



**Citizens' Assembly of Scotland: Scotland's Climate Assembly
Stewarding Group Meeting Minutes
Third Meeting – 21 May 2020**

Attendees

Claudia Beamish MSP
Malcolm Cannon
Emily Creamer
Nicola Dobson
Kate Dyer
Dr Oliver Escobar
Liam Fowley MSYP
Jamie Gregory
Doreen Grove
Justin Kenrick
Kirsten Leggatt
Audrey MacDougall
Jenny Marr
Andrew McCornick
Eleanor McGhie
Dr Scott McGrane
Laura Moodie
Anna Santucci
Julie Steel
Dr Jane Suiter
Sally Thomas
Susie Townend (Chair)

Apologies

Finlay Carson MSP
Bryce Cunningham
Professor Paul de Leeuw
John Dickie
Professor Iain Docherty
Angus MacDonald MSP
Andrew McRae
Jess Pepper
Mike Robinson

Scottish Labour Party
Institute of Directors, Scotland
Scottish Government, Social Research
Secretariat
Extinction Rebellion
University of Edinburgh
Scottish Youth Parliament
Secretariat
Scottish Government, Open Government
Extinction Rebellion
2050 Climate Group
Scottish Government, Social Research
Scottish Liberal Democrats
National Farmers Union, Scotland
Secretariat
University of Strathclyde
Scottish Green Party
Secretariat
Secretariat
Dublin City University
Scottish Federation of Housing Associations
Secretariat

Scottish Conservative Party
Mossgiel Farm
Robert Gordon University
Child Poverty Action Group
University of Stirling
Scottish National Party
Federation of Small Business Scotland
Climate Café/Stop Climate Chaos Scotland
Scottish Royal Geographical Society

1. Introductions

Susie welcomed and thanked attendees. Attendees agreed on the minutes from the second Stewarding Group meeting, with one minor change requested regarding terminology used to describe the deliberative process. Attendees agreed to the meeting being recorded.



2. Review of Member Selection Criteria discussed in the second Stewarding Group meeting (Susie Townend)

Interventions on the following criteria:

- Age – none
- Ethnicity – none
- Geographical area – none
- Rurality – none
- Educational qualification – comment on the source of this information
- Disability – none

New criterion introduced:

- Income

In the poll, **majority agreed** that:

- The Secretariat should use income as a member selection criterion instead of educational qualification (although educational qualification information will still be collected from applicants)

3. Points for 'further discussion' from the second Stewarding Group meeting (Susie Townend)

Attitudes Towards Climate Change – discussion on data source to be used.

In the poll, **all members agreed** that the Scottish Household Survey should be used as the data source for member selection stratification on attitude to climate change.

4. Consensus on Member Selection Criteria (poll)

All members agreed the Secretariat's proposed member selection criteria.

5. Roles and Responsibilities – lead facilitator discussion (Susie Townend)

Key points raised were the relationship that the lead facilitator(s) would have with the Secretariat and the implementation of 'check and balances' in the event of disagreement between the various bodies (Assembly Members, Stewarding Group, Secretariat, etc.)

6. Roles and Responsibilities – expert leads discussion (Susie Townend)

Key points raised were around numbers of expert leads and speakers, and who the expert leads/speakers will be accountable to.

In the poll, **majority agreed** that Scotland's Climate Assembly should have expert leads, with exact number to be determined later.

7. Roles and Responsibilities – convenor (Susie Townend)

Discussion centred on the role of the convenor and ensuring appropriate procedures were in place to resolve any disagreement between stakeholders.



The Secretariat agreed to circulate an organogram illustrating governance arrangements.

In the poll, most members supported convenors acting as figurehead, media liaison and member champion or a combination of those roles.

8. Covid-19 and Tenders (Susie Townend)

Discussion focussed on options to design a hybrid assembly meeting model (combining online and in-person meetings where these are possible) and the importance of ensuring inclusion, while recognising a digital (or partly digital) assembly could also have benefits. It was agreed that the tender documents should emphasise the importance of the facilitator being able to effectively lead online meetings.

Kate Dyer and Doreen Grove volunteered to help evaluate tender bids.

9. Next Steps – evidence base, public engagement, and framing the question (Susie Townend)

No interventions on evidence base.

Members emphasised that engagement should be led by a specialised engagement team and that young people be a focus of this engagement.

The Secretariat is moving forward on issuing Quick Quotes tender for a facilitator to run the half-day deliberative process session.

10. AOB - none