

From: [redacted]
Sent: 27 November 2019 12:53
To: [Redacted]
Cc: Clare.Hamilton@gov.scot
Subject: Scottish Government - International Climate Change Exhibition - SGT25111/1

Hi [Redacted]

Please find the attached countersigned copy of the contract.

Thank you again for your patience.

Best Regards,
[Redacted]

[Redacted]

Glasgow Science Centre | 50 Pacific Quay | Glasgow
[Redacted] | glasgowsciencecentre.org



The Corporate Events Office is open Monday-Friday 9am-5.30pm

[attachment redacted]

From: [Redacted]
Sent: 17 December 2019 16:22
To: David McQueen <david.mcqueen@glasgowsciencecentre.org>
Cc: Stephen Breslin <stephen.breslin@glasgowsciencecentre.org>; Berge K (Kersti) <Kersti.Berge@gov.scot>; [Redacted]
Subject: RE: FCO - COP26

Hi David,

Many thanks for your email and indeed, for you and Stephen meeting with Clare and I last week.

On the FCO meetings last week, [Redacted] and I met with [Redacted] on Friday afternoon and it was a positive and productive discussion. It was clear they are very much still establishing their own teams, governance and at the early stages of designed their needs for venues and facilitates.

They were open with us about how they would like to use the outside areas of GSC, but also that they still hoped to use some of the inside areas. We were clear that although we have booked the GSC for Scotland, we would welcome working with them on whether it could host officials events and/or fringe events. To this end, it's a priority for us all to sit down in the New Year and seek final agreement on this and this must be compatible with our original ambitions for using the Centre, but enable us to operate within the security cordons once they are decided. I'll set something up tomorrow.

Redacted

On your queries below, I've added some comments which will hopefully help.

- With Clare's no longer directly involved an updated list of our key contacts at Scottish Government for the COP. I'd be grateful if you could liaise with [Redacted] and I in the main going forward. However from our senior team, Kersti Berge, Director for Energy and Climate Change, is keen to meet with Stephen as a priority this week to discuss plans. **Would Stephen have availability this Friday 20th at 0900?**
- An update on progress with the [Redacted]. I appreciate the urgency of this request to facilitate plans, but we need to consider it as part of a business case to request overall COP26 funding from Scottish

Government budgets. This will be a priority in early January and I will keep you updated on likely timescales.

- [Redacted]

Happy to chat through any of this tomorrow.

Many thanks

[Redacted] | **Redacted** | Major Events Unit | Directorate for Culture, Tourism and External Affairs | Scottish Government | 2G South, Victoria Quay, Edinburgh, EH6 6QQ | tel: [Redacted] | mob: [Redacted] | email: [Redacted] | web: www.gov.scot

From: David McQueen <david.mcqueen@glasgowsciencecentre.org>

Sent: 16 December 2019 11:41

To [Redacted]>

Cc: Stephen Breslin <stephen.breslin@glasgowsciencecentre.org>

Subject: FCO - COP26

Hi [Redacted]

The FCO meeting went fine on Friday with a show around and discussion on our various external spaces. They are still trying to formulate their plans and we are therefore not sure what spaces are required nor their intentions for use of the spaces. From the discussions, it would appear that they are not seeking our outside spaces just for a media centre but are looking at these being more as part of the overall COP delivery and as such some of the activities mentioned are very similar to our discussion with you to date. Be helpful if you could update us on your meeting with FCO on Friday afternoon.

In terms of moving forward, it would also be helpful if you could provide the following:

- With Clare's no longer directly involved an updated list of our key contacts at Scottish Government for the COP.
- [Redacted]

Look forward to hearing from you.

Regards

DAVID MCQUEEN | DIRECTOR OF FINANCE & OPERATIONS

Glasgow Science Centre | 50 Pacific Quay | Glasgow G51 1EA
[Redacted] | glasgowsciencecentre.org

From: Hamilton C (Clare) <Clare.Hamilton@gov.scot>

Sent: 12 November 2019 12:37

To: David McQueen <david.mcqueen@glasgowsciencecentre.org>

Cc: [Redacted] Stephen Breslin <stephen.breslin@glasgowsciencecentre.org>

Subject: RE: COP26 and Glasgow Science Centre

Thanks very much, David, this is extremely helpful. The team is liaising with Event Space to make this as smooth as possible.

I'll let [Redacted] and [Redacted] come back to you directly with suggested dates for a site visit too.

Kind Regards

Clare

Clare Hamilton | Deputy Director | Climate Change Division | Directorate for Energy and Climate Change | Tel: [Redacted]

I work flexibly and may send emails early in the day or later in the evening. I do not expect an immediate response.

From: David McQueen <david.mcqueen@glasgowsciencecentre.org>

Sent: 11 November 2019 15:13

To: Hamilton C (Clare) <Clare.Hamilton@gov.scot>; Stephen Breslin <stephen.breslin@glasgowsciencecentre.org>

Cc: [Redacted]>

Subject: RE: COP26 and Glasgow Science Centre

Hi Clare

Thanks for getting back to us.

In terms of the various points you have raised I would respond as follows:

- **Exec Space** – Happy to proceed to contract with Exec Space but we will pass on the Commission cost back to you as outlined below. [Redacted] For the event to happen we need for payments to be made as specified in the contract and therefore SG will need to put them in funds in good time to make the payments at the required dates.
- **Basic Hire** – Happy to proceed on this basis at the moment and add the detail at a later date. Only concern is that demand for services during the conference is escalating rapidly around Glasgow and therefore if you want to ensure we can access all of the resources required we would need to start provisionally booking these soon i.e. AV equipment, AV Staff, Agency staff for catering provision, linen, tables, chairs, etc etc.
- **Staff Costs** – Basic hire cost includes a Manager, Supervisor and 11 hosts to manage your guests on the floors. In terms of set up, take down and cleaning costs basic provision is included, whether this is sufficient really depends on the extent of your activities i.e. is it a complete change every day for every space or are you delivering the same experience in each area every day. We can consider this more fully once the detail of the programme is clearer. If you want to deliver Science Experiences including Science and Planetarium Shows, Workshops etc to your guests this would be additional, as would the cost of any catering provision.
- **Security** - [Redacted]
- **Hire Cost** - We are not prepared to reduce the cost below that quoted. We have offered you a very competitive rate and successfully negotiated with Cineworld to offer the IMAX at their standard rate rather than at an [Redacted]. We have been inundated with numerous requests for hire of our buildings at much higher prices than quoted to you but have set aside the objective of maximising our income from COP26 to work with you to deliver a partnership event and create an educational legacy in the furtherance of our mission.
- **VAT** – The quote is exclusive of VAT.

In terms of a site visit by [Redacted] and possibly you we are happy to accommodate you whenever. If you could let us have some dates/times that suit you all we can get something in the diary asap.

Look forward to hearing from you.

Regards

DAVID MCQUEEN | DIRECTOR OF FINANCE & OPERATIONS

Glasgow Science Centre | 50 Pacific Quay | Glasgow G51 1EA
[Redacted] | glasgowsciencecentre.org



From: Clare.Hamilton@gov.scot <Clare.Hamilton@gov.scot>

Sent: 08 November 2019 19:41

To: David McQueen <david.mcqueen@glasgowsciencecentre.org>; Stephen Breslin <stephen.breslin@glasgowsciencecentre.org>

Cc: [Redacted]

Subject: RE: COP26 and Glasgow Science Centre

Dear David and Stephen

Very many thanks for sending through the draft contract and the proposal below. As you can imagine, we have had to consult a few different parts of Scottish Government on the contract and on the procurement process to make sure that we get this right.

The advice that we've received back today is that we need to make the booking for the basic venue hire through Event Space. This is because the Scottish Government has a framework agreement with Event Space for venue hire. If we take a different route, given the value of the contract we would need to go out to full tender.

Assuming you are content with this approach rather than an open tender, we will instruct Event Space early next week to book the Science Centre and Tower Base and the IMAX for the period 7-22 November 2020. Once the basic hire arrangement has been made, we will be able to firm up with you the additional requirements, including regarding the AV packages, education programme (including staff), use of external areas etc.

We do have a few questions on your proposal:

- what staff are included as part of the hire costs? Does it include staff required to clean, setup and reinstate the venue each day? What are the additional staff costs?
- We would, as a minimum, expect basic venue security staff to be included in the hire cost.
- The hire cost quoted is the standard base rate for daily hire. Are you prepared to offer any discount based on the guaranteed booking across 2 weeks, the value of profile to GSC for being involved and the partnership benefits that will result from the collaboration?
- Can you confirm whether the costs quoted were inclusive or exclusive of VAT?

Finally, it would be extremely helpful if we could arrange a further visit to the centre. Could you let us know when might be convenient for this to take place? I'd be looking for our events lead, [Redacted] to attend along with [Redacted], a colleague from Event Scotland and (diary permitting) me. We are all very much looking forward to working with you to make this event a success for Scotland and to deliver a hugely positive engagement experience over the next 2 years.

I will be on leave for most of next week, but [Redacted] will be available and [Redacted] will be back from Tuesday onwards. I will be picking up emails and should, however, be happy to speak by phone if that would be helpful.

Kind Regards

Clare

Clare Hamilton | Deputy Director | Climate Change Division | Directorate for Energy and Climate Change |
Tel: [Redacted]

I work flexibly and may send emails early in the day or later in the evening. I do not expect an immediate response.

From: Hamilton C (Clare) <Clare.Hamilton@gov.scot>

Sent: 01 November 2019 18:02

To: David McQueen <david.mcqueen@glasgowsciencecentre.org>

Cc: Stephen Breslin <stephen.breslin@glasgowsciencecentre.org>; [Redacted]

Subject: RE: COP26 and Glasgow Science Centre

David, Stephen

Very many thanks indeed for sending this through and my apologies for the slow acknowledgement. We will take a look at the proposal and come back to you by the end of next week, as previously agreed. It is possible that, in order to make the event as inclusive as possible, we may wish to extend the dates to include the 'end weekend', which would take us up to 22nd.

Kind Regards

Clare

Clare Hamilton | Deputy Director | Climate Change Division | Directorate for Energy and Climate Change | Tel:
[Redacted]

I work flexibly and may send emails early in the day or later in the evening. I do not expect an immediate response.

From: David McQueen <david.mcqueen@glasgowsciencecentre.org>
Sent: 31 October 2019 17:04
To: Hamilton C (Clare) <Clare.Hamilton@gov.scot>
Cc: Stephen Breslin <stephen.breslin@glasgowsciencecentre.org>
Subject: COP26 and Glasgow Science Centre

Hi Clare

Further to your discussions with Stephen, I have set out below my understanding of progress to date together with my thoughts on the next steps:

Exclusive Use of the Science Centre

We are happy to grant SG exclusive use of the Science Centre building and Tower base from Saturday 7 Nov to Friday 20 Nov i.e. a total of 14 days subject to agreement of our terms and conditions and fee.

A copy of our standard terms and conditions are attached for your review. Please note that until we agree the detail of the event we cannot populate the first part of the contract. We appreciate you are keen to confirm the booking asap and therefore could agree an outline contract for basic space/AV rental and then add the rest of the detail at a later date. The terms and conditions require you to take full responsibility for your staff, partners and guests and therefore should you wish to pass on some of the obligations to third parties it will be up to you to enter into any sub-contracts separately from GSC but always advising us accordingly.

We have provided you with some outline costs to date on the basis of the collaborative approach discussed and I have set these out in the table below along with details of other areas which need to be considered:

Item	Days	Rate £	Total Cost £	Notes/Comments
Full Day hire of Science Centre and Tower Base including the following areas: Atrium, Clyde Suite, The Street, The Planetarium, The Science Show Theatre, The Space Zone, The Hive, Floor 1, Floor 2, Floor 3, The Boardroom, The EGG, The Café, Tower Base South and Tower Base North.	14	[Redacted]	[Redacted]	[Redacted]
Standard AV Packages for the following areas: Atrium, Clyde Suite, The Hive, Space Zone, The Science Show Theatre, The EGG,, Tower Base South and Tower Base North Includes AV Support Staff	14	[Redacted]	[Redacted]	[Redacted]
Full day hire of the IMAX - Cineworld have agreed in principle, [redacted] to hire the IMAX to GSC to enable us to hire to SG.	14	[Redacted]	[Redacted]	[Redacted]

Standard IMAX AV Package	14	[Redacted]	[Redacted]	[Redacted]
Catering	14	[Redacted]	[Redacted]	[Redacted]
Commission	1	[Redacted]	[Redacted]	[Redacted]
Provisional Total Cost			[Redacted]	

Let me know if I have missed anything from the above and be good to get your thoughts on baseline costs and our terms and conditions.

[Redacted]

I also understand from our recent meeting that you are in the process of recruiting additional staff to assist with SG's contribution to COP26 and I think its important that we develop an efficient way of all working together over the next year or so. I think it makes sense for whoever is given lead responsibility for development of the content at SG works closely with our dedicated post holder and Events Team and we would therefore be happy to consider hosting or part hosting your lead developer at GSC to assist, possibly not initially but certainly as we get closer to the COP. Let me know your thoughts on this.

Memorandum of Understanding

This is a key document to outline how the above two elements of our aspirations for COP26 come together and I think its important that we agree this document at least at the same time as the hire contract [Redacted]. We need to develop the vision for the programme to be delivered at GSC during the COP and around Scotland pre, during and post COP. We are happy to start to draft a document if that would be of assistance. Let me know how you wish to proceed.

All very exciting and looking forward to working with you and your team to deliver a truly memorable contribution to COP26 and to create a real lasting educational legacy for the people of Scotland.

Look forward to hearing from you.

Regards

DAVID MCQUEEN | DIRECTOR OF FINANCE & OPERATIONS

Glasgow Science Centre | 50 Pacific Quay | Glasgow G51 1EA
[Redacted] | glasgowsciencecentre.org



From: Stephen Breslin <stephen.breslin@glasgowsciencecentre.org>
Sent: 31 October 2019 09:12
To: Hamilton C (Clare) <Clare.Hamilton@gov.scot>
Cc: [Redacted]; David McQueen <david.mcqueen@glasgowsciencecentre.org>
Subject: Re: SG, COP26 and the Science Centre

Hi Clare yes the meeting went very well with lots of enthusiasm from the network and support from Sheila Rowan and [Redacted] I also met with Redacted in the afternoon and he was equally enthusiastic.

We will get a draft contract over to you later today.

Regards

Stephen

Dr Stephen Breslin

Chief Executive

Glasgow Science Centre
[50 Pacific Quay, Glasgow G51 1EA](#)

Tel: [Redacted]
Fax: [Redacted]
Email: stephen.breslin@glasgowsciencecentre.org
<http://www.glasgowsciencecentre.org>

On 31 Oct 2019, at 08:42, "Clare.Hamilton@gov.scot" <Clare.Hamilton@gov.scot> wrote:

Thanks very much, Stephen. I hope yesterday's meeting went well and look forward to receiving the draft contract from David.

Clare

Clare Hamilton | Deputy Director | Climate Change Division | Directorate for Energy and Climate Change | Tel: [Redacted]
I work flexibly and may send emails early in the day or later in the evening. I do not expect an immediate response.

From: Stephen Breslin <stephen.breslin@glasgowsciencecentre.org>
Sent: 29 October 2019 19:10
To: Hamilton C (Clare) <Clare.Hamilton@gov.scot>
Cc: [Redacted] David McQueen <david.mcqueen@glasgowsciencecentre.org>
Subject: Re: SG, COP26 and the Science Centre

Thanks for this Clare.

I will drop you a quick note tomorrow to let you know how the meeting goes and David will be in touch over the next day or two with a draft contract which, as we discussed, we will aim to have agreed by the end of next week (8th November), to allow us to move forward with planning the wider engagement plan.

In the meantime please feel free to contact me directly on [Redacted] at any time if there is anything that you would like to discuss. [Redacted].

Regards

Stephen

Dr Stephen Breslin
Chief Executive

Glasgow Science Centre
[50 Pacific Quay, Glasgow G51 1EA](#)

Tel: [Redacted]
Fax: [Redacted]
Email: stephen.breslin@glasgowsciencecentre.org
<http://www.glasgowsciencecentre.org>

On 29 Oct 2019, at 17:03, "Clare.Hamilton@gov.scot" <Clare.Hamilton@gov.scot> wrote:

Dear Stephen

It was good to speak to you yesterday afternoon. I can confirm that I'm happy for you to mention at the ASDC meeting the partnership between SG and GSC for COP26 and our intention both to make GSC a hub for Scotland during the event [Redacted]

We agreed that it would be good to get the contract for the COP26 period nailed down and you kindly offered to send across a copy of your standard contract for our review. This will give us both certainty and security as we develop our plans. Alongside the contract we will work with you to develop an MoU on the wider programme. Once we have the basic contract agreed we can also work together to consider any additional elements – for example around Millennium Square.

As discussed, I'm very much looking forward to working with you and your team to make COP26 a truly inclusive event for Scotland.

Kind Regards

Clare

Clare Hamilton | Deputy Director – Head of Climate Change Division | Scottish Government

Atlantic Quay, Glasgow | Victoria Quay, Edinburgh
Tel: [Redacted] | Mob: [Redacted]

I work flexibly and may send emails early in the day or later in the evening. I do not expect an immediate response.

From: Stephen Breslin <stephen.breslin@glasgowsciencecentre.org>

Sent: 12 October 2019 13:18

To: Hamilton C (Clare) <Clare.Hamilton@gov.scot>

Cc: [Redacted]>

Subject: Re: Glasgow Science Centre - UNFCCC COP26

Hi Clare

Thank-you for the email. I would be delighted to discuss this with you further, would you be available for a call on Monday? I also have good availability for a face to face meeting next week.

In the meantime, hope that you have a good weekend.

Regards

Stephen

Stephen Breslin | Chief Executive Officer
Glasgow Science Centre | 50 Pacific Quay | Glasgow G51 1EA
[Redacted]
| glasgowsciencecentre.org

From: "Clare.Hamilton@gov.scot" <Clare.Hamilton@gov.scot>

Date: Saturday, 12 October 2019 at 11:55

To: Stephen Breslin <stephen.breslin@glasgowsciencecentre.org>

Cc: "[Redacted]">

Subject: Glasgow Science Centre - UNFCCC COP26

Dear Stephen

I am responsible for the Scottish Government's policy and actions on climate change. As I'm sure you will be aware, the annual international climate negotiations (UNFCCC COP) will be held in Glasgow from 9-20 November 2020, with around 30,000-55,000 official attendees over the 2 week period. The COP itself will be hosted by the UK Government at the SEC.

The Scottish Government is very keen to secure the Science Centre for the full 2 week period as our flagship venue to showcase Scotland's ambitions and actions on climate change and to showcase Scotland more widely: our

innovation, our businesses and our openness to the world. This is a fantastic opportunity for GSC to be a central part of the biggest international climate event since Paris in 2015 and we think the venue is a superb fit for our ambitions to showcase Scotland on a global scale.

Given the profile of the event and the likelihood of attendance by up to 200 Heads of State, there will be a wide security perimeter around the area, enforced by both UN Security and by the police. We are expecting there to be significant disruption caused by protests around the event, along the lines of the Extinction Rebellion protests you may have seen reported on the news earlier this week.

We have been in contact with your Event Sales team via ExecSpace and I understand that you do already have private bookings on some of the days we are looking to secure between 7-22 November 2020. In addition to our hope to exclusively use the GSC across this period, we are conscious that given the enhanced security arrangements that will be in place and the likely protests, there is a very high potential for those existing bookings to be significantly disrupted. Should it be possible for us to secure the venue exclusively, we should be very happy to work with your team to help find alternative venues for these bookings so their events are not inconvenienced by the disruption; or if the events are for part of the centre only we would be happy to work with you to retain them and support smooth access for them.

I should be happy to meet with you to discuss this request and how we could maximise the opportunities of COP26 for both GSC and for Scotland.

Kind Regards

Clare

Clare Hamilton | Deputy Director – Head of Climate Change Division | Scottish Government

Atlantic Quay, Glasgow | Victoria Quay, Edinburgh

Tel: [Redacted] | Mob: [Redacted]

I work flexibly and may send emails early in the day or later in the evening. I do not expect an immediate response.

From: Hamilton C (Clare) <Clare.Hamilton@gov.scot>

Sent: 27 November 2019 12:17

To: [Redacted]>

Subject: FW: FCO

Clare Hamilton | Deputy Director | International Climate Change Division & COP26 | Directorate for Energy and Climate Change | Tel: [Redacted]

I work flexibly and may send emails early in the day or later in the evening. I do not expect an immediate response.

From: Stephen Breslin <stephen.breslin@glasgowsciencecentre.org>

Sent: 27 November 2019 12:02

To: Hamilton C (Clare) <Clare.Hamilton@gov.scot>

Subject: Fwd: FCO

Sent from my iPhone

Begin forwarded message:

From: David McQueen <david.mcqueen@glasgowsciencecentre.org>

Date: 27 November 2019 at 10:52:21 GMT

To: Stephen Breslin <stephen.breslin@glasgowsciencecentre.org>

Subject: FCO

Hi Stephen

Spoke to [Redacted]

[Redacted].

Agreed to hold outside space for their Media Centre but they had assumed they could use the Science Centre for breakout events with the media given access in our building to senior politicians. Will now have to rethink their whole plan.

Explained that we have been inundated with requests and it was never made clear to us that we could be required to be part of the main COP. [Redacted]

[Redacted]

I explained our mission motivations v being a media centre and he advised that FCO would be using the Science Centre very much in the same way as the SG were planning.

I stressed the importance of FCO discussing matters with SG directly to seek some agreement that delivered a fantastic COP for all parties including the Science Centre.

We can discuss further when you are back in this afternoon.

Regards

DAVID MCQUEEN | DIRECTOR OF FINANCE & OPERATIONS

Glasgow Science Centre | 50 Pacific Quay | Glasgow G51 1EA
[Redacted] | glasgowsciencecentre.org

From: David McQueen <david.mcqueen@glasgowsciencecentre.org>

Sent: 28 January 2020 12:42

To: [Redacted]>

Cc: [Redacted]Stephen Breslin <stephen.breslin@glasgowsciencecentre.org>; Rennie M (Michelle) <Michelle.Rennie@transport.gov.scot>

Subject: RE: GSC Venue Detail / Capacities

Hi [Redacted]

See attached. Our Premises Licence and Public Entertainment Licence allow us to do all activities (including alcohol sales) in all areas and therefore restrictions are limited to practicalities.

[Redacted].

Regards

DAVID MCQUEEN | DIRECTOR OF FINANCE & OPERATIONS

Glasgow Science Centre | 50 Pacific Quay | Glasgow G51 1EA
[Redacted] | glasgowsciencecentre.org



From: [Redacted]

Sent: 28 January 2020 12:26

To: David McQueen <david.mcqueen@glasgowsciencecentre.org>; [Redacted]>

Cc: [Redacted]Stephen Breslin <stephen.breslin@glasgowsciencecentre.org>; Michelle.Rennie@transport.gov.scot

Subject: GSC Venue Detail / Capacities

Importance: High

David / [Redacted],

Thanks for your time yesterday with Stephen –it was good to touch base and I do hope we can move things forward with GSC plans following our meetings with UKG this week.

On that point, could you urgently provide me with a breakdown of all spaces available within GSC, capacities and also the permitted use for each space (i.e reception / meeting / exhibition only etc.). Do you have this in an easy tabular form? I'm providing a top line brief for Michelle for conversations with UKG and having a breakdown of what spaces we have to work with would be great.

[Redacted]

Many thanks

[Redacted] **Redacted** | Directorate for Culture, Tourism and Major Events | Scottish Government | 2G South, Victoria Quay, Edinburgh, EH6 6QQ | tel: [Redacted] | mob: [Redacted] | email: [Redacted] | web: www.gov.scot

[Redacted]

From: [Redacted]

Sent: 08 January 2020 15:43

To: David McQueen <david.mcqueen@glasgowsciencecentre.org>; [Redacted]

Cc: [Redacted]Berge K (Kersti) <Kersti.Berge@gov.scot>[Redacted]Rennie M (Michelle) <Michelle.Rennie@transport.gov.scot>

Subject: RE: FCO - COP26

Hi David,

Happy new year to you too!

Many thanks for your email. I can hopefully help with some of your queries and am working on the others:

- [Redacted]
- [Redacted]
- Progress on the development of the Memorandum of Understanding which will draw together your hire of our facilities and the offer of grant to create a vision for the programme to be delivered at GSC and around Scotland pre, during and post COP. We will work with you develop the MOU shortly, but it very much links to your last point below regarding agreeing a coordinated approach with UKG. This includes consideration of how GSC will be used, how the security perimeter will affect that use and how they may wish to partner in its use or on specific events. Please rest assured this is a priority for us in the next week or two. Following the Ops board meeting tomorrow we will set up a meeting with UKG colleagues to discuss. I appreciate in the meantime you will continue with parallel discussions on the use of the outside areas and am grateful that you make no firm commitments on access until we've reached an agreement on the approach for the internal areas.

[Redacted] I know you were liaising with procurement over the payment to ExecSpace for the deposit. Would you be able to follow up with them and ExecSpace to see if there is a hold up? Thank you.

Best regards

[Redacted] **{redacted}** | Directorate for Culture, Tourism and Major Events | Scottish Government | 2G South, Victoria Quay, Edinburgh, EH6 6QQ | tel: [Redacted] | mob: [Redacted] | email: [Redacted] | web: www.gov.scot

[Redacted]

From: David McQueen <david.mcqueen@glasgowsciencecentre.org>

Sent: 07 January 2020 09:48

To: {Redacted}

Cc: Stephen Breslin <stephen.breslin@glasgowsciencecentre.org>; Berge K (Kersti) <Kersti.Berge@gov.scot>;

[Redacted]

Subject: RE: FCO - COP26

Hi [Redacted]

Hope you had a good break over the festive period and a happy new year.

Further to the e-mail exchanges below it would be helpful if you could update me on the following:

- [Redacted]
- Progress on the development of the Memorandum of Understanding which will draw together your hire of our facilities and the offer of grant to create a vision for the programme to be delivered at GSC and around Scotland pre, during and post COP.

The UKG have requested a quote for the hire of our outside spaces including our car park from 26 October to 29 November 2020. We are keen to assist them but this could potentially cause issues in gaining access to the Science Centre and also in providing car parking for invited guests to the education programme and other events planned during this time. It highlights again the need for a co-ordinated approach between SG and UKG and it would be helpful if you could advise of any further discussion you have had with UKG. We will start negotiations with them but will add caveats on the access issues pending further progress on the co-ordinated approach.

[Redacted]

Look forward to hearing from you.

Regards

DAVID MCQUEEN | DIRECTOR OF FINANCE & OPERATIONS

Glasgow Science Centre | 50 Pacific Quay | Glasgow G51 1EA

[Redacted] | glasgowsciencecentre.org

From: [Redacted]

Sent: 18 December 2019 12:02

To: David McQueen <david.mcqueen@glasgowsciencecentre.org>

Cc: Stephen Breslin <stephen.breslin@glasgowsciencecentre.org>; Kersti.Berge@gov.scot; [Redacted]

Subject: RE: FCO - COP26

Hi David,

[Redacted]

Yes, agree that we need to decide the format early and in the context of the broader use of the GSC.

Will keep in touch and many thanks for your patience and flexibility while we're draw all the strands together in our planning.

Best regards

[Redacted]

[Redacted] | **Major Events Team Leader** | Major Events Unit | Directorate for Culture, Tourism and External Affairs | Scottish Government | 2G South, Victoria Quay, Edinburgh, EH6 6QQ | tel: [Redacted] | mob:

[Redacted] | email: [\[Redacted\]](mailto:[Redacted]) | web: www.gov.scot

From: [Redacted]
Sent: 04 February 2020 15:19
To: Stephen Breslin; David McQueen; [Redacted]
Cc: Rennie M (Michelle); [Redacted] Berge K (Kersti); [Redacted]
Communications Rural Economy & Environment
Subject: URGENT - Media Query - Glasgow Science Centre being used for COP26

Importance: High

Stephen,

Thank you so much for the warm welcome you gave our guests this morning – it was a great event and we look forward to taking time to debrief with your team very soon.

Critically, as you know we're dealing with a deluge of media queries and we plan to release some proactive information on our booking of the GSC. Can you confirm you are content with the lines below, which relate to GSC being released as required?

Grateful for a response as soon as possible – we would like to clear with FM in the next 45 mins if possible.

Many thanks
[Redacted]

Wed 9 Oct GSC was identified a suitable venue, outside of the known COP site, for a Scottish presence during the COP. From this date the GSC was held provisionally for SG and discussion began on a partnership approach between GSC and SG. GSC had had no approach from UKG.

Mon 11 Nov SG instructed GSC to confirm our provisional booking. GSC had received no other requests for the exclusive hire of the venue and were pleased with the partnership offered by SG.

Tue 26 Nov Cabinet Secretary confirmed to Scottish Parliament Environment Committee and SG issued news release with GSC announcement which was well received by stakeholders.

[Redacted] | Major Events Team Leader | Directorate for Culture, Tourism and Major Events | Scottish Government | 2G South, Victoria Quay, Edinburgh, EH6 6QQ | tel: [Redacted] | email: [Redacted] | web: www.gov.scot

Afternoon,

Understand you were looking for additional background info at the post-Cabinet media briefing today – on the timeline around securing the Glasgow Science Centre as a COP base, and on the letter exchange between Mr Gove and Mr Mackay.

On the letters – I attach the letter from Mr Mackay to Mr Gove, sent on the 23rd January, as requested. As I believe you're aware, this crossed with a letter Mr Gove sent to Mr Mackay. It would be for the UK Government to decide whether or not to release the letter sent by Mr Gove to Mr Mackay.

On the timeline – hope the following helps, alongside the FM's letter to the Prime Minister this afternoon, which I attached again for completeness.

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Mon 20 Jan Chancellor of the Duchy of Lancaster in a call with Mr Mackay and Mr Yousaf in relation to costs, raises use of GSC. Discussions between officials already underway.

Tues 3rd Feb Simultaneously with UK launch, 200 stakeholders gathered at Glasgow Science Centre to discuss the community involvement and legacy that can be achieved around COP26. UKG in attendance.

Thanks
[Redacted]

[Redacted]
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