

T: 0300 244 4000  
E: scottish.ministers@gov.scot

Kate Wimpres  
David Martin  
Conveners of the Citizens' Assembly of Scotland

9 September 2019

Dear Colleagues

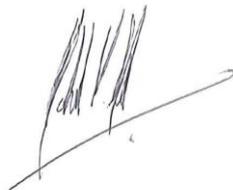
I would like to welcome you both to your roles as Conveners of the Citizens' Assembly of Scotland. You are taking office at a volatile, contested and complex time for the country, but one at which the values of deliberative democracy—of inclusion, open-mindedness and a commitment to respectful dialogue—are more important than ever.

You have seen the remit and terms of reference for the Assembly, which has been published on the Scottish Government's website and which is enclosed with this letter. The Scottish Government will be sponsoring a debate in the Scottish Parliament on Wednesday 11 September, where I hope that the Parliament will endorse this remit.

Our officials have been discussing a Memorandum of Understanding for us to agree that will ensure that the Assembly's independence is respected, that it is appropriately resourced, and that it has access to the support and services that it needs to be run to a high standard of public administration. A draft of this MoU is enclosed, which has been agreed by our officials, and which I am happy to endorse on behalf of the Scottish Government.

The Memorandum of Understanding obliges the Scottish Government to provide the Assembly with the funding it reasonably requires to deliver its remit. Our officials are in the process of agreeing a budget for the Assembly, and the arrangements for managing its spend. I am hopeful that we will be able to agree, and publish, the details of this budget shortly.

I would like to invite you both to meet me to discuss the remit and terms of reference for the Assembly, and to hear from you about your approach to this task.



**MICHAEL RUSSELL MSP**

Scottish Ministers, special advisers and the Permanent Secretary are covered by the terms of the Lobbying (Scotland) Act 2016. See [www.lobbying.scot](http://www.lobbying.scot)