



The Scottish Parliament
Pàrlamaid na h-Alba

Minute of the Scottish Parliamentary Corporate Body (SPCB) meeting held on Thursday 9 September 2021 at 09.00, Q1.03 (hybrid)

Present:

- Alison Johnstone MSP (Chair)
- Claire Baker MSP
- Jackson Carlaw MSP
- Maggie Chapman MSP
- Christine Grahame MSP

In attendance:

- Michelle Hegarty
- Janice Crerar
- Callum Thomson
- Gillian Baxendine
- Susan Duffy
- Emma Armstrong
- Dorothy Sneddon
- Cristine Livingstone
- Roy Devon
- Huw Williams
- Mark Brough
- Eric MacLeod
- Lisa Creamer
- Judith Proudfoot, Secretary

Previous minutes

1. The SPCB agreed the minute of the meeting held on 24 June 2021 subject to an amendment requested by a member.

Matters arising

2. The SPCB had dealt with the following items by correspondence since the previous meeting:

2.1 SPCB(2021)Paper 40 – agreed the appointment of an adviser to the Finance and Public Administration Committee.

- 2.2 SPCB(2021)Paper 41 – agreed an application for an additional regional office in West Scotland.
- 2.3 SPCB(2021)Paper 42 – agreed an application for an additional regional office in South Scotland.
- 2.4 SPCB(2021)Paper 43 – noted a revised Strategic Plan for the Ethical Standards Commissioner.
- 2.5 Agreed guidance for staff on a phased return to the office.
- 2.6 SPCB(2021)Paper 44 – noted proposals contained in the UK Elections Bill.
- 2.7 Noted changes to the Scottish Parliamentary Pension Scheme investment strategy agreed by the Pension Fund Trustees.
- 2.8 Agreed the outline for SPCB staff pay award negotiations.
- 2.9 Agreed revised arrangements for the payment of 'Short Money' to the Scottish Green Party following the agreement between the Party and the Scottish Government.
- 2.10 Noted correspondence with a MSP relating to a visa application for a member of their staff and agreed to consider if any action could be taken.
- 2.11 Endorsed an updated version of the Written Agreement between the SPCB and the Finance and Public Administration Committee on the budget scrutiny process.

Officeholders

Chair of the Scottish Human Rights Commission - SPCB(2021)Paper 45

- 3. The SPCB agreed the terms and conditions of appointment of a new Chair of the Scottish Human Rights Commission.

Membership of the Standards Commission for Scotland – SPCB(2021)Paper 46

- 4. The SPCB agreed the terms and conditions of appointment for a replacement part-time member of the Commission. The SPCB also agreed which members would sit on the selection panel.

Scottish Public Services Ombudsman - Contingency funding application – SPCB(2021)Paper 47

- 5. The SPCB sought further clarification on a number of points and agreed to consider the request further at the next meeting.

Staffing determination, Scottish Biometrics Commissioner – SPCB(2021)Paper 48

- 6. The SPCB agreed the appointment of 3 members of staff to the office of the Scottish Biometrics Commissioner. Under the terms of the shared-services arrangement, HR and payroll functions would be provided by the Scottish Public Services Ombudsman (SPSO) and accordingly the staff would be recruited under SPSO's terms and conditions.

Participation & Communities Team - presentation

7. The aim of the Team is to help individuals and communities contribute their views and experiences to the work of the committees of the Parliament. It also supports parliamentary officials in developing new engagement methods.
8. The SPCB welcomed the presentation and the work being done by the Team. The SPCB discussed the benefits already being achieved and the potential for further engagement opportunities on the issues affecting individuals.

Parliament website - discussion

9. Following feedback from Members and their staff, the SPCB invited officials to attend to discuss the new website. Officials provided a brief summary of the background to the project including the technical drivers of change; the consultations that were undertaken and the end-user testing carried out prior to launch of the new site.
10. Since the launch, work had continued on developing and improving the site. The SPCB asked officials to continue to engage with MSPs and their staff to understand the information that was important to their work in order to provide a resource that worked for them. They were also asked to look at ensuring the various systems used by MSPs were linked and interacted.
11. The SPCB acknowledged that this was not an easy undertaking and thanked staff for their work to date.

AOB

Opening Ceremony – SPCB(2021)Paper 49

12. The SPCB discussed arrangements for the planned Kirking and Opening Ceremony for Session 6 of the Parliament and provided officials with a steer on the management of those attending at Holyrood.

Date of next meeting

13. The next meeting was scheduled for Thursday 23 September 2021.

SPCB secretariat
September 2021