

Paper 1/5: Work Plan

For agreement

1. Purpose

1.1 This paper presents a draft work plan for discussion and agreement by Commissioners.

2. Background

2.1 A high-level work plan has been drafted by the secretariat. This outlines a variety of themes and sectors that have initially been agreed with the Chair as being appropriate points of focus for the Commission's work. These themes and sectors emerged from a workshop held by the Scottish Government with a broad range of stakeholders on 13th September 2018.

2.2 The work plan is intended to be a living document that is reviewed and updated at each meeting. The secretariat will be responsible for maintaining the document, as directed by the Chair. The draft included in this paper is intended as a starting point that can be refined following input from Commissioners, in particular the ideas for which groups could be engaged with at each meeting represent very early thinking.

2.3 The draft work plan is included in the Annex to this paper.

3. Conclusion

3.1 Commissioners are invited to agree the high-level work plan as outlined in the Annex, subject to any amendments.

Annex – Draft work plan

1. Background

1.1 The Commission is required to submit a report to Scottish Ministers containing recommendations that will:

- Maximise the economic and social opportunities that the move to a carbon-neutral economy by 2050 offers.
- Build on Scotland's existing strengths and assets.
- Understand and mitigate risks that could arise in relation to regional cohesion, equalities, poverty (including fuel poverty), and a sustainable and inclusive labour market.

1.2 To help the Commission in fulfilling its remit, this work plan will be maintained and considered at all meetings. This is intended to be a high-level document that provides structure to the Commission's work and an outline of how it will engage with others.

2. General approach

2.1 The work plan is expected to evolve as the Commission clarifies where, in its opinion, it should focus its attention and in reaction to emerging priorities.

2.2 The Commission will examine areas of interest in any way it considers to be appropriate. For example, the Commission may wish to consider approaches taken elsewhere and/or it may wish to learn lessons from past economic transitions.

2.3 The secretariat will, where appropriate, ensure that the Commission is made aware of relevant areas of interest in the wider policy landscape in Scotland.

3. Priority themes/sectors

3.1 Given the broad nature of the remit the Commission will need to gather evidence on a range of topics, ensuring that all the relevant aspects of the transition to a carbon-neutral economy are considered. In general terms, the Commission will consider topics from the perspective of one (or all) of the following themes:

- Labour Market & Skills;
- Regional Cohesion and
- Social Inclusion.

3.2 In order to address the Commission's remit, this work plan is structured around the following topics:

1. Investment, innovation and delivery at scale
2. Skills and labour market
3. Oil and gas & industry
4. Land and agriculture
5. Transport
6. Built environment
7. Power generation and distribution

4. Information gathering and engagement

4.1 The remit of the Commission commits it to engaging in meaningful dialogue with workers, communities, NGO's, business and industry, in addition to specifically considering the views of young people. Several different forms of engagement will be undertaken to ensure all the relevant viewpoints are heard and considered by the Commission.

Information gathering sessions at Commission meetings

4.2 The Commission is expected to move around the country; locations for meetings will be linked the theme or sector being considered, where appropriate.

4.3 A range of individuals will be invited to meetings who are able to bring the required expertise and experience in the topic being considered. This will include representations from organisations and interest groups and, where possible, the Commission will include individuals with direct experience of the issues being considered.

4.4 Invitations to participate at meetings will be determined by Commissioners, with input and support from the Secretariat. The views of stakeholders will also be considered (using the mechanisms described below) when identifying appropriate individuals and organisations to invite to meetings.

Public meetings, events, workshops

4.5 A series of public events will also be held, focussed on particular topics (as listed above), with a view to informing the Commission's work. These will usually precede formal meetings of the Commission, and will be used as an opportunity to engage interested parties with the work of the Commission and allow for stakeholders to influence the line of questioning/areas for further investigation at

subsequent Commission meetings. The format of these events will vary; they may take the form of town-hall type events, or smaller scale workshops. Not every meeting of the Commission will have a corresponding event, but a target of three to be held in 2019/20 would be practical.

4.6 These public events will be organised in partnership with key stakeholders, who will be asked to jointly organise and/or host events alongside the Commission. Some potential organisations to consider are included below (please note they have not been contacted):

- Scottish Youth Parliament: this has representation from across the country, with members between the ages of 14-25 elected representing constituencies in each of the 32 local authorities in Scotland. They may present a good opportunity to engage with youth and to fulfil the aspect of the Commission's remit requiring it to specifically seek the views of young people.
- Business organisations (such as CBI, FSB, BiTC, Business Chambers) would present an opportunity to engage with the wider business community on the transition to a carbon-neutral economy and the work of the Commission.
- Trade Unions: an event held centred around unionised workers and their reps would potentially touch on several of the themes currently included in the work plan (oil and gas, transport, agriculture etc).
- Eco-Congregation Scotland: This is a network of church congregations from all over Scotland with an interest in climate change. They have previously expressed interest in the work of the Commission and would likely be a good partner for hosting a public town-hall event.

Qualitative social research

4.7 To further support the Commission in gathering evidence, a programme of qualitative research will be undertaken, with a procurement exercise run in Spring 2019. A separate paper has been included on the agenda for the first meeting of the Commission outlining a draft specification for this work.

4.8 It is anticipated this work will have reported by mid-2020 allowing the Commission to fully consider the findings, and gather additional evidence if needed, in advance of developing its final recommendations to Ministers by January 2021.

Online engagement

4.9 Online engagement will also be undertaken, as a means of both promoting the work of the Commission, capturing public sentiment relating to the transition to a

carbon-neutral economy and in order to inform Commission meetings (as described at 4.2).

4.10 The Commission and Secretariat will explore the use of social media, particularly Twitter, to promote its work and determine whether it could provide an appropriate platform for gathering feedback from the public. A twitter account, @JtcScotland, has been set up and subject to the Commission's agreement will tweet a photo of the first meeting with comment that all Commissioners are excited to start work on this important issue. This will be followed up over the coming days and weeks, explaining what "just transition" means and inviting views on what the Commission should consider.

Handling reactive, ad-hoc communications

4.11 An email account (JustTransitionCommission@gov.scot) will be maintained by the Secretariat to provide another platform for members of the public to feed into the deliberations of the Commission.

4.12 Any requests or enquiries about the Commission's work should be forwarded to the Secretariat's JustTransitionCommission@gov.scot account. The Secretariat will liaise with the Commission to coordinate communications and ensure that relevant issues can be reflected in on-going revisions to the work plan, as appropriate.

5. Work schedule

5.1 The high-level themes/sectors for consideration (from 3.2, above) are listed below with suggested sequencing. For each theme/sector, additional detail to the work plan will be added by the secretariat (as directed by the Commission). This will cover the likely points of investigation the relevant organisations and programmes of work to engage with, appropriate meeting locations and, where relevant, an outline of proposed wider engagement events.

2019

Meeting 1 – Inception meeting

January 31st 2019

Agree terms of reference and high-level work plan

Presentation on the Scottish Economy by Cambridge Policy Consultants

Meeting 2 – Investment/innovation and delivery at scale

April 2019, week beginning 8th (tentative)

To add – Key issues to be addressed

Organisations/areas of work to consider inviting to give information

Green Investment Group, Grantham Institute Imperial College London, Climate KIC

Meeting 3 – Skills and labour market

June 2019, week beginning 3rd (tentative)

To add – Key issues to be addressed

Organisations/areas of work to consider inviting to give information

Fair Work Convention, Skills Development Scotland, Joseph Rowntree Foundation, Fraser of Allander Institute, Trade Unions, Scottish Enterprise, Highlands and Islands Enterprise

Meeting 4 – Oil and Gas & industry

September 2019, week beginning 2nd (tentative)

To add – Key issues to be addressed

Organisations/areas of work to consider inviting to give information

Trade Unions, oil and gas businesses / businesses within the supply chain, community groups in areas where oil and gas is a major employer

Meeting 5 – Land and agriculture

November 2019, week beginning 25th (tentative)

To add – Key issues to be addressed

Organisations/areas of work to consider inviting to give information

NFUS, Crofters Association, Forestry Commission,

2020

Meeting 6 – Transport

January 2020, week beginning 27th (tentative)

To add – Key issues to be addressed

Organisations/areas of work to consider inviting to give information

Meeting 7 – Built Environment

To be confirmed – Spring 2020

To add – Key issues to be addressed

Organisations/areas of work to consider inviting to give information

Meeting 8 – Power generation and distribution

To be confirmed – Summer 2020

To add – Key issues to be addressed

Organisations/areas of work to consider inviting to give information



Meeting 9 – Development of the report

To be confirmed – Autumn 2020

To add – Key issues to be addressed

Organisations/areas of work to consider inviting to give information

Meeting 10 – Finalisation of report

To be confirmed – 2020/21

To add – Key issues to be addressed

Organisations/areas of work to consider inviting to give information