

**1. Correspondence between Ross Greer MSP and Kate Forbes MSP since January 1, 2022**

Letter by email from Kate Forbes, Cabinet Secretary for Finance and Economy to Ross Greer MSP, 2 March 2022

2 March 2022

Dear Ross,

**Resource Spending Review – continuing engagement**

Further to our helpful 3 February meeting on the Resource Spending Review, I wish to propose some key steps for our continuing engagement as the RSR progresses and concludes.

Our internal work and related engagement is continuing as you would expect, and with this timetable in mind I suggest three main aspects as follows:

1. Starting from this month, portfolio Cabinet Secretaries would meet with respective Green Group leads to discuss overall portfolio priorities and options for reform, including consideration of associated risks and opportunities, to inform thinking on allocations.
2. Either later this month or into April, I would chair a comprehensive session or 'deep dive' with the Green Group (and perhaps involving other Ministers), considering the Bute House Agreement in the round, including key priorities and options for delivering the commitments – prior to decisions being taken on portfolio allocations.
3. Cabinet Secretaries would further meet with respective Green Group leads once decisions on allocations had been taken, but ahead of RSR announcements.

I hope this is a satisfactory approach, and if so please could this note be considered as an invite for my session with the Green Group under the second element (leaving our respective offices to agree the precise timing). I look forward to hearing from you.

Yours sincerely,

Kate Forbes

Email from Ross Greer MSP to Cabinet Secretary for Finance and Economy, 8 March 2022

Subject: RE: Letter from Ms Forbes - Resource Spending Review – Continuing Engagement

Hello,

Thanks for the letter and for this proposed approach.

I'm content with all three proposed steps but would make two additional points: The group meeting with the Cab Sec would likely be much more effective if all bilateral meetings outlined in point one have already taken place. Our office will be in touch to arrange a suitable date for that meeting. Once that has been confirmed, could it be used as a deadline to ensure all initial bilateral meetings have taken place?

Secondly, further bilateral meetings may prove necessary as a result of issues raised during the group meeting. Given the importance of this exercise, I would be keen that Green Group engagement doesn't end with the BHA deep dive, only for our MSPs to then be informed of something problematic after it has been signed off. I am not proposing that we default to another comprehensive round of bilateral meetings take place and would prefer that issues raised are dealt with at SpAd level, but we should be open to further individual meetings before the end of the process, if required.

Thanks, Ross

Email from Cabinet Secretary for Finance and Economy to Ross Greer, 23 May 2022

Ross,

Please find attached the draft Medium-Term Financial Strategy for your information.

This document will be published alongside the Resource Spending Review and update to the Capital Spending Review on 31 May. The Medium-Term Financial Strategy sets out the economic and fiscal context which guides the Government's medium term spending plans. In particular, I would like to draw your attention to Annex A which provides an analysis on the regional and sectoral trends across the Scottish and rUK Income Tax bases.

To note, all information which contains data from Scottish Fiscal Commission forecasts has been redacted, as this cannot be shared in advance of publication on 31 May.

KF  
23 May 2022

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**Decision not to release information**

An exemption under section 29(1)(a) of FOISA (formulation or development of government policy) applies to the draft Medium-Term Financial Strategy referenced in the message above.

For your information, the finalised Medium-Term Financial Strategy was published on 31 May 2022:

<https://www.gov.scot/publications/scotlands-fiscal-outlook-scottish-governments-medium-term-financial-strategy-2/>

Email from Cabinet Secretary for Finance and Economy to Ross Greer, 26 May 2022

Ross,

Following on from our engagement on the Resource Spending Review, I am now able to share in confidence the draft of the RSR document for your information.

This is the version that is currently with FM-DFM for clearance. It has previously been shared with Green Party Special Advisors, and today I shared this version with Cabinet colleagues also. You will appreciate that with today's UK Government Cost of Living announcement, we will be refining the drafting of the document in advance of the final print deadlines, but I expect that the main elements of the document will remain intact. My officials will continue to engage with portfolio officials and advisors over the weekend.

I also attach for your information, the Equality and Fairer Scotland Statement, which sets out the strategic challenges and opportunities facing the Scottish Government over the parliamentary term, evidence relating to inequality around these and the Scottish Government's response. This has been signed off by myself, the Cabinet Secretary for Social Justice, Housing and Local Government and the Minister for Equalities and Older People, and will be published at the same time as the RSR document on Tuesday.

**KF**

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**Decision not to release information**

An exemption under section 29(1)(a) of FOISA (formulation or development of government policy) applies to the draft Resource Spending Review and associated draft Equality and Fairer Scotland Statement referenced in the message above.

Email from Office of Cabinet Secretary for Finance and Economy to Maggie Chapman MSP, copied to Ross Greer MSP, 4 July 2022

Dear Ms Chapman,

Following on from the meeting with Ms Forbes last Friday, 1 July, please see below list for your comment/suggestions ahead of the deadline of Wednesday 6 July. If you would like a further meeting with Cab Sec then please let us know.

#	<b>Please list all the policy proposals included within this portfolio's policy package</b>
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[INFORMATION IN TABLE REDACTED – Section 29(1)(a) (formulation or development of government policy)]

Thanks

[Redacted]

[Redacted]] Interim Private Secretary to Cabinet Secretary for Finance and the Economy – Kate Forbes

Letter from Cabinet Secretary for Finance and Economy to Maggie Chapman MSP,  
copied to Ross Greer MSP, 15 July 2022

Maggie Chapman MSP  
Scottish Green Party  
Spokesperson for Justice, Equality, Human Rights and Economy  
By email: Maggie.Chapman.MSP@parliament.scot

15 July 2022

Dear Maggie,

Thank you for your email of 5 July in which you provided comments on a list of Finance and Economy portfolio proposals for inclusion in the 2022-23 Programme for Government. I shared this provisional list following our conversation on Friday 1 July and welcome your feedback on the areas that are priorities for the Scottish Green Party and also on areas that you consider potentially difficult.

I am keen to continue our engagement with the Scottish Green Party as the Programme for Government is developed over the coming weeks and months and have provided a response to each of your comments below, both in relation to your thoughts on existing proposals and your suggestions for additional themes that you would like to see included in this year's Programme for Government.

I am aware that you also made comments on two other proposals that were in the provisional portfolio list that I shared with you. In relation to these, the proposal on [redacted - section 29(1)(a) and (b)] will no longer be included in the portfolio package, and we intend to incorporate the proposal on pay policy and workforce into a separate section of the Programme for Government rather than as a standalone proposal.

Comments on existing templates

[INFORMATION REDACTED - section 29(1)(a) and (b)]

I hope the above information is helpful in responding to your comments and suggestions regarding the Finance and Economy package of PfG proposals. Please do not hesitate to contact me if you would like to discuss any of these matters further or if you would like additional detail on any point.

Yours sincerely,  
KATE FORBES

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**Decision not to release information**

An exemption under section 29(1)(a) (formulation or development of government policy) and section 29(1)(b) (Ministerial communications) of FOISA applies to some information contained in the draft 2022-23 Programme for Government referenced in the two messages above.

**In person meetings between Kate Forbes MSP, Cabinet Secretary for Finance and Economy, and Ross Greer MSP, in the period 1 January 2022 to 13 August 2022.**

01/07/2022, 16:30, Video Conference, Meeting/with MSPs, Ross Greer MSP and Maggie Chapman MSP, Programme for Government

12/05/2022, 13:15, Meeting/Video Conference, Ross Greer MSP and Maggie Chapman MSP, Resource Spending Review

04/05/2022, 12:30, Video Conference, Meeting/with MSPs, Ross Greer MSP and Maggie Chapman MSP, Resource Spending Review

21/04/2022, 08:30, Video Conference, Meeting/with MSPs, Ross Greer MSP and Maggie Chapman MSP, Resource Spending Review

29/03/2022, 14:30, Video Conference, Meeting/with MSPs, Ross Greer MSP and Maggie Chapman MSP, Resource Spending Review

03/02/2022, 16:15, Video Conference, Meeting/with MSPs, Green Group, Resource Spending Review

**Decision not to release information**

Exemptions under section 29(1)(a) of FOISA (formulation or development of government policy) and section 30(1)(b)(ii) (free and frank exchange of views for the purposes of deliberation) apply to information held which records discussions at meetings held on 29 March 2022 and 12 May 2022 as listed above.

## 2. Correspondence between Ross Greer MSP and John Swinney MSP since January 1, 2022

### Email correspondence between Deputy First Minister and Ross Greer MSP – Performance Reporting, 2 August 2022

From: Greer R (Ross), MSP <Ross.Greer.msp@parliament.scot>  
Sent: Tue 02/08/2022 12:04  
To: Deputy First Minister and Cabinet Secretary for Covid Recovery <DFMCSCR@gov.scot>  
Subject: RE: Performance Reporting | Wednesday 3rd August

Thanks [Redacted]. We'll be there for about 9.50

From: [Redacted] On Behalf Of DFMCSCR@gov.scot  
Sent: 01 August 2022 11:49  
To: Greer R (Ross), MSP <Ross.Greer.msp@parliament.scot>  
Cc: Deputy First Minister and Cabinet Secretary for Covid Recovery <DFMCSCR@gov.scot>  
Subject: RE: Performance Reporting | Wednesday 3rd August

Hello Mr Greer,

Happy to confirm the following meetings with DFM on Wednesday morning;

10:00 – 11:00: Performance Reporting

11:00 – 12:30: Budget Discussion

A member of Private Office will meet Mags and yourself at the Main Reception of St Andrews House shortly before 10:00.

Many thanks,

[Redacted]  
Assistant Private Secretary (Diary) to the Deputy First Minister and Cabinet Secretary for Covid Recovery – John Swinney  
The Scottish Government | St Andrew's House, Regent Road, Edinburgh, EH1 3DG

E: DFMCSCR@gov.scot

From: [Redacted] On Behalf Of Deputy First Minister and Cabinet Secretary for Covid Recovery  
Sent: 01 August 2022 10:52  
To: Greer R (Ross), MSP <Ross.Greer.msp@parliament.scot>; Deputy First Minister and Cabinet Secretary for Covid Recovery <DFMCSCR@gov.scot>  
Subject: RE: Performance Reporting | Wednesday 3rd August

No problem at all – great that you can make it. [Redacted] will be in touch with details.

Many thanks



[Redacted]  
Private Secretary/DFM

From: Greer R (Ross), MSP <Ross.Greer.msp@parliament.scot>  
Sent: 01 August 2022 10:02  
To: Deputy First Minister and Cabinet Secretary for Covid Recovery <DFMCSCR@gov.scot>  
Subject: RE: Performance Reporting | Wednesday 3rd August

Hi [Redacted],

Apologies for the delayed response. I'd be happy to meet at St Andrews House on Wednesday.

Thanks, Ross

From: [Redacted] On Behalf Of DFMCSR@gov.scot  
Sent: 01 August 2022 09:20  
To: Deputy First Minister and Cabinet Secretary for Covid Recovery <DFMCSCR@gov.scot>; Greer R (Ross), MSP <Ross.Greer.msp@parliament.scot>  
Subject: RE: Performance Reporting | Wednesday 3rd August

Hello Mr Greer

Hope you had a good weekend. Please let me know if you have had a chance to consider the below.

Many thanks

[Redacted]  
Private Secretary/DFM

From: [Redacted] On Behalf Of Deputy First Minister and Cabinet Secretary for Covid Recovery  
Sent: 29 July 2022 08:55  
To: Greer R (Ross), MSP <Ross.Greer.msp@parliament.scot>; Deputy First Minister and Cabinet Secretary for Covid Recovery <DFMCSCR@gov.scot>  
Subject: RE: Performance Reporting | Wednesday 3rd August

Hi Mr Greer,

I hope you are doing well and have managed to get somewhat of a break during recess.

DFM is looking forward to meeting with you on Wednesday, and has asked whether you might be free to come in to St Andrew's House to meet in person? DFM has in mind that – if you were available – you could come in for the performance reporting meeting from 10-11 as planned, and then when Mags departs he'd be keen for you to stay on for a budget meeting if possible until 1230/1pm.

Please let me know.

Many thanks

[Redacted]

Private Secretary/DFM

From: Greer R (Ross), MSP <Ross.Greer.msp@parliament.scot>  
Sent: 28 July 2022 16:39  
To: Deputy First Minister and Cabinet Secretary for Covid Recovery <DFMCSCR@gov.scot>  
Subject: RE: Performance Reporting | Wednesday 3rd August

Thanks [Redacted]

From: On Behalf Of DFMCSR@gov.scot  
Sent: 28 July 2022 16:18  
To: Greer R (Ross), MSP <Ross.Greer.msp@parliament.scot>  
Cc: Deputy First Minister and Cabinet Secretary for Covid Recovery <DFMCSCR@gov.scot>  
Subject: Performance Reporting | Wednesday 3rd August

Good afternoon Mr Greer,

Please see attached Quarterly Report ahead of the discussion next Wednesday.

Many thanks,

[redacted]

Assistant Private Secretary (Diary) to the Deputy First Minister and Cabinet Secretary for Covid Recovery – John Swinney

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### **Decision not to release information**

Exemptions under section 29(1)(a) (formulation or development of government policy) and section 30(1)(b)(i) (free and frank provision of advice) of FOISA apply to some information held by the Scottish Government. The “Quarterly Report” referred to above is “Performance Framework - Bute House Agreement Quarterly Report - Update - July 2022 - ANNEX A”. The decision has been taken not to release it.

For your information, a formal annual report was published on 17 August 2022: <https://www.gov.scot/publications/delivering-greener-fairer-independent-scotland-one-year/>

Email from Deputy First Minister to MSPs and others regarding Ministerial engagement, 29 July 2022

Sent: Fri 29/07/2022 20:48

From: Deputy First Minister and Cabinet Secretary for Covid Recovery <DFMCSCR@gov.scot>

To: Stuart.McMillan.msp@parliament.scot; Greer R (Ross), MSP <Ross.Greer.msp@parliament.scot>; Neil.Bibby.msp@parliament.scot; Katy.Clark.msp@parliament.scot; Pam.Gosal.msp@parliament.scot; Paul.OKane.msp@parliament.scot; Jamie.Greene.msp@parliament.scot; Russell.Findlay.msp@parliament.scot; ronnie.cowan.mp@parliament.uk  
Cc Minister for Transport <MinisterFT@gov.scot>; Deputy First Minister and Cabinet Secretary for Covid Recovery <DFMCSCR@gov.scot>; chief.executive@inverclyde.gov.uk  
Subject: Ministerial Notification Tuesday 2 August - John Swinney MSP & Jenny Gilruth MSP

Good evening

**Ministerial Engagement: Tuesday 2 August – For Information**

This is a courtesy email to inform you that John Swinney MSP, Deputy First Minister and Cabinet Secretary for Covid Recovery and Jenny Gilruth MSP, Minister for Transport will be undertaking a Ministerial engagement in your constituency on Tuesday 2 August at 10:30. Mr Swinney and Ms Gilruth will be visiting Ferguson Marine Yard, Castle Road, Port Glasgow PA14 5NG

Kind regards

[Redacted]

Private Secretary to Deputy First Minister of Scotland and Cabinet Secretary for Covid Recovery - John Swinney MSP

Email from Private Office of Deputy First Minister to Ross Greer MSP, 21 July 2022

From: Deputy First Minister and Cabinet Secretary for Covid Recovery  
<DFMCSCR@gov.scot>  
Sent: Thu 21/07/2022 15:28  
To: Greer R (Ross), MSP <Ross.Greer.msp@parliament.scot>; [redacted]  
Subject: RE: Performance Stocktake Meeting

Good afternoon Mr Greer,

Thank you for confirming that **Wednesday 3 August at 10:00** is a suitable time.

I have now confirmed this in the Deputy First Minister's diary and have noted the Teams link for the call below;

Microsoft Teams meeting

Many thanks,

[redacted]

Assistant Private Secretary (Diary) to the Deputy First Minister and Cabinet Secretary for Covid Recovery – John Swinney  
The Scottish Government | St Andrew's House, Regent Road, Edinburgh, EH1 3DG

E: DFMCSCR@gov.scot

**From:** Greer R (Ross), MSP <Ross.Greer.msp@parliament.scot>  
**Sent:** 21 July 2022 14:49  
**To:** Deputy First Minister and Cabinet Secretary for Covid Recovery  
<DFMCSCR@gov.scot>; [redacted]  
**Subject:** Re: Performance Stocktake Meeting

Hi [redacted],

Wednesday 3rd at 10am works for us, thanks.

Ross

Get Outlook for Android

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**From:** [redacted] on behalf of DFMCSCR@gov.scot <DFMCSCR@gov.scot>  
**Sent:** Thursday, July 21, 2022 12:40:23 PM  
**To:** [redacted]; Greer R (Ross), MSP <Ross.Greer.msp@parliament.scot>  
**Cc:** Deputy First Minister and Cabinet Secretary for Covid Recovery  
<DFMCSCR@gov.scot>  
**Subject:** RE: Performance Stocktake Meeting

Hi Ross and [redacted],

Thanks for getting back with your availability.

DFM is available on **Wednesday 3<sup>rd</sup> August 10:00 – 11:00**. Grateful if you can confirm if that time works for a virtual meeting?

Many thanks,

[redacted]

Assistant Private Secretary (Diary) to the Deputy First Minister and Cabinet Secretary for Covid Recovery – John Swinney  
The Scottish Government | St Andrew's House, Regent Road, Edinburgh, EH1 3DG

E: DFMCSCR@gov.scot

**From:** [redacted]

**Sent:** 04 July 2022 12:01

**To:** Deputy First Minister and Cabinet Secretary for Covid Recovery <DFMCSCR@gov.scot>

**Subject:** RE: Performance Stocktake Meeting

Hi [redacted],

Both Ross and Mags are available any time on the 3<sup>rd</sup> and 4<sup>th</sup> so can schedule around DFM those days?

Best,

[redacted]

Admin Assistant

Office of Ross Greer MSP

*My working days are Monday, Wednesday and Friday.*

**From:** [redacted] **On Behalf Of** DFMCSCR@gov.scot

**Sent:** 30 June 2022 14:22

**To:** Greer R (Ross), MSP <Ross.Greer.msp@parliament.scot>; Deputy First Minister and Cabinet Secretary for Covid Recovery <DFMCSCR@gov.scot>

**Cc:** [redacted]; Hall M (Margaret) [name redacted]

**Subject:** RE: Performance Stocktake Meeting

**CAUTION:** This e-mail originated from outside of The Scottish Parliament. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi Ross,

Thanks for the prompt response.

[Redacted] – could you send over a few 1 hour slots within the week commencing 1 August that would suit both Ross and Margaret's diaries and we can try get something pencilled in.

Thanks,

[Redacted]

**Deputy Private Secretary to the Deputy First Minister and Cabinet Secretary for Covid Recovery – John Swinney MSP**

**The Scottish Government**

St Andrew's House | Regent Road | Edinburgh | EH1 3DG

**From:** Greer R (Ross), MSP <Ross.Greer.msp@parliament.scot>

**Sent:** 30 June 2022 14:17

**To:** Deputy First Minister and Cabinet Secretary for Covid Recovery <DFMCSCR@gov.scot>

**Cc:** [redacted]; Hall M (Margaret) [redacted]

**Subject:** RE: Performance Stocktake Meeting

Hi [redacted],

Thanks for getting the ball rolling on this. [Redacted] in my office can advise on availability. I've also copied in our group director Mags Hall, who I'd like to attend if availability allows.

Thanks, Ross

**From:** [Redacted] **On Behalf Of** DFMCSR@gov.scot

**Sent:** 30 June 2022 12:58

**To:** Greer R (Ross), MSP <Ross.Greer.msp@parliament.scot>

**Cc:** Deputy First Minister and Cabinet Secretary for Covid Recovery <DFMCSCR@gov.scot>

**Subject:** Performance Stocktake Meeting

Ross,

I hope this email finds you well.

On the back of last night's meeting, DFM has asked for a stocktake meeting to be arranged where officials can provide an overview of where we are at with the commitments made within the Bute House Agreement.

I appreciate you will be going on leave at the end of this week so was wondering if you could you advise of who in your office would be best to engage with to find a mutually agreeable slot at the start of August when both yourself and DFM will be back from leave.

Thanks,

[Redacted]

**Deputy Private Secretary to the Deputy First Minister and Cabinet Secretary for Covid Recovery – John Swinney MSP**

**The Scottish Government**

St Andrew's House | Regent Road | Edinburgh | EH1 3DG

## Letter by email from the Deputy First Minister to all MSPs, 29 June 2022

All MSPs  
Scottish Parliament  
Edinburgh EH99 1SP

29 June 2022

Dear Members,

I am writing to update you on the Scottish Government's progress to deliver the COVID-19 adaptations commitments in the [COVID-19 Strategic Framework update](#).

As you are aware, the COVID-19 Strategic Framework update refreshed our strategic intent: from a focus on suppressing cases to managing COVID-19 effectively, primarily through adaptations to the way we live, work and access to services, that will strengthen our resilience to the virus, as we rebuild for a better future. This will mean changing behaviours and our physical environment. Since February, the Scottish Government has continued to work with sectors across the economy and broader society to ensure that we embed and enhance, as far as possible, the adaptations that have helped reduce transmission during the pandemic and that continue to be of vital importance to mitigate on-going COVID-19 risks.

### **COVID Sense Signage Pilot**

Today (29 June) we are starting the roll out of a COVID Sense Signage pilot (referred to as 'COVID-19 Signage pilot scheme' in the Strategic Framework update). This voluntary signage will enable and encourage organisations in the public, private and third sector to provide reassurance to people about the protective measures they have in place. This may be particularly re-assuring for people with underlying health conditions and people who are at higher risk from COVID-19. I am pleased that the Scottish Parliament is one of our pilot partners, so you may notice signage across the Holyrood Campus.

The pilot will run until the end of August 2022 and the evaluation from the pilot will inform decisions about Covid Sense Signage and communications over the autumn and winter. Further information on the pilot is available here: [www.gov.scot/covid-signage-scheme](http://www.gov.scot/covid-signage-scheme).

I would welcome your support in making businesses and organisations within your constituency aware of this initiative and in encouraging its uptake.

### **COVID-19 Ventilation Short Life Working Group (SLWG) Recommendations & Autumn-Winter Ventilation Action Plan**

The Scottish Government's COVID-19 Ventilation Short Life Working Group (SLWG) on non-healthcare settings, chaired by Professor Tim Sharpe, was set up in late summer 2021. The purpose of the SLWG was to provide advice and make recommendations to the Scottish Government on actions to improve ventilation and therefore support the creation of infection resilient environments.

The SLWG reported to the Scottish Government at the end of March 2022 and made ten recommendations including reviewing building standards and retrofit strategies to embed improvements in ventilation; increasing technical skills in the relevant industries; improving air quality in buildings and raising awareness of the importance of ventilation through a targeted communications approach. A list of the SLWG's recommendations and further details on how the Scottish Government intends to take them forward is included in Annex A.

In recognition of the importance of building resilience, and a possible resurgence of COVID-19, we will be prioritising the SLWG recommendations and actions that can be taken quickly to improve ventilation ahead of autumn/winter. As part of this, we will set up a new COVID-19 Adaptations expert advisory group, chaired by Professor Tim Sharpe, this summer. We will also issue clear and practical guidance for organisations and the public to maximise ventilation, including information on air quality and ventilation systems, to be published in September.

## **Business sector**

Officials have been engaging with a variety of sectors to understand what adaptations they have maintained following the removal of regulations and detailed guidance. A number of businesses and sectors have been very helpful in this work and have highlighted a range of adaptations they have kept in place to keep staff and customers safe.

This work has also highlighted that some businesses remain conscious of the continued risk that COVID-19 presents and, while they are keen to operate as normal as possible, some adaptations remain in place to avoid the work and cost required to reinstate them should the risk of COVID-19 increase. Many of the adaptations which have been kept in place have been driven by customer demand due to a change in expectations around these adaptations. Officials are considering the feedback received from this work, along with wider work being done with a range of stakeholders on lessons learned, to help develop advice and guidance for businesses and to help develop contingency planning around COVID-19.

## **Schools**

We have published [Coronavirus \(COVID-19\): guidance on reducing the risks in schools](#) which sets out an increased expectation that across all local authorities there should be sufficient CO2 monitors made available to allow all learning, teaching and play spaces to be assessed. This guidance will continue to support improved ventilation throughout the Autumn-Winter period.

We have supported the delivery of this commitment by allocating an additional £10m to local authorities to ensure that schools and early learning & childcare settings have access to CO2 monitoring.

This follows an earlier allocation of £90m COVID-19 logistics funding provided to schools for uses including improved ventilation, and we are aware that some local authorities used their share of this funding for those purposes. Additionally, the Scottish Government announced in January that we would provide local authorities with additional capital funding of up to £5m to support any further urgent remedial



work that is needed to ensure good ventilation in schools and early learning & childcare settings.

This represents a significant investment in ensuring ventilation, along with other mitigations in schools, plays an effective role in reducing the risks of COVID-19.

### **Further Education & Higher Education**

The Ventilation SLWG provided a [set of recommendations](#) for the Further Education (FE), Higher Education (HE), and Community Learning and Development (CLD) sectors in October 2021. These are currently referenced in the sector's published COVID-19 Recovery Group's Guiding Principles, which FE, HE and CLD partners are utilising to support their COVID-19 recovery work.

In March 2022 the Business Ventilation Fund supported the purchase and roll out of 4,600 CO2 monitors for FE/HE institutions. Officials agreed a process with the sector that ensured the distribution of this stock of CO2 monitors to institutions was fair and directed to institutions on an equitable and needs basis.

I hope you find this update of assistance.

Yours sincerely,  
JOHN SWINNEY

**ANNEX A – SCOTTISH GOVERNMENT’S RESPONSE TO THE COVID-19 VENTILATION SHORT LIVE WORKING GROUP (SLWG) RECOMMENDATIONS FOR NON-HEALTHCARE SETTINGS**

<b>RECOMMENDATION</b>	<b>Scottish Government Response</b>
1) To take forward a Covid Safety Signage Scheme	Accept. The Covid Sense Signage pilot had a soft launch on 30 May with a small group of organisations. A wider pilot launch with all partner organisations took place on 29 June. The pilots will continue until August after which an evaluation process will be undertaken. This will inform next steps on signage including how we might approach communications and protective measures for the autumn and winter.
2) Existing building standards should be reviewed to ensure a greater emphasis on ventilation and appropriate air quality is set out in regulation.	Accept. The COVID-19 Strategic Framework update included a commitment to review Scottish building regulations and explore how buildings of the future can have infection-resilience built into their designs. The review has started and will continue into 2023. This review will focus on new work and installations.
3) To set up an Expert Advisory Group to provide wider advice on ventilation and improving air quality in Scotland.	Accept. Work is underway to set up a new COVID-19 Adaptations Expert Advisory Group. Prof. Tim Sharpe, previous SLWG chair, has been appointed a new chair for the COVID-19 Adaptations Expert Advisory Group and work is currently underway with the Chair to scope the role, remit and membership of the group which will provide advice on a broad range of COVID-19 Adaptations, including ventilation with a view to the group meeting for the first time in August.
4) Develop forms of public and user communication regarding air quality and ventilation systems to allow individuals and those who own, manage and occupy buildings to understand the importance and methods to improve them, and the use of outdoor space.	Accept. We are reviewing and expanding the guidance hosted on the Scottish Government Website. This will include: <input type="checkbox"/> Guidance for individuals explaining the benefits and importance of good ventilation and air quality to both stemming transition of COVID-19 and wider health <input type="checkbox"/> Guidance for building managers and owners detailing ways of improving ventilation and air quality in their settings. <input type="checkbox"/> Information on the most appropriate uses of filtration and air cleaning technology.  This guidance will be developed in partnership with Public Health Scotland (PHS) and will be published in September. Officials will also engage with the People’s Panel in order to understand barriers to ventilation. In addition the importance of ventilation will remain a part of Scottish Government marketing campaigns into the autumn and winter period.
5) Provide greater information and guidance around forms of filtration and air cleaning in order to provide the public and users with a more in depth	Accept. This will be included in the review of guidance set out above.

understanding of both the uses and limitations of	
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Letter by email from Deputy First Minister to all MSPs – Scotland's Redress Scheme,  
22 June 2022

Sue Webber MSP  
Convener  
Education, Children and Young People Committee  
The Scottish Parliament  
Edinburgh

By email: ECYP.committee@Parliament.Scot

22 June 2022

Dear Sue,

### **Scotland's Redress Scheme**

On 16 May, I wrote to the Committee's previous Convener, Stephen Kerr MSP, to provide an update on Scotland's Redress Scheme following a request on 25 April. Since then, some of the planned changes I referred to have been implemented, and additional data is now available in regard to the first six months of the scheme operation. With this in mind, I hope it will be helpful to provide a further update, as I am aware the committee share my personal commitment to ensuring the scheme is delivered in a robust, transparent and person-centred manner.

Recruitment of case workers is continuing. Successful candidates are going through the necessary HR and security checks while other posts are being advertised externally.

As I expressed in May, it is a matter of priority for me, and my officials delivering the scheme, to improve the lead time on some aspects of communication and engagement with applicants.

I am pleased to report that a new operating model has been introduced. This has resulted in over 480 applications being reviewed, and follow-up letters sent, offering support to applicants and next steps advice to allow their application to progress - prior to having a case worker allocated to them.

New applications are currently receiving their initial communication within four weeks of receipt and this communication now includes more information on next steps in line with the new triage system model.

As the scheme has been operational for six months, I am now able to report more detail on the numbers of decisions and payments made, as well as the associated amounts of those payments. Further official reporting, in line with the requirements of the Act, and wider reporting commitments will be available in due course.

The latest available figures for applications show that 1,275 survivor applications, 81 next of kin applications and 49 expenses applications have been received. 107 redress applications have been passed to Redress Scotland for consideration and of those, 60 have had an initial determination made.

The table below provides detail on the number of payments made and total amounts. The figures on payments should be read with full understanding that applicants have six months from the date of receiving an offer of payment to make a decision of whether to accept.

<b>Type of Application</b>	<b>No. of Payments Made</b>	<b>Total Amount of Payments Made</b>
Fixed Rate	17	£170,000
Individually Assessed	32	£2,020,430.21
Solicitor Expenses	2	£134.40
Applicant Expenses	40	£790.95
Legal Fees	5	£12,000

In my last update, I advised that there were eleven organisations on the contributor list. Since that time, agreements for fair and meaningful contributions have been reached with a further 3 organisations which I can now confirm are;

East Park School,  
All 22 NHS Scotland Boards,  
& The Royal Blind Asylum and School Edinburgh, known as Sight Scotland.

Discussions continue with other organisations who have expressed an interest in becoming contributors, and so we anticipate further additions to the list in due course.

We remain open to dialogue with all organisations who wish to be part of our national collective endeavour to recognise the harms of the past. The full list of contributors can be found on the [Scottish Government website](#).

I trust this update is helpful, and I appreciate the continued support of the committee in our shared commitment to support Scotland's acknowledgement and tangible recognition of the harm suffered as a result of historic child abuse in relevant care settings in Scotland.

I have copied this to all Members of the Scottish Parliament, to assist colleagues in dealing with enquiries from constituents. I will provide further information in due course.

Yours sincerely,  
JOHN SWINNEY

Email from the Deputy First Minister to Ross Greer – Cost of Living Crisis, 20 June 2022

Sent: Mon 20/06/2022 17:09

From: [Redacted] on behalf of; Deputy First Minister and Cabinet Secretary for Covid Recovery <DFMCSCR@gov.scot>

Subject: Note from the Deputy First Minister

To: 'Ross.Greer.msp@parliament.scot'

CC: Minister for Zero Carbon Buildings, Active Travel and Tenants' Rights <MinisterZCBATTR@gov.scot>; Minister for Green Skills, Circular Economy and Biodiversity <MinisterGSCEB@gov.scot>; McCaig C (Callum) <Callum.Mccaig@gov.scot>; Huyton H (Harry) <Harry.Huyton@gov.scot>; Corbett GN (Gavin) <Gavin.Corbett@gov.scot>; Hynd JS (James) <James.Hynd@gov.scot>

Dear Mr Greer,

In advance of your meeting at 1730, and with apologies for the delay, please find attached a note from the Deputy First Minister. I should be grateful if this note can be treated with the strictest of confidence and not shared beyond the copy list of this email.

Best wishes,

[Redacted] | Deputy Private Secretary to the Deputy First Minister and Cabinet Secretary for Covid Recovery

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**Decision not to release information**

Exemptions under section 29(1)(a) (formulation or development of government policy), section 29(1)(b) (Ministerial communications) and section 30(1)(b)(ii) (free and frank exchange of views for the purposes of deliberation) of FOISA apply to information held in the form of the note referred to in the above email.

Email from Ross Greer to the Private Office of the Deputy First Minister – PfG Approach Paper, 24 May 2022

From: Greer R (Ross), MSP <Ross.Greer.msp@parliament.scot>  
Sent: Tue 24/05/2022 16:24  
To: Deputy First Minister and Cabinet Secretary for Covid Recovery <DFMCSCR@gov.scot>; Mackay G (Gillian), MSP <Gillian.Mackay.MSP@Parliament.scot>  
Cc: Tim.Ellis@gov.scot; Alison.Irvine@gov.scot; James.Hynd@gov.scot; Shirley.Rogers@gov.scot; Callum.Mccaig@gov.scot; CabinetSecretariat3@gov.scot; PfG@gov.scot  
Subject: RE: Official Sensitive: PfG Approach Paper

Thanks [Redacted]. Given this will be on Thursday's agenda, Gillian will join us for that meeting.

**From:** [Redacted] **On Behalf Of** DFMCSR@gov.scot  
**Sent:** 24 May 2022 13:21  
**To:** Mackay G (Gillian), MSP <Gillian.Mackay.MSP@Parliament.scot>; Greer R (Ross), MSP <Ross.Greer.msp@parliament.scot>  
**Cc:** Tim.Ellis@gov.scot; Alison.Irvine@gov.scot; James.Hynd@gov.scot; Shirley.Rogers@gov.scot; Callum.Mccaig@gov.scot; CabinetSecretariat3@gov.scot; PfG@gov.scot  
**Subject:** Official Sensitive: PfG Approach Paper

OFFICIAL-SENSITIVE: Not for onward transmission

Dear Ms Mackay and Mr Greer,

I trust you are well.

Ahead of your meeting with the DFM and officials on Thursday at 1730 on the PfG, I enclose a copy of the proposed approach paper.

All good wishes,

**[Redacted]** | Deputy Private Secretary to the Deputy First Minister and Cabinet Secretary for Covid Recovery  
The Scottish Government | St Andrew's House, Regent Road, Edinburgh, EH1 3DG

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**Decision not to release information**

Exemptions under section 29(1)(a) (formulation or development of government policy), section 29(1)(b) (Ministerial communications) and section 30(1)(b)(ii) (free and frank exchange of views for the purposes of deliberation) of FOISA apply to information held in the form of the paper referred to in the above email.

**In person meetings between John Swinney MSP, Deputy First Minister and Cabinet Secretary for Covid Recovery, and Ross Greer MSP, in the period 1 January 2022 to 13 August 2022.**

03/08/2022, 11:00, Meeting, St Andrew's House, Ross Greer MSP – Budget

03/08/2022, 10:00, Meeting, St Andrew's House, Ross Greer MSP and Mags Hall, Scottish Green Party Head of Strategy and Campaigns – Bute House Agreement

29/06/2022, 19:00, Meeting, Scottish Parliament, Scottish Green Party, Programme for Government

20/06/2022, 17:30, Meeting/Video Conference, Ross Greer MSP, Cost of Living Crisis

26/05/2022, 17:30, Meeting, Scottish Parliament, Scottish Green Party, Programme for Government

12/05/2022, 17:30, Meeting, Scottish Parliament, Scottish Green Party, Bute House Agreement

10/05/2022, 17:45, Meeting/Video Conference, Ross Greer MSP, Bute House Agreement

28/04/2022, 17:30, Meeting/Video Conference, Scottish Green Party, Bute House Agreement

16/03/2022, 09:00, Meeting/Video Conference, Scottish Green Party, Bute House Agreement

02/03/2022, 15:00, Meeting/Video Conference, Scottish Green Party, Bute House Agreement

15/02/2022, 16:30, Meeting/Video Conference, Ross Greer MSP, Bute House Agreement

09/02/2022, 17:30, Meeting/Video Conference, Ross Greer MSP and Gillian Mackay MSP, Covid-19 Strategic Framework Update

03/02/2022, 17:30, Meeting/Video Conference, Scottish Green Party, Bute House Agreement

05/01/2022, 12:00, Meeting/Video Conference, Scottish Green Party, Covid-19

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Meeting between John Swinney MSP, Deputy First Minister, Ross Greer MSP and Mags Hall, Scottish Green Party Head of Strategy and Campaigns – Bute House Agreement, 3 August 2022

File Note **BUTE HOUSE AGREEMENT MEETING BETWEEN DEPUTY FIRST MINISTER AND SCOTTISH GREEN PARTY**, SPresent:

Deputy First Minister and Cabinet Secretary for COVID Recovery  
James Hynd, Director for Cabinet  
Callum McCaig, Special Adviser,  
PS/DFM  
Ross Greer MSP

[Information redacted - section 29(1)(a) and section 30(1)(b)(ii)]

29 June 2022, Meeting between Deputy First Minister and Scottish Green Party Group: Programme for Government Update

DFM, George Adam MSP, Callum McCaig, Lorna Slater MSP, Maggie Chapman MSP, Ross Greer MSP, Gillian Mackay MSP, Gavin Corbett, Harry Huyton  
Programme for Government team representatives: [redacted], PfG Unit Head; and [redacted, PfG Team Leader

**Programme for Government (PfG) 2022-23: next steps**

- Returns from policy teams are due 6 July and at this point the PfG team will review and begin to develop a rough first draft. Based on previous years 300-500 individual templates setting out possible policies for inclusion can be submitted so triaging these returns and honing the first PfG draft takes place throughout July.
- A high-level summary of the emerging policy package will be sent to the First Minister in late July. The PfG team will work with Green SpAds to test this in advance, though timetables will be tight and a quick turnaround is likely to be required.
- The PfG will be before Cabinet on 16th August so we expect to share a final draft with Cabinet members, including Green Ministers, a few days before. In advance, the PfG will need to be cleared via portfolio SpAds as well as Colin/Liz/Leanne in the round, the Perm Sec and Greens. The PfG team also have to build in First Minister clearance time.
- This means that the PfG team will be locking down the draft in very early August, with the preceding iterative drafting process representing the key opportunity for policy teams to influence drafting.
- Edits to the PfG beyond this point will largely be driven by direct Ministerial steers rather than requests from policy teams.
- There will then be a final cabinet discussion in late August, at which point the PfG will be sent to the publishers in advance of being formally published on 6 September.
- [Redacted – note of discussion – section 29(1)(a) and section 30(1)(b)(ii)].

## **Decision not to release information**

Exemptions under section 29(1)(a) (formulation or development of government policy) and section 30(1)(b)(ii) (free and frank exchange of views for the purposes of deliberation) of FOISA apply to information held which records discussions at meetings held on 9 February 2022 (not released), 29 June 2022 (as redacted) and 3 August 2022 (as redacted) listed above.

### **3. Correspondence between Ross Greer MSP and Ben Macpherson MSP since January 1, 2022**

All MSPs  
Scottish Parliament  
Edinburgh  
EH99 1SP

13 June 2022

Dear Colleagues,

As part of the roll out of Adult Disability Payment, I am delighted to confirm that from today, 13 June 2022, our phased case transfer process will begin and the first Personal Independence Payment awards will be selected for transfer to Adult Disability Payment. In the coming weeks, the first group of clients will receive letters from Social Security Scotland informing them that their benefit is to be transferred.

We have made remarkable progress since the Social Security (Scotland) Act 2018 was passed four years ago. In that time we have introduced 12 new benefits, 7 of which are only available in Scotland, and we have established and developed Social Security Scotland to administer the payments. We have also started transferring Disability Living Allowance for children cases from the Department for Work and Pensions (DWP) to Social Security Scotland onto our new Child Disability Payment.

Furthermore, we've begun the roll out of Adult Disability Payment, our replacement for the UK Government's Personal Independence Payment. Adult Disability Payment is currently available in three local authority pilot areas and will be phased in across ten more areas ahead of full national introduction at the end of August. Case transfer means that awards for Personal Independence Payment will be replaced by Adult Disability Payment and Social Security Scotland will manage future payments instead of the DWP.

Cases will transfer starting with the same pilot council areas where we introduced Adult Disability Payment – Dundee, Perth and Kinross and the Western Isles. The first to move to Adult Disability Payment will be people in these areas whose Personal Independence Payment awards are due to be reviewed immediately after August's national launch. In addition, people from all over Scotland will also have their claim start to move if their fixed-term Personal Independence Payment is due to end between 29 August 2022 and February 2023.

From the 29 August, wherever possible, people will be prioritised to have their payment transferred before they would otherwise be required to undergo a DWP face-to-face assessment – for example when someone reports a relevant change of circumstances or is scheduled to have their DWP award reviewed or come to an end. We will also prioritise the transfer of anyone who would meet the Scottish rules for terminal illness who is not already on the highest level of both care and mobility.

The case transfer process has been designed to ensure that no one will have to apply or be assessed as part of the transfer: awards will be transferred automatically. Clients will continue to receive the right payment, at the right time, into the account they would usually receive their Personal Independence Payment.

We will write to individuals in advance to tell them when to expect case transfer to happen. It will usually take around three to four months to transfer someone's award and we will write to clients once the transfer is complete. This letter will inform individuals when their Adult Disability Payment award begins and when to expect their payments from Social Security Scotland. There is a faster process if we are transferring someone's award and they meet the special rules for terminal illness, or have reported a change of circumstances that mean they may meet those rules.

We will continue to transfer Personal Independence Payment awards until the last cases are moved across in summer 2024, and estimate over 300,000 people will have their awards transferred to Adult Disability Payment. Completing case transfer is an important and very complex joint process with the DWP, and a significant further step in developing the Scottish Government's modern, compassionate, high performing social security system that will serve the people of Scotland for decades to come.

Further information about the case transfer process can be found at:  
[Your benefit is transferring to Social Security Scotland - mygov.scot](https://mygov.scot).

If you are seeking advice on behalf of a constituent in relation to Social Security Scotland's services, you can contact their dedicated Parliamentarian's advice line on 01382 931600.

Best regards,  
BEN MACPHERSON

All MSPs  
Scotland's MPs

06 July 2022

Dear colleagues,

## BENEFIT TAKE-UP

The current cost of living crisis means that many households will need support more than ever. The Scottish Government firmly believes we should all encourage constituents to apply for the support they are eligible for. Social security is a shared investment in people and building a fairer society together. Therefore, I write to encourage you to use your various means of communication with constituents this summer to highlight the substantial financial support that is available to them. We are also working closely with a wide range of stakeholders to promote our benefits.

The Scottish Government is now delivering 12 benefits through Social Security Scotland, as well as the Scottish Welfare Fund, through local authorities, and the Council Tax Reduction Scheme.

It is incumbent on all of us who engage with constituents, and communicate with the public, to help make sure people entitled to benefits know what is available, and they are encouraged to apply.

I know you will want to support people in your constituencies and regions. Social Security Scotland will soon post you some marketing materials for our Five Family Payments and disability benefits. There are also a range of digital materials available on Social Security Scotland's website at

<https://www.socialsecurity.gov.scot/guidance-resources/resources>. Please also regularly share Social Security Scotland's posts and tweets on social media.

If one of your constituents is in need of support then they can apply online at <https://www.mygov.scot/browse/benefits>, by post or through a local face-to-face appointment.

If someone would like to discuss their situation or case then they can call Social Security Scotland on 0800 182 2222. Further information on how your constituents can contact Social Security Scotland can be found at:

<https://www.mygov.scot/contact-social-security-scotland>.

Moreover, if you are seeking advice or assistance on behalf of your constituents in relation to Social Security Scotland's services, please feel free to contact Social Security Scotland through the dedicated Parliamentarian advice line on 01382 931600.

Constituents can also check what further support they may be eligible for by accessing some of the wider advice available, including Money Support Scotland <https://moneysupport.scot/> and the Money Talk Team <https://moneytalkteam.org.uk/home>

The Cabinet Secretary for Social Justice, Housing, and Local Government has recently written to the Secretary of State for Work and Pensions to urge the UK Government to do more to promote take-up of reserved benefits.

I hope we can work together to promote social security benefits and the other financial support that is available. Please contact me if you have any queries in relation to this correspondence.

Thank you for your collaboration.

Best regards,  
BEN MACPHERSON

Fife MSPs and MPs  
City of Aberdeen MSPs and MPs  
Aberdeenshire MSPs and MPs  
Moray MSPs and MPs  
North Ayrshire MSPs and MPs  
East Ayrshire MSPs and MPs  
South Ayrshire MSPs and MPs

25 July 2022

Dear colleagues,

As Minister for Social Security and Local Government, I wanted to write to you following the successful launch of the third phase of the pilot for Adult Disability Payment today. In Scotland, this new form of disability assistance, delivered by Social Security Scotland, replaces Personal Independence Payment in Scotland, which is delivered by the Department for Work and Pensions.

From today, Social Security Scotland has started accepting new applications for Adult Disability Payment in seven more local authority areas: Fife, City of Aberdeen, Aberdeenshire, Moray, North Ayrshire, East Ayrshire and South Ayrshire.

This marks the final stage of the pilot before full nationwide delivery from 29 August, as set out below:

Local authority area	Date which we will begin accepting new applications to Adult Disability Payment
Perthshire and Kinross City of Dundee Western Isles	21 March 2022
Angus North Lanarkshire South Lanarkshire	20 June 2022
Fife City of Aberdeen Aberdeenshire Moray North Ayrshire East Ayrshire South Ayrshire	25 July 2022
All remaining Scottish local authority areas	29 August 2022

This phased approach will enable a safe and secure introduction of Adult Disability Payment. It will provide the opportunity to ensure our new and improved system, designed in conjunction with stakeholders and people with experience of the social security system, meets the needs of clients.

In introducing Adult Disability Payment, we are building on the positive feedback that we have received from families and stakeholders regarding our Child Disability Payment. Parents and support workers have told us that the application process has been easier, and less daunting, and that the support offered from Social Security Scotland has been helpful and compassionate. We are committed to delivering Adult

Disability Payment in a similar manner, treating people with dignity, fairness and respect.

Alongside the phased roll out of Adult Disability Payment, our local delivery service are also available across every Local Authority area in Scotland. This means that people are able to get advice and support on Adult Disability Payment at a location and time that suits them within their local area.

Specially trained Client Support Advisers are also available to answer any queries about Social Security Scotland benefits, help complete paper, telephone or online applications forms, offer other support such as identity and document verification, and help with submitting change of circumstances information.

### **Case Transfer**

Individuals who currently receive Personal Independence Payment or Disability Living Allowance from the Department for Work and Pensions do not need to apply for Adult Disability Payment, as their award will be automatically transferred to Adult Disability Payment in a phased approach. People will receive the same amount of Adult Disability Payment that they received for Personal Independence Payment, if their circumstances remain unchanged. Social Security Scotland will contact people about their case transfer in due course, when their case is selected for transfer. Cases will transfer in stages starting from this summer and this process is expected to be completed by the end of 2025.

### **Supporting Constituents**

A range of materials to support the launch of Adult Disability Payment and our Local Delivery service are now available on Social Security Scotland's website at <https://www.socialsecurity.gov.scot/guidance-resources/resources>.

**If one of your constituents is in need of support they can apply online at <https://www.mygov.scot/benefits>, by post or through a local face-to-face appointment, and if someone would like to discuss their case they can call Social Security Scotland on 0800 182 2222. Further information on how your constituents can contact Social Security Scotland can be found here: <https://www.mygov.scot/contact-social-security-scotland>.**

**If you are seeking advice on behalf of your constituents in relation to Social Security Scotland's services, please feel free to contact Social Security Scotland through the dedicated Parliamentarian's advice line on 01382 931600. Social Security Scotland will not need a declaration signed by your constituent in order for you or a member of your staff to make an enquiry.**

I would like to thank you as MSPs and MPs in Fife, City of Aberdeen, Aberdeenshire, Moray, North Ayrshire, East Ayrshire and South Ayrshire for your support and collaboration in promoting Adult Disability Payment and our 12 other devolved Scottish benefits in your constituency and regions.

Best regards,  
BEN MACPHERSON