

**MINUTE OF THE SCOTTISH PARLIAMENTARY CORPORATE BODY  
(SPCB) MEETING HELD ON WEDNESDAY 14 SEPTEMBER 2011 AT  
10.30 AM 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  
Bill Thomson  
Derek Croll  
Huw Williams  
Alan Balharrie  
Eric MacLeod  
Jane McEwan  
Alli Williams  
Kate McGillivray  
Johanna Lennon  
Judith Proudfoot, Secretary

**MINUTES OF PREVIOUS MEETING**

1. The SPCB agreed the minute of the meeting held on 29 June 2011.

**MATTERS ARISING**

Scotland's Futures Forum

2. The SPCB agreed the nomination of Aileen McLeod MSP to become a Board Member of the Scotland's Futures Forum. Confirmation was awaited for a further nomination.

Proposed visit

3. The SPCB noted a proposal from the Assembly Commission of the National Assembly for Wales to meet with SPCB members. The secretariat was asked to liaise on arrangements.

Issues by correspondence

4. The SPCB noted that the following issues had been dealt with by correspondence since the previous meeting:
  - 4.1 Reimbursement of Members' Expenses Scheme – the SPCB agreed 3 applications for additional regional offices which qualified under the Scheme.

- 4.2 SPCB(2011)Paper 30 - the SPCB agreed the appointment of an Adviser to the Finance Committee.

## **CE REPORT**

5. The Chief Executive presented his report which included progress on key performance indicators for the first quarter of the year. Workloads had continued to be busy across the organisation over the recess period, particularly in the BIT and HR offices, with staff engaged in supporting new and returning Members following the election. Most committees had also been supported in holding business planning meetings. The World Press Photo exhibition and the Festival of Politics had again been very successful, attracting a high number of visitors to the Parliament.

6. The SPCB noted the report.

## **CE DELEGATION**

7. The SPCB endorsed the delegation to the Clerk/Chief Executive.

## **REIMBURSEMENT OF MEMBERS' EXPENSES SCHEME: REGIONAL OFFICES – SPCB(2011)Paper 31**

8. The SPCB had agreed at its meeting on 14 June 2011 that a desk based review of regional office arrangements should be carried out. The SPCB considered the above paper and agreed to consult further with colleagues. The paper would be discussed again at the next meeting of the SPCB scheduled for 28 September 2011.

## **SCOTTISH PARLIAMENT WEBSITE: UPDATE**

9. The SPCB received an oral update from the Head of Business Information Technology on the current status of the Parliament's new website and other IT matters.

## **DATE OF NEXT MEETING**

10. The next SPCB meeting was scheduled to take place on Wednesday 28 September 2011.

**SPCB Secretariat**  
September 2011

