation (SIMD) to capture income inequalities rather than asking potential members to disclose household income. A discussion followed with Stewarding Group members generally expressing the view that income would be very important and using the SIMD may not be sufficient.

Members voted on:

'Do you agree with the proposal to use the SIMD data for member selection rather than household income?'

The majority of members voted **no**.

The Secretariat will feed back to the Sortition Foundation that the Stewarding Group feels strongly about the inclusion of household income.

3. Proposed Dates for Assembly and Stewarding Group Meetings

The proposed dates for Assembly meetings were discussed. Some Stewarding Group members expressed concern that six meetings would not be enough for Assembly Members to meaningfully consider the evidence presented. However, due to the amount of time available for meetings to be conducted in (five months), it was not felt that it would be possible to ask potential Members to give up more than six weekends of their own time during this period. Other Stewarding Group members also expressed concerns that having more meetings would be a barrier to certain groups signing up to take part, noting that this could be particularly difficult for young people, carers and shift workers. Regular Stewarding Group meetings were proposed in the run up to, and in each week following an Assembly meeting. Stewarding Group meetings will move to a Wednesday afternoon to allow maximum participation. Susie proposed the Secretariat circulate weekly updates from September to keep the Stewarding Group up to date between meetings.

Members voted on:

'Do you agree with the proposed Assembly dates?'

The majority of members voted **yes**.

'Do you agree with the proposed frequency of Stewarding Group meetings?'

The majority of members voted **yes**.

4. Assembly Invitation Letter

The Stewarding Group discussed the proposed text and appearance for the draft invitation to join the Assembly. Susie confirmed that the envelope would be visually appealing and branded with the Scotland's Climate Assembly logo.

Members voted on:

'Do you agree with the proposed letter?'

The majority of members voted **yes**.

5. Assembly Question

Susie summarised the deliberative experience undertaken by the Secretariat and many members of the Stewarding Group, which was designed and facilitated by the Democratic Society to help plan the Assembly question. The Stewarding Group discussed the language used in, and the spirit of the question and Susie reiterated that due to the nature of the Assembly, members would be able to adapt the question during the process if they desired.

After considerable discussion, members voted on:

'Which do you prefer?'

Option 1: How should Scotland change to tackle the climate emergency in an effective and fair way?

Option 2: How must Scotland change to tackle the climate emergency in an effective and fair way?'

The majority of members voted for **option 1** which will be included in the Assembly invitation letter.

6. Communication and Evidence Leads

Susie introduced the idea of having one main Communication Lead and several Evidence Leads and suggested people who may fill these roles. The Communication Lead would be a continuous presence throughout the Assembly to support members and help put evidence into context, contributing to the overall narrative of the Assembly. The Evidence Leads would be experts in different fields and will ensure the evidence presented provides a balance of content and is accessible to all Assembly Members.

There was considerable discussion on this item, particularly in relation to potential Evidence Leads. The Stewarding Group expressed the necessity for diversity and balance within the panel of Evidence Leads.

Members voted on:

'Do you agree with the proposed Communication Lead?'

The majority of members voted **yes**.

A broad consensus on Evidence Leads was reached, with the Stewarding Group requesting additional time to consider the names and put forward additional suggestions if required. The Secretariat agreed.

7. Evidence Standards

Susie introduced the Evidence Standards. There was some discussion on this item with some members suggesting presentational changes to ensure there was no inferred hierarchy. The



Secretariat agreed to remove numbering, and re-order the categories of evidence included in the document.

Members voted on:

'Do you agree with the proposed evidence standards?'

With the proposed changes, the majority voted **yes**.

8. Conveners Update

Susie provided an update on the appointment of Conveners. The Stewarding Group expressed concerns regarding the process of appointing conveners and the Secretariat agreed to seek clarification from the Scottish Government on this matter.

9. Next Steps and Actions

Susie outlined the next steps of the Assembly, including proposed online public engagement, research and the parliamentary update. She thanked members of the Stewarding Group for the challenge and input they provide the Secretariat and reminded the group of the high volume of decisions that would need to be made over the coming months.

- **The Stewarding Group was invited to provide feedback to the Secretariat if they felt the number of meeting papers was too many, too few or about right.**
- **The Secretariat will inform the Sortition Foundation that household income should remain as a selection criteria.**
- **The Secretariat will issue list of further potential Evidence Lead names for consideration by the Stewarding Group.**
- **The Secretariat will seek clarification from Scottish Government on Conveners.**

10. AOB – None