

From: [Redacted]

Sent: 01 July 2020 18:13

To: Cabinet Secretary for Constitution, Europe and External Affairs
<CabSecCEAEA@gov.scot>

Cc: News Desk <Newsdesk@gov.scot>; [Redacted]; Davidson I (Ian) (CA)
<Ian.Davidson2@citizensassembly.scot>; [Redacted]; Ingebrigtsen R (Ross)
<Ross.Ingebrigtsen@gov.scot>; Nicolson S (Stuart) Special Adviser
<Stuart.Nicolson@gov.scot>; Crawford E (Ewan) <Ewan.Crawford@gov.scot>

Subject: RE: FOR CLEARANCE: Media query - Citizens' Assembly - The National

Many thanks [Redacted]

I will add a line and issue.

A Scottish Government spokesperson said:

“The work of the Citizens’ Assembly can make an important contribution to thinking about how Scotland can emerge stronger from the current situation. We have today received proposals from the convener of the assembly about how it can begin its work again safely. Remote working is likely for some time.”

[Redacted]

Senior Media Manager

Newsdesk

Desk: 0131 244 2718

Scottish Government | news.gov.scot

From: [Redacted] On Behalf Of Cabinet Secretary for Constitution, Europe and External Affairs

Sent: 01 July 2020 18:11

To: [Redacted]

Cc: News Desk <Newsdesk@gov.scot>; [Redacted]; Davidson I (Ian) (CA)
<Ian.Davidson2@citizensassembly.scot>; [Redacted]; Ingebrigtsen R (Ross)
<Ross.Ingebrigtsen@gov.scot>; Nicolson S (Stuart) Special Adviser
<Stuart.Nicolson@gov.scot>; Crawford E (Ewan) <Ewan.Crawford@gov.scot>; Cabinet Secretary for Constitution, Europe and External Affairs <CabSecCEAEA@gov.scot>

Subject: RE: FOR CLEARANCE: Media query - Citizens' Assembly - The National

Hi [Redacted]

Mr Russell thinks this is fine, but is suggesting we also say that on line working is also the most likely option in the foreseeable future.

Thanks,

[Redacted]

[Redacted] Cabinet Secretary for Constitution, Europe and External Affairs | 0131 [Redacted] |

[Redacted]
cabsecCEAEA@gov.scot

#SCOTLANDISNOW

From: [Redacted]

Sent: 01 July 2020 17:43

To: michael.russell.msp@parliament.scot

Cc: News Desk <Newsdesk@gov.scot>; [Redacted]; Davidson I (Ian) (CA) <lan.Davidson2@citizensassembly.scot>; [Redacted]; Ingebrigtsen R (Ross) <Ross.Ingebrigtsen@gov.scot>; Nicolson S (Stuart) Special Adviser <Stuart.Nicolson@gov.scot>; Crawford E (Ewan) <Ewan.Crawford@gov.scot>; Cabinet Secretary for Constitution, Europe and External Affairs <CabSecCEAEA@gov.scot>

Subject: FOR CLEARANCE: Media query - Citizens' Assembly - The National

Good evening CabsSec/PO

Lesley Riddoch at the National is asking if the Citizens' Assembly is going to move to virtual meetings. Policy colleagues advise that no formal decision has been made on the way forward. Grateful for clearance on the following lines by 6.30pm if possible.

Many thanks

[Redacted]

A Scottish Government spokesperson said:

“The work of the Citizens’ Assembly can make an important contribution to thinking about how Scotland can emerge stronger from the current situation. We have today received proposals from the convener of the assembly about how it can begin its work again safely.”

[Redacted]

Senior Media Manager

Newsdesk

Desk: 0131 244 2718

Scottish Government | [news.gov.scot](https://www.news.gov.scot)

From: [Redacted]

Sent: 22 July 2020 11:19

To: Cabinet Secretary for Constitution, Europe and External Affairs

Cc: First Minister ; Deputy First Minister and Cabinet Secretary for Education and Skills ; Minister for Parliamentary Business and Veterans ; Minister for Europe and International Development ; DG Constitution and External Affairs ; Rogers D (David) (Constitution and Cabinet Director); [Redacted]; Lloyd E (Elizabeth) ; Crawford E (Ewan) ; Nicolson S (Stuart) Special Adviser ; [Redacted]

Subject: Reconvening the Citizens' Assembly

[Redacted]

Further to your email last week I attach a submission containing a draft reply to the Convener of the Citizens' Assembly and a proposed Parliamentary Question to update the Scottish Parliament on the Assembly's plans.

Best wishes,

[Redacted]

[Redacted] | Constitution and UK Relations Division | Citizens' Assembly Sponsorship Team | Scottish Government | [Redacted]

I work Monday - Thursday

Cabinet Secretary for Constitution, Europe and External Affairs

ONLINE DELIVERY OF THE CITIZENS' ASSEMBLY OF SCOTLAND

Purpose and recommendation

1. To agree communications around the decision for the Citizens' Assembly of Scotland to reconvene online in September 2020. You are invited to approve:
 - i. A letter to the Convener of the Citizens' Assembly confirming that you support her proposals.
 - ii. A proposed Parliamentary Question to update the Scottish Parliament on the Assembly's plans.

Priority

2. **Routine.** However, the Convener is keen to begin making arrangements for the Citizens' Assembly to start meeting in September and hopes to make an announcement as soon as possible.

Response to the Convener

3. The proposals were received directly from the Kate Wimpres, Convener of the Citizens' Assembly. It would be appropriate to write formally in response to her. A draft letter is attached at **ANNEX A**

Handling

4. In her letter the Convener notes her intention to write to the political parties in the Scottish Parliament setting out the Assembly's plans. Given the Parliament's previous endorsement of the Assembly, we suggest it would also be appropriate for you to indicate the Government has agreed to these proposals in the form of an answer a PQ in the terms on the attached draft coordinated with the Convener's letter. Proposed wording is attached at **ANNEX B**

Copy List:	For Action	For Comments	For Information		
			Portfolio Interest	Constit Interest	General Awareness
First Minister Deputy First Minister Minister for Parliamentary Business and Veterans Minister for Europe and International Development			X		X X X
DG Constitution and External Affairs David Rogers [Redacted] Liz Lloyd Ewan Crawford Stuart Nicolson [Redacted]					

ANNEX A

DRAFT RESPONSE TO KATE WIMPRESS

Kate Wimpress
Convener
Citizens' Assembly of Scotland

Email: director@northedinburgharts.co.uk

July 2020

Dear Kate,

Thank you for your letter of 1 July providing proposals to complete the work of the Citizens' Assembly online. I am content with the proposed arrangements for the Assembly to reconvene by meeting online over 4 weekends from September – December. I note that the Citizens' Assembly will publish an interim report by the end of August and I look forward to receiving the final report by the end of December 2020.

I accept your assessment that it is not necessary to formally adjust the remit for the Citizens' Assembly and that it will be possible for Assembly members to consider the impact of Covid in their course of their discussions around the kind of Scotland they want to see in the future. Arrangements will be made to modify the terms of reference as outlined in your proposal.

I note your revised budget estimate for £0.288m to complete the work of the Citizens' Assembly and agree to this budget for 2020/21.

Thank you again for leading the process to redesign the Citizens' Assembly in response to the current situation. I wish you every success in the planning and delivery of the Citizens' Assembly online events.

Yours sincerely,

ANNEX B

DRAFT PARLIAMENTARY QUESTION

To ask the Scottish Government what plans the Citizens Assembly of Scotland has to complete its work in the light of the coronavirus crisis?

The Scottish Government believes that, as a body representative of the nation as a whole, the Citizens' Assembly of Scotland has a unique contribution to make in informing Scotland's strategy for renewal after the current crisis.

The Assembly had to suspend its remaining planned meetings at the outbreak of the pandemic in March. However, the Convener has now produced a detailed proposal for the Assembly to continue and complete its work online by the end of this year.

The Scottish Government supports the Convener's revised proposals. I understand she is now writing to the Parliament to set out her plans.

From: [Redacted]

Sent: 05 August 2020 12:47

To: Crawford E (Ewan)

Cc: Cabinet Secretary for Constitution, Europe and External Affairs [Redacted]

Subject: Reconvening the Citizens' Assembly

Dear Ewan,

Mr Russell has now written to the Convener of the Citizens' Assembly to agree the proposal to restart the Assembly in September. We would like to ask a GIQ this week if possible as the Assembly are working to a tight schedule. Respecting the independence of the Assembly we are not planning any other communications. The Assembly itself plans a short press release to coincide with the GIQ followed by a soft launch on Wednesday 12 August.

I understand that it is you who makes the arrangements for GIQs, is it possible to have the question asked this week?

Question:

To ask the Scottish Government what plans the Citizens Assembly of Scotland has to complete its work in the light of the coronavirus crisis?

Answer:

The Scottish Government believes that the Citizens' Assembly of Scotland could make a unique contribution to the process of developing Scotland's strategy for renewal after the current crisis.

The Assembly had to suspend its remaining planned meetings at the outbreak of the pandemic in March. However, the Convener has now produced a detailed proposal for the Assembly to continue and complete its work online by the end of this year.

The Scottish Government supports the Convener's revised proposals. I understand she is now writing to the Parliament to set out her plans.

Best wishes,

[Redacted]

[Redacted] Constitution and UK Relations Division | Citizens' Assembly Sponsorship Team | Scottish Government | [Redacted]

I work Monday – Thursday

From: [Redacted] On Behalf Of Cabinet Secretary for Constitution, Europe and External Affairs

Sent: 01 July 2020 18:11

To: [Redacted]

Cc: News Desk <Newsdesk@gov.scot [Redacted] Davidson I (Ian) (CA) <Ian.Davidson2@citizensassembly.scot>; [Redacted] Ingebrigtsen R (Ross) <Ross.Ingebrigtsen@gov.scot>; Nicolson S (Stuart) Special Adviser <Stuart.Nicolson@gov.scot>; Crawford E (Ewan) <Ewan.Crawford@gov.scot>; Cabinet Secretary for Constitution, Europe and External Affairs <CabSecCEAEA@gov.scot>

Subject: RE: FOR CLEARANCE: Media query - Citizens' Assembly - The National

Hi [Redacted]

Mr Russell thinks this is fine, but is suggesting we also say that on line working is also the most likely option in the foreseeable future.

Thanks,

[Redacted]

[Redacted] Cabinet Secretary for Constitution, Europe and External Affairs | [Redacted] |
[Redacted]
cabsecCEAEA@gov.scot

#SCOTLAND|SNOW



From: [Redacted]

Sent: 01 July 2020 17:43

To: michael.russell.msp@parliament.scot

Cc: News Desk <Newsdesk@gov.scot>; [Redacted] Davidson I (Ian) (CA) <Ian.Davidson2@citizensassembly.scot>; [Redacted] Ingebrigtsen R (Ross) <Ross.Ingebrigtsen@gov.scot>; Nicolson S (Stuart) Special Adviser <Stuart.Nicolson@gov.scot>; Crawford E (Ewan) <Ewan.Crawford@gov.scot>; Cabinet Secretary for Constitution, Europe and External Affairs <CabSecCEAEA@gov.scot>

Subject: FOR CLEARANCE: Media query - Citizens' Assembly - The National

Good evening CabsSec/PO

[Redacted] the National is asking if the Citizens' Assembly is going to move to virtual meetings. Policy colleagues advise that no formal decision has been made on the way forward. Grateful for clearance on the following lines by 6.30pm if possible.

Many thanks

[Redacted]

A Scottish Government spokesperson said:

"The work of the Citizens' Assembly can make an important contribution to thinking about how Scotland can emerge stronger from the current situation. We have today

received proposals from the convener of the assembly about how it can begin its work again safely.”

[Redacted]

Senior Media Manager

Newsdesk

Desk: 0131 244 2718

Scottish Government | [news.gov.scot](https://www.news.gov.scot)

From: [Redacted]

Sent: 01 July 2020 17:19

To: Ingebrigtsen R (Ross) <Ross.Ingebrigtsen@gov.scot>; Nicolson S (Stuart) Special Adviser <Stuart.Nicolson@gov.scot>; Crawford E (Ewan) <Ewan.Crawford@gov.scot>

Cc: News Desk <Newsdesk@gov.scot>; [Redacted] <Ian.Davidson2@citizensassembly.scot>; [Redacted]

Subject: RE: SpAds views: Media enquiry - Citizens' Assembly - National

Hi again SpAds

Policy officials have confirmed the proposals in the line have just been received, so I've tweaked. Grateful for views.

Thanks

[Redacted]

"The work of the Citizens' Assembly can make an important contribution to thinking about how Scotland can emerge stronger from the current situation. We have today received proposals from the convener of the assembly about how it can begin its work again safely."

[Redacted]

Senior Media Manager

Newsdesk

Desk: 0131 244 2718

Scottish Government | news.gov.scot

From: [Redacted]

Sent: 01 July 2020 16:20

To: [Redacted] Davidson I (Ian) (CA) <Ian.Davidson2@citizensassembly.scot>; [Redacted]

Cc: News Desk <Newsdesk@gov.scot>; [Redacted]

Subject: RE: Media enquiry - Citizen's Assembly - National

Thanks [Redacted]

I'll run this past SpAds.

[Redacted]

"The work of the Citizens' Assembly of Scotland can make an important contribution to thinking about how Scotland can emerge stronger from the current situation. We are looking forward to receiving proposals from the convener of the assembly about how it can begin its work again safely."

[Redacted] Senior Media Manager

Newsdesk

Desk: 0131 244 2718

Scottish Government | news.gov.scot

From: [Redacted] On Behalf Of zzzCabinet Secretary for Government Business and Constitutional Relations 2018 to 2020

Sent: 30 October 2019 15:02

To: [Redacted]; zzzCabinet Secretary for Government Business and Constitutional Relations 2018 to 2020 <zzzCabSecGBCR@gov.scot>

Cc: [Redacted]; Nicolson S (Stuart) Special Adviser <Stuart.Nicolson@gov.scot>; Crawford E (Ewan) <Ewan.Crawford@gov.scot>; Ingebrigtsen R (Ross) <Ross.Ingebrigtsen@gov.scot>; Lloyd E (Elizabeth) <Elizabeth.Lloyd@gov.scot>

Subject: RE: FOR AWARENESS: Citizens' Assembly query

[Redacted]

Please see below amendments from Mr Russell.

“This image was not produced by the Scottish Government.. The Citizen’s Assembly is independent of Government but we have drawn their attention to this mistake. Of course, we agree that all maps of Scotland should display the Shetland Islands in a way that accurately represents their geographical location in relation to the rest of the country.”

Thanks

[Redacted]

[Redacted] [Cabinet Secretary for Government Business and Constitutional Relations T4.21 | Scottish Parliament | Edinburgh | EH99 1SP](#)

☎:0131 [Redacted]

All e-mails and attachments sent by a Ministerial Private Office to any other official on behalf of a Minister relating to a decision, request or comment made by a Minister, or a note of a Ministerial meeting, must be filed appropriately by the recipient. Private Offices do not keep official records of such e-mails or attachments.

Scottish Ministers, Special advisers and the Permanent Secretary are covered by the terms of the Lobbying (Scotland) Act 2016. See www.lobbying.scot

From: [Redacted]

Sent: 30 October 2019 14:02

To: Cabinet Secretary for Government Business and Constitutional Relations <CabSecGBCR@gov.scot>

Cc: [Redacted]; Nicolson S (Stuart) Special Adviser <Stuart.Nicolson@gov.scot>; Crawford E (Ewan) <Ewan.Crawford@gov.scot>; Ingebrigtsen R (Ross) <Ross.Ingebrigtsen@gov.scot>; Lloyd E (Elizabeth) <Elizabeth.Lloyd@gov.scot>

Subject: FOR AWARENESS: Citizens' Assembly query

P/O, Cab Sec,

For awareness, a query has been received from the Shetland Times, appended below, regarding the use of a map of Scotland by the Citizens' Assembly of Scotland which omits Shetland.

Following discussion with SpAds, we have issued the following line and referred the journalist to the CA's PR agency.

[Redacted]

STATEMENT

“This image was not produced by the Scottish Government. We agree that all maps of Scotland should display the Shetland Islands in a way that accurately represents their geographical location in relation to the rest of the country.”

QUERY

Dear First Minister,

I'm sure you're aware that Jamie Halcro Johnston MSP for Highlands and Islands has called out the SNP's Citizens Assembly on Twitter for cutting Shetland out of their maps.

I wondered if I could get a reaction quote from you for the Shetland Times.

Was this a mistake? For £1.4 million of taxpayers money, shouldn't there have been a map which includes all of Scotland? Do you consider Shetland a part of Scotland? Thank you.

Kind regards,

[Redacted]

[Redacted] Senior Media Manager

Scottish Government | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | [Redacted]



Office of the First Minister of Scotland

FirstMinister.gov.scot

Prìomh Mhinistear na h-Alba



From: Nicolson S (Stuart) Special Adviser <Stuart.Nicolson@gov.scot>
Sent: 24 October 2019 13:20
To: **[Redacted]** Crawford E (Ewan) <Ewan.Crawford@gov.scot>; Ingebrigtsen R (Ross) <Ross.Ingebrigtsen@gov.scot>; Lloyd E (Elizabeth) <Elizabeth.Lloyd@gov.scot>
Cc: News Desk <Newsdesk@gov.scot>; Communications Brexit & Constitution <CommunicationsBrexit&Constitution@gov.scot>; **[Redacted]**; Rogers D (David) (Constitution and Cabinet Director) <David.Rogers@gov.scot>; Hynd JS (James) <James.Hynd@gov.scot>; Kellet M (Michael) <Michael.Kellet@gov.scot>; **[Redacted]** Thomson KAL (Ken) (Director-General) <Ken.Thomson@gov.scot>
Subject: RE: FOR SPAD VIEW - Citizens Assembly funding - PA

Happy to clear for issue given it is only a slight amend.

Thanks

From: **[Redacted]**
Sent: 24 October 2019 13:18
To: Nicolson S (Stuart) Special Adviser <Stuart.Nicolson@gov.scot>; Crawford E (Ewan) <Ewan.Crawford@gov.scot>; Ingebrigtsen R (Ross) <Ross.Ingebrigtsen@gov.scot>; Lloyd E (Elizabeth) <Elizabeth.Lloyd@gov.scot>
Cc: News Desk <Newsdesk@gov.scot>; Communications ICC <CommunicationsICC@gov.scot>; **[Redacted]**; Rogers D (David) (Constitution and Cabinet Director) <David.Rogers@gov.scot>; Hynd JS (James) <James.Hynd@gov.scot>; Kellet M (Michael) (Constitution and Cabinet) <Michael.Kellet@gov.scot>; **[Redacted]** Thomson KAL (Ken) <Ken.Thomson@gov.scot>
Subject: RE: FOR SPAD VIEW - Citizens Assembly funding - PA

Hi Stuart,

The lines below were previously cleared but then amended following discussions with policy this morning. They were unchanged apart from saying the Assembly will report back on spending.

Are you content for me to issue as below as send a note to Cab Sec?

[Redacted]

From: Nicolson S (Stuart) Special Adviser <Stuart.Nicolson@gov.scot>
Sent: 24 October 2019 13:15
To: **[Redacted]**; Crawford E (Ewan) <Ewan.Crawford@gov.scot>; Ingebrigtsen R (Ross) <Ross.Ingebrigtsen@gov.scot>; Lloyd E (Elizabeth) <Elizabeth.Lloyd@gov.scot>
Cc: News Desk <Newsdesk@gov.scot>; Communications ICC <CommunicationsICC@gov.scot>; **[Redacted]**; Rogers D (David) (Constitution and Cabinet Director) <David.Rogers@gov.scot>; Hynd JS (James) <James.Hynd@gov.scot>; Kellet M (Michael) (Constitution and Cabinet) <Michael.Kellet@gov.scot>; **[Redacted]**; Thomson KAL (Ken) <Ken.Thomson@gov.scot>
Subject: RE: FOR SPAD VIEW - Citizens Assembly funding - PA

Suggested change below.

Also, didn't we have already prepared and cleared lines on this?

Adding Liz to copy list.

From: [Redacted]

Sent: 24 October 2019 13:11

To: Crawford E (Ewan) <Ewan.Crawford@gov.scot>; Ingebrigtsen R (Ross)

<Ross.Ingebrigtsen@gov.scot>; Nicolson S (Stuart) Special Adviser <Stuart.Nicolson@gov.scot>

Cc: News Desk <Newsdesk@gov.scot>; Communications ICC <CommunicationsICC@gov.scot>;

[Redacted]; Rogers D (David) (Constitution and Cabinet Director) <David.Rogers@gov.scot>; Hynd JS

(James) <James.Hynd@gov.scot>; Kellet M (Michael) (Constitution and Cabinet)

<Michael.Kellet@gov.scot>; [Redacted] Thomson KAL (Ken) <Ken.Thomson@gov.scot>

Subject: FOR SPAD VIEW - Citizens Assembly funding - PA

Hi SpAds,

Grateful for your view on the below. PA asked for a response ASAP.

Thanks,

[Redacted]

Constitutional Relations Secretary Michael Russell said:

“The Citizens’ Assembly of Scotland, which has the support of the Scottish Parliament, is a new way of involving people in our democracy and enabling the widest possible range of voices to be heard.

~~“It is no coincidence that aside from the costs of setting up and running the Assembly, the largest expense arises from~~

~~“Apart from set-up and running costs, most of this funding relates to providing the financial support necessary to allow members from a cross-section of society to participate, including providing support for childcare and caring responsibilities.~~

“The total budget is almost identical to the cost of the Irish Citizens’ Assembly, which proved to be a model for many others worldwide. Over the coming months I look forward to the Citizens’ Assembly of Scotland making a lasting impact on our national life.”

BACKGROUND

The Citizens' Assembly of Scotland has a total proposed budget of £1,365,398 over this financial year and next and will regularly report on its spending.

The Assembly meets over six weekends between October 2019 and Spring 2020.

It will consider:

- what kind of country we are seeking to build
- how best can we overcome the challenges Scotland and the world face in the 20th century, including those arising from Brexit

- what further work should be carried out to give us the information we need to make informed choices about the future of the country

The Assembly will comprise a minimum of 100 members who will be given a gift of thanks of £200 for their attendance at each weekend. Travel, subsistence, childcare and caring expenses will be paid.

The Assembly conveners David Martin and Kate Wimpres will receive £300 a day, with their commitment capped at eight days per month plus attendance at Assembly meetings.

Assembly meetings take place over the weekends of 26/27 October, 29 November/1 December, 17/19 January, 21/23 February, 27/29 March and 24/26 April.

From: [Redacted]

Sent: 24 October 2019 13:03

To: [Redacted]; Rogers D (David) (Constitution and Cabinet Director) <David.Rogers@gov.scot>; Hynd JS (James) <James.Hynd@gov.scot>; Kellet M (Michael) (Constitution and Cabinet) <Michael.Kellet@gov.scot>; [Redacted]; Thomson KAL (Ken) <Ken.Thomson@gov.scot>

Cc: News Desk <Newsdesk@gov.scot>; Communications ICC <CommunicationsICC@gov.scot>; [Redacted]

Subject: RE: Media query - Citizens Assembly funding - PA

Happy for that to go to Spads.

[Redacted]

Constitution and UK Relations Division

Directorate for Constitution and Cabinet

[Redacted]

From: [Redacted]

Sent: 24 October 2019 12:43

To: [Redacted]; Rogers D (David) (Constitution and Cabinet Director) <David.Rogers@gov.scot>; Hynd JS (James) <James.Hynd@gov.scot>; Kellet M (Michael) (Constitution and Cabinet) <Michael.Kellet@gov.scot>; [Redacted]; Thomson KAL (Ken) <Ken.Thomson@gov.scot>

Cc: News Desk <Newsdesk@gov.scot>; Communications ICC <CommunicationsICC@gov.scot>; [Redacted]

Subject: RE: Media query - Citizens Assembly funding - PA

From: [Redacted]

Sent: 24 October 2019 12:42

To: [Redacted]; Rogers D (David) (Constitution and Cabinet Director) <David.Rogers@gov.scot>; Hynd JS (James) <James.Hynd@gov.scot>; Kellet M (Michael) (Constitution and Cabinet) <Michael.Kellet@gov.scot>; [Redacted]; Thomson KAL (Ken) <Ken.Thomson@gov.scot>

Cc: News Desk <Newsdesk@gov.scot>; Communications ICC

<CommunicationsICC@gov.scot>; [Redacted]

Subject: RE: Media query - Citizens Assembly funding - PA

Thanks [Redacted]. Suggest the below additions would suffice and I can verbally inform the journalist that more info will be coming in the near future.

Grateful to know if I can send onto SpAds?

Many thanks,

[Redacted]

Constitutional Relations Secretary Michael Russell said:

“The Citizens’ Assembly of Scotland, which has the support of the Scottish Parliament, is a new way of involving people in our democracy and enabling the widest possible range of voices to be heard.

“It is no coincidence that aside from the costs of setting up and running the Assembly, the largest expense arises from providing the financial support necessary to allow members from a cross-section of society to participate, including providing support for childcare and caring responsibilities.

“The total budget is almost identical to the cost of the Irish Citizens’ Assembly, which proved to be a model for many others worldwide. Over the coming months I look forward to the Citizens’ Assembly of Scotland making a lasting impact on our national life.”

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From: [Redacted]

Sent: 24 October 2019 12:31

To: [Redacted] Rogers D (David) (Constitution and Cabinet Director)

<David.Rogers@gov.scot>; Hynd JS (James) <James.Hynd@gov.scot>; Kellet M (Michael) (Constitution and Cabinet) <Michael.Kellet@gov.scot> [Redacted]; Thomson KAL (Ken) <Ken.Thomson@gov.scot>

Cc: News Desk <Newsdesk@gov.scot>; Communications ICC <CommunicationsICC@gov.scot>; [Redacted]

Subject: RE: Media query - Citizens Assembly funding - PA

[Redacted]

I'm happy with that. Though this issue is that we are soon about to have to (because of the PQ) set out some more detail of what individual budget lines are and what they represent.

I don't think we should publish the below breakdown of the budget without being able to give more guidance about what each part means (and does not mean). If we sent that out now, we'd just get a dozen difficult questions in return.

So can we go with the below lines for now, add in (i) that we will shortly publish more information about the budget, and (ii) that the Citizens Assembly will regularly report on its spending, and leave the rest to the PO?

[Redacted]

BUDGET FOR THE ASSEMBLY

	2019/202	2020/21	Total
MEMBERS and CONVENORS			
Payments	177400	42200	219600
Other support costs	37500	7500	45000
Travel & Subsistence	47000	23000	70000
Other Costs (T&D)	3500	1500	5000
Budget	265400	74200	339600
CA EVENTS			

Events/ Venue Hire	179967	37610	217577
Budget	179967	37610	217577
CONTRACT AND SERVICE COSTS			
Members recruitment	25000	0	25000
Design and Facilitation	264000	0	264000
Branding and Website	19609	300	19909
Communications Digital, Media and PR	200000	0	200000
Procurement	10000	0	10000
Budget	518609	300	518909
ADVISERS			
Stewarding Group Travel and Subsistence	15000	5000	20000
Other Expert Advice Travel and Subsistence	10000	5000	15000
Other Expert Advice e.g. Legal	15000	5000	20000
Budget	40000	15000	55000
OFFICE COSTS			
Ad hoc costs (Inc. stationary, office equip, miscellaneous catering)	10,500	4,500	15000
Office Move costs	3,000	0	3,000
Accommodation rent	35,000	15,000	50,000
Printer Lease	431	180	611
It Support Costs	15,701	0	15,701
Budget	64,632	19,680	84312.43
PUBLICATIONS AND ENGAGEMENT			
Engagement (incl. livestreaming)	73,332	36,668	110000
Publications(incl. Printing/materials)	30,000	10000	40000
Budget	103332	46668	150000
TOTALS	1,171,940	193,458	1365398

[Redacted] Constitution and UK Relations Division
 Directorate for Constitution and Cabinet
 [Redacted]

From: [Redacted]

Sent: 24 October 2019 11:42

To: [Redacted] Rogers D (David) (Constitution and Cabinet Director) <David.Rogers@gov.scot>; Hynd JS (James) <James.Hynd@gov.scot>; Kellet M (Michael) (Constitution and Cabinet) <Michael.Kellet@gov.scot>; [Redacted] Thomson KAL (Ken) <Ken.Thomson@gov.scot>

Cc: News Desk <Newsdesk@gov.scot>; Communications ICC <CommunicationsICC@gov.scot>; [Redacted]

Subject: RE: Media query - Citizens Assembly funding - PA

[Redacted]

Your suggested approach seems OK to me but main interest here is for CUKR colleagues so you'll want to see what they have to say.

I note there is an oral PQ from Gordon Lindhurst for next Thursday's General Questions to ask how much will be spent on recruiting CA members.

[Redacted]

[Redacted]

Parliament and Legislation Unit
Room 4N.01-02
St Andrew's House

[Redacted]

From: [Redacted]

Sent: 24 October 2019 11:31

To: [Redacted] Rogers D (David) (Constitution and Cabinet Director) <David.Rogers@gov.scot>; Hynd JS (James) <James.Hynd@gov.scot>; Kellet M (Michael) (Constitution and Cabinet) <Michael.Kellet@gov.scot>; [Redacted]; Thomson KAL (Ken) <Ken.Thomson@gov.scot>

Cc: News Desk <Newsdesk@gov.scot>; Communications ICC <CommunicationsICC@gov.scot>; [Redacted]

Subject: Media query - Citizens Assembly funding - PA

Hi colleagues,

Hope you are well.

Grateful for assistance responding to the below media query from PA. Previous lines below – suggest they suit the query but grateful for input/views.

All the best,

[Redacted]

Constitutional Relations Secretary Michael Russell said:

“The Citizens’ Assembly of Scotland, which has the support of the Scottish Parliament, is a new way of involving people in our democracy and enabling the widest possible range of voices to be heard.

“It is no coincidence that aside from the costs of setting up and running the Assembly, the largest expense arises from providing the financial support necessary to allow members from a cross-section of society to participate, including providing support for childcare and caring responsibilities.

“The total budget is almost identical to the cost of the Irish Citizens’ Assembly, which proved to be a model for many others worldwide. Over the coming months I look forward to the Citizens’ Assembly of Scotland making a lasting impact on our national life.”

BACKGROUND

The total proposed budget for the Citizens' Assembly of Scotland over this financial year and next is £1,365,398.

The Assembly meets over six weekends between October 2019 and Spring 2020. It will consider:

- what kind of country we are seeking to build
- how best can we overcome the challenges Scotland and the world face in the 20th century, including those arising from Brexit
- what further work should be carried out to give us the information we need to make informed choices about the future of the country

The Assembly will comprise a minimum of 100 members who will be given a gift of thanks of £200 for their attendance at each weekend. Travel, subsistence, childcare and caring expenses will be paid.

The Assembly conveners David Martin and Kate Wimpres will receive £300 a day, with their commitment capped at eight days per month plus attendance at Assembly meetings.

Assembly meetings take place over the weekends of 26/27 October, 29 November/1 December, 17/19 January, 21/23 February, 27/29 March and 24/26 April.

From: [Redacted]

Sent: 24 October 2019 10:52

To: [Redacted]

Subject: Citizens Assembly funding

Hi [Redacted], thanks for your time just now.

It was just to see whether there was any Scottish Government comment about the cost of the citizens' assembly and almost £1.4 million being allocated.

Also, if the information is available, is it possible to have a breakdown of what the money will be spent on?

Thanks,

Tom

The question/Mike Russell's written answer was as follows:

Angela Constance (Almond Valley) (Scottish National Party): To ask the Scottish Government what budget has been allocated to the Citizens' Assembly of Scotland.

Michael Russell: Scottish Ministers will provide a budget of £1.37 million to the Citizens' Assembly across both financial years that it will be sitting. This funding will meet the costs arising from the 6 meetings of the Assembly, including the payment of gifts of thanks to members and providing expenses to support members' attendance at Assembly meetings, and help where required with childcare or with their caring responsibilities, to ensure that all everyone chosen to participate is able to participate in the Assembly regardless of their circumstances. It will also fund a programme of engagement to ensure public awareness of the purpose and deliberations of the Assembly. The Scottish Government will provide a Secretariat to support the work of the Assembly.

From: [Redacted] On Behalf Of zzzCabinet Secretary for Government Business and Constitutional Relations 2018 to 2020

Sent: 16 October 2019 14:40

To: [Redacted]; zzzCabinet Secretary for Government Business and Constitutional Relations 2018 to 2020 <zzzCabSecGBCR@gov.scot>

Cc [Redacted] Rogers D (David) (Constitution and Cabinet Director) <David.Rogers@gov.scot>; Hynd JS (James) <James.Hynd@gov.scot>; Kellet M (Michael) <Michael.Kellet@gov.scot>; [Redacted]; Thomson KAL (Ken) (Director-General) <Ken.Thomson@gov.scot>; Crawford E (Ewan) <Ewan.Crawford@gov.scot>; Nicolson S (Stuart) Special Adviser <Stuart.Nicolson@gov.scot>; [Redacted]
[Redacted] Lloyd E (Elizabeth) <Elizabeth.Lloyd@gov.scot>; [Redacted]
[Redacted]

Subject: RE: REACTIVE QUOTE TO CLEAR: Citizens' Assembly GIQ

Hi [Redacted]

Thanks for this - Mr Russell is content.

Many thanks

[Redacted]

[Redacted] to the Cabinet Secretary for Government Business and Constitutional Relations

T4.21 | Scottish Parliament | Edinburgh | EH99 1SP | 0131 [Redacted]

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From: [Redacted]

Sent: 16 October 2019 14:31

To: Cabinet Secretary for Government Business and Constitutional Relations
<CabSecGBCR@gov.scot>

Cc[Redacted]; Rogers D (David) (Constitution and Cabinet Director) <David.Rogers@gov.scot>; Hynd JS (James) <James.Hynd@gov.scot>; Kellet M (Michael) (Constitution and Cabinet) <Michael.Kellet@gov.scot>; [Redacted]; Thomson KAL (Ken) <Ken.Thomson@gov.scot>; Crawford E (Ewan) <Ewan.Crawford@gov.scot>; Nicolson S (Stuart) Special Adviser <Stuart.Nicolson@gov.scot>; [Redacted]; Lloyd E (Elizabeth) <Elizabeth.Lloyd@gov.scot>

Subject: REACTIVE QUOTE TO CLEAR: Citizens' Assembly GIQ

P/O, Cab Sec

Below is a draft reactive quote for approval to be issued in response to any media queries following tomorrow's CA GIQ. Policy and SpAds are content.

Regards,
Robert

Constitutional Relations Secretary Michael Russell said:

“The Citizens’ Assembly of Scotland, which has the support of the Scottish Parliament, is a new way of involving people in our democracy and enabling the widest possible range of voices to be heard.

“It is no coincidence that aside from the costs of setting up and running the Assembly and supporting two independent conveners, all of which we have previously detailed, the largest expense arises from providing the financial support necessary to allow members from a cross-section of society to participate, including providing support for childcare and caring responsibilities.

“The total budget is almost identical to the cost of the Irish Citizens’ Assembly, which proved to be a model for many others worldwide. Over the coming months I look forward to the Citizens’ Assembly of Scotland making a lasting impact on our national life.”

BACKGROUND

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Assembly meetings take place over the weekends of 26/27 October, 29 November/1 December, 17/19 January, 21/23 February, 27/29 March and 24/26 April.

[Redacted] Senior Media Manager

Scottish Government | St Andrew’s House | Regent Road | Edinburgh | EH1 3DG|[Redacted]



Office of the First Minister of Scotland

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Prìomh Mhinistear na h-Alba

