



The Scottish Parliament
Pàrlamaid na h-Alba

Minute of the Scottish Parliamentary Corporate Body (SPCB) meeting held on Thursday 2 February 2023 at 9.00am

Present:

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

In attendance:

- David McGill
- Michelle Hegarty
- Erin Borthwick
- Alan Balharrie
- Alan Durward
- Susan Duffy
- Sally Coyne
- Janice Crerar
- Huw Williams
- Mark Brough
- Eric MacLeod
- Lisa Creamer
- Judith Proudfoot, Secretary

Previous minutes

1. The SPCB agreed the minute of the meeting held on 19 January 2023.

Matters arising

2. The SPCB noted that the following matters had been noted/agreed by correspondence since the last meeting:

- SPCB(2023)Paper 8 – agreed travel costs to be met from the Members' Expenses Scheme.
- Noted the Scottish Biometrics commissioner's revised Strategic Plan for 2021-2025.
- Agreed that overnight accommodation costs incurred by Members as a consequence of the late sittings on 24 January 2023 could be met through the Members Expenses Scheme as exceptional expenses.
- SPCB(2023)Paper 9 – agreed travel costs to be met from the Members' Expenses Scheme.

Members' feedback survey – Paper 2

3. The SPCB is responsible for providing support to Members to enable them to undertake their parliamentary roles. The Members' Feedback Survey is carried out twice a year and complements ongoing operational feedback gathered by individual business areas on the services provided. The programme is designed to ensure that each Member has the opportunity to take part and provide feedback through this process at least twice during a parliamentary session.
4. The SPCB received a high-level summary report on the latest round of interviews and noted updates on the actions being taken, where appropriate, in response to feedback provided by Members.

IT provision

5. With new ways of working bedding in across the Parliament, the SPCB discussed the policy in place covering the provision of mobile devices to MSPs and their staff. The SPCB's primary focus was on ensuring that it continued to meet the needs of Members and their staff to carry out their parliamentary roles.
6. The SPCB agreed to keep the number of mobile devices provided centrally at 5 as an informal budgetary cap with discretion for MSPs to discuss any additional requirements with BIT. The SPCB would monitor the budgetary impacts of any additional requests. The SPCB also agreed that the costs of additional items already purchased by Members outwith the central provision would not be met retrospectively but that where additional phones had been purchased those contracts could be transferred to take advantage of the Parliament's contract arrangements.

Chamber gallery

7. The SPCB discussed the layout of the chamber gallery area used for school visits and agreed that no further action was required.

Gaelic Language Plan – Paper 10

8. Under the Gaelic Language (Scotland) Act 2005, the SPCB is required to have a Gaelic Language Plan. The 3 main aims of the Plan are:
- to increase the use of Gaelic where appropriate;
 - to support Members and their staff in developing confidence in using Gaelic in their work; and
 - to integrate Gaelic into the parliament's thinking.
9. The SPCB discussed in particular what may be helpful to MSPs and their staff in terms of learning materials. The process is underway to produce the latest iteration of the Plan and the SPCB agreed the approach being taken on consultation by officials.

Officeholder governance

10. The SPCB discussed its role in the oversight of the governance arrangements of officeholders and agreed a way forward.

Date of next meeting

11. The next meeting of the SPCB was scheduled for 23 February 2023.

SPCB secretariat
February 2023