

MINUTE OF THE SCOTTISH PARLIAMENTARY CORPORATE BODY (SPCB) MEETING HELD ON WEDNESDAY 23 APRIL 2014 AT 10.30AM, IN Q1.03 QH

Present: Tricia Marwick MSP (Chair) Linda Fabiani MSP
Liam McArthur MSP Liz Smith MSP
David Stewart MSP

In attendance: Paul Grice
Ken Hughes
Stewart Gilfillan
Michelle Hegarty
Jerry Headley
Jake Fenton
Janice Crerar
Jackie Giulianotti
Keith Low
Gordon Stewart
Roy Devon
Billy McLaren
Eric MacLeod
Huw Williams
Lori Gray
Judith Proudfoot, Secretary

MINUTES OF PREVIOUS MEETINGS

1. The SPCB agreed the minute of the previous meeting held on 26 March 2014.

MATTERS ARISING

Smoking Policy: e-cigarettes

2. After careful consideration, the SPCB agreed that e-cigarettes would be subject to the same restrictions as smoking in the Scottish Parliament. The SPCB's decision to treat e-cigarettes in this way was based on a precautionary approach and is in line with advice issued to all Scottish NHS health boards by the Scottish Directors of Public Health. The SPCB's smoke free policy would be amended to reflect this change and building users advised.

Referendum

3. The SPCB noted an update on planning to facilitate the anticipated media presence at Holyrood on the day of the Referendum.

Security pass

4. The SPCB declined a request for a Former Member pass.

CHIEF EXECUTIVE'S REPORT

5. The Chief Executive introduced his monthly Report, highlighting in particular the Parliament's performance in relation to its target for carbon emissions reduction.
6. The SPCB noted the Report.

OFFICEHOLDERS: CONVENER OF THE STANDARDS COMMISSION FOR SCOTLAND

7. Ian Gordon, the Convener of the Standards Commission for Scotland, attended the meeting and provided an overview of the work of the Commission.
8. The SPCB welcomed the opportunity to discuss a range of issues with the Convener.

OFFICEHOLDERS: SCOTTISH HUMAN RIGHTS COMMISSION – SPCB(2014)Paper 19

9. The SPCB noted the reappointment process for a member of the Commission and agreed the terms of the reappointment. Two SPCB members were nominated to sit on the reappointment panel.

REIMBURSEMENT OF MEMBERS' EXPENSES SCHEME: APPLICATION FOR A SECOND REGIONAL OFFICE – SPCB(2014)Paper 23

10. The SPCB agreed an application to establish a second regional office.

FACILITIES MANAGEMENT: MAIN HALL INFRASTRUCTURE IMPROVEMENTS – SPCB(2014)Paper 24

11. The SPCB agreed the award of a contract to enhance the accessibility arrangements and visitor facilities for members of the public visiting Holyrood.

VISITOR SERVICES - presentation

12. The SPCB welcomed a presentation on the work being taken forward by officials to encourage visitors in to the Parliament and to improve the 'visitor experience'.

SPCB administration – oral

13. The SPCB agreed to continue the current portfolio arrangements for the remainder of the session.

ANY OTHER BUSINESS

Member's correspondence

14. The SPCB considered correspondence from Drew Smith MSP about the International Workers' Memorial Day. The SPCB agreed that its flags would not be lowered on the day but asked officials to liaise with Mr Smith to see how Members might be supported in marking the day.

DATE OF NEXT MEETING

15. The next SPCB meeting was scheduled to take place on Wednesday 7 May 2014.

SPCB Secretariat

April 2014