

PARLIAMENTARY BUREAU

MINUTES OF MEETING HELD ON 10 NOVEMBER 2020 AT 12 PM.

Attending: Ken Macintosh (Chair), Christine Grahame, Graeme Dey, Miles Briggs, Elaine Smith*, Patrick Harvie*, Willie Rennie*.

Apologies: Linda Fabiani, Lewis Macdonald

Officials present: David McGill, Catherine Fergusson, Neil Stewart, Mark Brough, Tracey White*, Lewis McNaughton*, Joanne McNaughton*, Jennifer Bell, Fergus Cochrane*, Steven Bell*, Callum Thomson*, Emma Cameron, Kirsty Hamilton*, Jason Lloyd*.

1. Item 1a: Minutes of last meeting – The minutes of 10 November 2020 were agreed.
2. Future business programme – The Bureau considered and agreed to recommend to the Parliament a revised programme of business for the week commencing 16 November 2020 and a programme of business for the weeks commencing 23 and 30 November 2020. The Bureau agreed to consider further revising business after the Ministerial Statement on COVID-19 to accommodate a debate on COVID-19 on 19 November.

The Bureau noted that Members' Business on Tuesday 24 November 2020 would be motion S5M-22736 from Rona Mackay on *National Adoption Week 2020* and on Wednesday 25 November 2020 would be motion S5M-22984 from Jamie Greene on *ICU at Inverclyde Royal Hospital*.
3. Timetabling of a Bill at Stage 2: The Bureau agreed to recommend to the Parliament a deadline of Friday 11 December 2020 for consideration of the Scottish Parliament (Assistance for Political Parties) Bill at Stage 2.
4. Parliamentary Calendar: Office of the Clerk: The Bureau agreed to recommend to the Parliament that the Office of the Clerk be closed on Tuesday 29, Wednesday 30 and Thursday 31 December 2020.
5. Referral of a Bill at Stage 1: The Bureau agreed to refer the Scottish General Election (Coronavirus) Bill to the Standards, Procedures and Public Appointments Committee for consideration at Stage 1.
6. Scrutiny and future business planning: The Bureau considered a paper outlining progress made on scrutiny and future business planning in relation to COVID-19. After discussion, the Bureau agreed to a package of enhanced scrutiny measures and agreed to trial those measures until Christmas recess. The Bureau noted that, under the enhanced scrutiny measures, the COVID-19 Committee would meet on a Thursday morning and that another committee would be required to meet on a Wednesday morning to facilitate this.
7. Publication scheme – It was agreed that all papers considered at the meeting should be published.

8. Date of next meeting – The next meeting of the Bureau would be at 12 pm on Thursday 24 November 2020.

Catherine Fergusson
Clerk to the Parliamentary Bureau
17 November 2020