

**MINUTE OF THE SCOTTISH PARLIAMENTARY CORPORATE BODY  
(SPCB) MEETING HELD ON WEDNESDAY 29 JUNE 2011 AT 10.30am IN  
Q1.03, QH**

**Present:** Tricia Marwick MSP (Chair) Liam McArthur MSP  
Mary Scanlon MSP David Stewart MSP  
Linda Fabiani MSP

**In attendance:** Paul Grice  
Stewart Gilfillan  
Lynda Towers  
Peter Mason, Security Adviser  
Chief Inspector Kevin Murray, L&B Police  
Colin Chisholm  
Jerry Headley  
Ian Robertson, Advisory Audit Board  
Kevin Sweeney, Advisory Audit board  
Murdoch McCamley, Audit Scotland  
Andy Munro  
Roy Devon  
Derek Croll  
Huw Williams  
Donald Jarvie  
Eric MacLeod  
Jane McEwan  
Alli Williams  
Judith Proudfoot, Secretary

**MINUTES OF PREVIOUS MEETING**

1. The SPCB agreed the minute of the meeting held on 14 June 2011.

**MATTERS ARISING**

2. The Chief Executive provided the SPCB with a brief update on feedback received in respect of the recent consultation on the use of multi-functional IT devices.

**SECURITY BRIEFING - oral**

3. The SPCB received a briefing from Peter Mason, Security Adviser, and Chief Inspector Kevin Murray, Lothian & Borders Police, on security issues relevant to the Scottish Parliament.

### **ADVISORY AUDIT BOARD – SPCB(2011)Paper 23**

4. The SPCB welcomed Ian Robertson and Kevin Sweeney, two of the independent members of the Advisory Audit Board (AAB). Following a useful discussion on the AAB, the SPCB agreed that Liam McArthur and Linda Fabiani would be the SPCB's representatives on the Board.

5. The SPCB also agreed that an initial meeting of the AAB should be organised for July to review and approve Audit Scotland's interim report and the internal audit plan.

### **CE REPORT**

6. The Chief Executive presented his report. He highlighted the high workloads across the organisation in supporting the resumption of business following the election, and in particular the work of the HR Office in providing advice and support to Members and their staff. He also provided an update on planning for the industrial action scheduled for 30 June.

7. The SPCB noted the report.

### **JUNGLE CITY EDINBURGH – SPCB(2011)Paper 24**

8. The SPCB agreed to support participation in the Jungle City Edinburgh project and approved the display of fibreglass sculptures in the public landscaped areas.

9. The SPCB also approved the display of a number of the 'Great Glenrothes Hippo Parade' fibreglass sculptures in the Main Hall and Garden Lobby in conjunction with the external display of Jungle City Edinburgh sculptures.

### **USE OF PARLIAMENTARY RESOURCES: ANNUAL REPORTS/ NEWSLETTERS – SPCB(2011)Paper 25**

10. The SPCB considered complaints received in respect of publications issued by 2 Members during the previous parliamentary session.

11. In respect of the first complaint, having carefully considered the publication and views received from the Member, the SPCB agreed that a breach of the guidance on the use of parliamentary resources and external communications had occurred. The SPCB instructed that the Member be asked to repay in full the costs of the publication.

12. In respect of the second complaint, the SPCB again considered the publication and views received from the Member. The SPCB noted that the Member had sought advice from the Allowances Office in advance of issuing the publication and had sought to comply with the advice received. The SPCB agreed that no breach of the guidance had occurred.

## **REIMBURSEMENT OF MEMBERS' EXPENSES SCHEME: EXCEPTIONAL EXPENSES APPLICATION – SPCB(2011)Paper 26**

13. The SPCB considered an application for exceptional expenses under paragraph 7.2 of the Reimbursement of Members' Expenses Scheme to establish a regional office.

14. The SPCB agreed that the circumstances did not constitute an exceptional expense and agreed, therefore, not to approve the application.

## **REIMBURSEMENT OF MEMBERS' EXPENSES SCHEME: APPLICATION FOR AN ADDITIONAL REGIONAL OFFICE – SPCB(2011)Paper 27**

15. The SPCB noted that the Scheme did not prohibit the establishment of 'mobile offices'. However, the SPCB had a number of concerns about the specific proposal put forward and agreed not to approve the application. The SPCB asked officials to discuss options further with the Members concerned.

## **ESTABLISHING REGIONAL OFFICES – SPCB(2011)Paper 28**

16. The SPCB confirmed that the calculation of office cost provision for each regional Member should remain as prescribed in the Scheme. The Scheme specifies an abatement of 50% of entitlement for any Member who decides not to enter into an arrangement for a regional office.

## **SCOTLAND'S FUTURES FORUM – SPCB(2011)Paper 29**

17. The SPCB welcomed the information provided on the Futures Forum and agreed the new members to be invited to join the Board. The SPCB members also agreed to provide officials with nominations for 2 MSPs to join the Board following the resignation of Ross Finnie and Linda Fabiani.

18. The SPCB noted the good work done to date by the Forum and encouraged it to work to improve its visibility amongst MSPs and strengthen its links with the work of the committees of the Parliament.

## **DATE OF NEXT MEETING**

19. The next SPCB meeting was scheduled to take place on 14 September 2011.

**SPCB Secretariat**  
June 2011