PARLIAMENTARY BUREAU

AGENDA FOR MEETING ON TUESDAY 28 AUGUST 2012
11.00 am: Room Q1.03

1. Minutes
   (a) Draft minutes of 19 June 2012 (attached)
   (b) Matters agreed by correspondence 26 June 2012 (attached)
   (c) Matters arising

2. Future business programme (PB/S4/12/202)

3. Procedural motions
   (a) Committee membership and substitution on committees (PB/S4/12/203)

4. Legislation
   (a) Proposed Apologies (Scotland) Bill – referral of draft proposal (PB/S4/12/204)
   (b) Proposed Reform of Criminal Verdicts (Scotland) Bill – referral of draft proposal (PB/S4/12/205)
   (c) Proposed Lobbying Transparency (Scotland) Bill – referral of draft proposal (PB/S4/12/206)
   (d) Proposed British Sign Language (Scotland) Bill – referral of draft proposal (PB/S4/12/207)
   (e) Proposed Living Wage (Scotland) Bill – referral of draft proposal (PB/S4/12/208)
   (f) Water Resources (Scotland) Bill – designation of committee at Stage 1 (PB/S4/12/209)
   (g) Social Care (Self-directed Support)(Scotland) Bill – extension to deadline at Stage 1 (PB/S4/12/210)
   (h) Legislative Consent Motion (PB/S4/12/211)

5. Parliamentary calendar – recess dates 2013 (PB/S4/12/212)

6. Fire evacuation procedure (PB/S4/12/213)

7. Publication scheme – consideration of any exempt papers

Date of next meeting – Tuesday 4 September 2012
PARLIAMENTARY BUREAU

POSSIBLE MOTIONS FOR MEMBERS’ BUSINESS

1. Bureau Members will be aware that under Rule 5.6.1(c) the Bureau has a duty to ensure that there is a period of time available for Members’ Business following Decision Time.

2. Motions submitted for Members’ Business are shown below.

S4M-02677 # Fiona McLeod: The Third Psoriasis and Psoriatic Arthritis Conference
That the Parliament recognises the third international Psoriasis and Psoriatic Arthritis Conference, which is scheduled to take place in Stockholm from 27 June to 1 July 2012; understands that the conference, which is being organised by the International Federation of Psoriasis Associations (IFPA), will bring together leading dermatologists and rheumatologists from around the world; notes that this year’s event will look at areas including the psychosocial impact of the conditions on quality of life; commends the previous conferences, which, it understands, focused on issues such as clarifying the connection between psoriasis of the skin and psoriatic arthritis and on highlighting the condition as a complex and chronic inflammatory disease with a number of comorbidities, and notes that people in Strathkelvin and Bearsden and across Scotland with psoriasis and psoriatic arthritis will be represented by Janice Johnson, the hard-working founder of IFPA member Psoriasis Scotland Arthritis Link Volunteers (PSALV).

S4M-02703 *#* Ken Macintosh: Humankind Index—That the Parliament warmly welcomes the launch of Oxfam Scotland’s Humankind Index; notes that the Humankind Index is a new method of measuring Scotland’s collective prosperity, going beyond GDP; commends Oxfam Scotland for what it sees as its participatory approach and for ensuring that seldom-heard communities are given the opportunity to state what really matters to them in relation to their wellbeing; considers that the people of Scotland place great importance on values such as decent housing, good health and clean neighbourhoods, holding them above purely financial and economic values, and hopes that the Humankind Index will be a progressive tool and deliver a framework that helps spark debate and helps policymakers make more informed decisions serving the real prosperity of *East Renfrewshire and the rest of *Scotland and supporting Scottish communities, individuals and the environment to achieve a truly socially just and sustainable Scotland.

S4M-02923 # Murdo Fraser: John Muir Award—That the Parliament commends all the schools taking part in the John Muir Award, an educational initiative of the John Muir Trust; recognises that the John Muir Award is an environmental award scheme focused on wild places and encourages people of all ages and backgrounds to connect with, enjoy and care for these; acknowledges the importance of outdoor learning and activities for young people and thanks all the charities, groups and teachers in Mid-Scotland and Fife and across Scotland who dedicate their time so that young people can learn new skills while enjoying Scotland’s outdoors and appreciating its natural environment, and believes that there should be greater opportunities for young people to take part in environmental and outdoor award schemes and activities.

S4M-02952# Kezia Dugdale: The Living Wage and the Private Sector—That the Parliament welcomes the report, What Price a Living Wage? Understanding the impact of living wage on firm-level wage bills, produced by the IPPR and Resolution Foundation, which, it understands, analyses for the first time, the estimated wage bill that UK companies listed on the London Stock Exchange would face were they to adopt a living wage of £8.30 in London and £7.20 in Lothian and across the rest of the UK; considers that changes to the UK tax credit system mean that the real-terms value of the national minimum wage is now at 2004 levels; notes the substantial progress made across the public sector, but believes that, to
effectively deliver the living wage through procurement contracts and through the private sector, there are huge challenges ahead, particularly with regard to the retail distribution, manufacturing and hospitality sectors in which, it understands, progress has been slow; reaffirms its commitment to the campaign for a living wage, and would welcome the promotion of the merits of a living wage to the business community.

**S4M-02954# Linda Fabiani: East Kilbride Disability Sports Coach Wins National Award**—That the Parliament congratulates David Gillespie from East Kilbride on winning the *Daily Record* Our Heroes 2012 Sporting Hero award; commends his work with special needs badminton players and his contribution to the sport for over 30 years, including, it understands, having founded the Glasgow Disability Badminton Club where he continues to coach six nights a week; recognises Mr Gillespie’s numerous achievements, including as head coach of the Special Olympics Great Britain in 2010, helping the team of six win five gold, five silver and three bronze medals and, most recently, with his athletes at the 4 Nations Para-badminton Championships, where they won three gold and three silver medals, and expresses pride in the achievements of all of Scotland’s disability sport athletes and their coaches.

**S4M-02960# Linda Fabiani: Girl Power in East Kilbride**—That the Parliament congratulates Tilly Dunachie, Hannah Herd, Anna Hunter, Preethy Mathew, Ciara Oates and Chantele Walls, S3 pupils from St Andrew’s and St Bride’s School in East Kilbride, along with their teachers, their mentor from DTA Architects in East Kilbride and South Lanarkshire Council on winning the National Final of the Go4Set Celebration and Assessment day, organised by the Engineering Development Trust; commends all of the teams who took part for their innovative designs of “A biomass heat and power plant for your school”; notes both the need for engineers in Scotland and the particular shortage of young women who choose to enter the field, and recognises the work of the Engineering Development Trust with young Scots, educational establishments and industry to understand and address science, engineering and technological issues.

**S4M-03046# Claire Baker: Welcoming Fife Diet's New Food Manifesto 2012**—That the Parliament welcomes Fife Diet’s new food manifesto for Scotland, which it considers an important contribution to the debate on food sustainability; highlights the manifesto’s aims of connecting the way that Scotland grows, produces, distributes and consumes food with its climate change targets, connecting the environmental policy framework to its health and wellbeing initiatives and looking afresh at the values that underpin its food economy; considers that Scotland’s food and drink policy is not only about export growth, but also about nutrition and health indications in communities across Scotland, and values the work of Fife Diet in engaging with communities and raising the debate about how Scotland achieves collaborative gains between community, food and health, affordability and sustainability.

**S4M-03061# Christine Grahame: The Great Polish Map of Scotland**—That the Parliament recognises the historic significance of The Great Polish Map of Scotland in the village of Eddleston in the Scottish Borders, designed and built as a labour of love by a group of young Polish geographers from the Jagellonian University of Krakow in 1975 at the request of General Maczek, former Polish wartime Commander of the 1st Armoured Division, and the war veteran, Jan Tomasik; notes that this commemorates the vital role of Polish forces in the defence of Scotland in the Second World War and is a token of thanks to the people of Scotland for the hospitality and friendship given to the Polish people not only during the war years but also in the decades that followed; considers that this 50 x 40 metre, three-dimensional outdoor 1:10,000 scale model of Scotland, complete with mountains, landscape, flowing rivers, estuaries, coasts and seas located is a remarkable example of topographic landscape modelling of a complete country, with a design and layout involving pioneering survey and construction techniques with dynamic representation of major river basins using a gravity-driven water supply; further congratulates Mapa Scotland, a voluntary group established to protect and restore this unique three dimensional representation, reminding Scots of the historical heritage linking Poland with Scotland, and considers that this project deserves support.
S4M-03079# Linda Fabiani: East Kilbride Champions for Change—That the Parliament congratulates Duncanrig Secondary School in East Kilbride on becoming the first school in Scotland to achieve the Champions for Change accreditation award; commends the work of Nil by Mouth and partners on assisting with anti-sectarian work in schools by developing the accreditation standard; welcomes what it sees as the holistic approach taken by Duncanrig, with the involvement of pupils, parents and staff, to tackle sectarianism across the community; praises the S6 pupils who produced the school’s anti-sectarian charter, which has been endorsed by pupils and parents, and looks forward to the inter-schools football tournament between Duncanrig and the neighbouring St Andrew’s and St Bride’s High School, an event that has been organised by the pupils to celebrate their anti-sectarian achievements.

S4M-03081# Jackie Baillie: UNICEF Report Card 10, a Focus on Household Income—That the Parliament notes UNICEF’s publication on 28 May 2012 of Report Card 10: measuring child poverty, which shows the performance up to 2009 of economically advanced countries, including the UK, in tackling child poverty; notes that, alongside measures of relative poverty based on household income, the report sets out a child deprivation index; understands that, in the early years of the global economic crisis, the UK did better collectively than many other rich countries in reducing child poverty and protecting children from deprivation in Dumbarton and across Scotland, and believes that, at this time of exceptional financial pressure on families, there is a need for a clear focus on the poorest children to ensure that they are not placed at a disadvantage as a result of cuts in public spending.

S4M-03168 *#* Annabel Goldie: River City—That the Parliament notes that BBC Scotland’s flagship drama, River City, will celebrate its 10th anniversary in September 2012; further notes that the programme, which is filmed in Dumbarton, attracts an average of 500,000 viewers a week and is regarded as an iconic contributor to Scottish drama and entertainment; praises the calibre and commitment of the actors and commends the scriptwriters for entertaining and topical storylines; considers that the programme has an important dimension as a social medium in tackling challenging social and current issues, and congratulates all those involved in the production of River City on creating a Scottish soap that has captured the hearts of so many Scottish viewers who tune in weekly to follow the eventful chronicle of life in Shieldinch.

S4M-3284 # George Adam: Renfrewshire Witch Hunt 1697, Shining the Light for Community-based Events—That the Parliament congratulates the Paisley Development Trust and everyone involved with the event, Renfrewshire Witch Hunt 1697; notes that the event took place across Paisley town centre on 9 June 2012 and included storytelling and numerous re-enactments; praises all of the volunteers who gave up time to make what it considers to have been a great and successful day; thanks especially the 250 people who donned historical garments to make the re-enactments as authentic as possible and the estimated 1,000 people from Paisley and Renfrewshire who came out in force to support the day; considers that community-led events such as the Renfrewshire Witch Hunt 1697 are a great way to engage communities, bring people to towns, spark interest in local history and culture and, more generally, provide locally based and produced entertainment and enjoyment for towns as a whole, and believes that more events like this in cities, towns and villages across Scotland would be of great benefit to local communities and would highlight the talent and imagination of so many throughout the land.

S4M-03317# Clare Adamson: Scottish Steelworkers’ Memorial Fund—That the Parliament recognises the work of steelworkers in Scotland; considers that, over two centuries, they have revolutionised the Scottish economy and contributed to its long and proud international reputation for high-quality iron and steelmaking; notes that the Dalziel Ironworks in Motherwell opened in 1872 and understands that the industry prospered over many years until the closure of the Ravenscraig facility in 1992; believes that this closure had a devastating impact on the population at a time that witnessed wide-scale de-industrialisation and a huge number of job losses; believes that steelmaking remains a flagship industry in Scotland, through the continued contribution of Dalzell, Tata Steel (Motherwell) and
Clydebridge (Cambuslang); commends and recognises the Scottish steelworkers’ memorial fund, which aims to fund the construction and installation of a steelworkers’ memorial as part of the Ravenscraig regeneration project; understands that the memorial will represent and commemorate the contribution of all steelworkers in Scotland, and believes that it would serve as a lasting tribute to the brave workers in that industry who faced significant danger or lost their lives in the workplace.

S4M-03413# Roderick Campbell: The Vivarium Trust and Co-housing for Older People—That the Parliament welcomes the efforts by the Vivarium Trust to publicise the benefits of co-housing in North East Fife and across the country; supports efforts to establish a trial project in order to highlight what it considers to be the benefits associated with co-housing for older people, including security and mutual support among peers, autonomy, people retaining control over their own circumstances, companionship instead of isolation, a sense of belonging, community and commitment and affordability through shared costs, and understands that, since its inception in Denmark, these positive attributes have been widely associated with co-housing.

S4M-03421# Linda Fabiani: October is Breast Cancer Awareness Month—That the Parliament recognises the important role of the Scottish Government’s Detect Cancer Early initiative; notes that the first cancer type to be targeted by this will be breast cancer; understands that 460 women in the NHS Lanarkshire area were diagnosed with the condition in 2010 and that the earlier cancer is detected, the better the chances of successful treatment; welcomes the role that Breast Cancer Awareness Month in October plays in promoting early detection and the work of all cancer charities in raising awareness, and acknowledges the work of Breakthrough Breast Cancer and its memorable breast awareness message, Touch Look Check, which promotes knowledge of the signs and symptoms of breast cancer and the importance of regular checking.

S4M-03469# Elaine Murray: Congratulations to Nith Inshore Rescue—That the Parliament congratulates Nith Inshore Rescue (NIR) on receiving the Queen’s Award for Voluntary Service, presented by the Lord-Lieutenant for Dumfries, Jean Tulloch, on 22 June 2012; notes that NIR is an independent lifeboat based at Glencaple and that the crew of unpaid volunteers is on call 24 hours a day, seven days a week, every day of the year and has saved or rescued over 100 people since NIR was formed 32 years ago; applauds the support that it receives from the community, and wishes NIR many more years of saving lives and preventing water-based accidents.

S4M-03561# Jamie McGrigor: The Pathway to the Isles—That the Parliament welcomes the results of a study by Scottish Natural Heritage into a new “pathway to the isles” from Tyndrum to Oban; congratulates the instigators for what it considers their inspirational idea, which the report suggests could bring in tourism income of around £1 million per annum to the villages along the way, with a possible extra 32,000 visitors; notes, in light of what is seen as an upsurge in interest in pilgrim routes across Europe, that the route was previously a pilgrim’s path to Iona and might now pass through the villages of Dalmally, Lochawe, Taynuilt and Connel before reaching Oban, known as the gateway to the isles, and would link in with the West Highland Way and the Oban to Fort William cycle route; believes that this route would pass through some of Scotland’s most stunning mountain and loch scenery, including Ben Cruachan and Loch Awe; further believes that local residents and businesses would give a very warm welcome to extra visitors to the area attracted by the path, and hopes that the proposals will be taken forward and will boost tourism and raise the profile of one of the most scenic parts of Scotland.

S4M-03569# Sarah Boyack: Fair Access to the Legal Profession—That the Parliament considers that the Diploma in Professional Legal Practice is an essential requirement for students embarking on a career in the legal field; is concerned that there is an access issue for students on low incomes due to the lack of loans to cover maintenance costs; understands that this restricts all applicants studying for the diploma, irrespective of financial vulnerability and need; understands that the Postgraduate Tuition Fee Loan, to be introduced for 2012-13, covers the cost of tuition for up to a maximum of only £3,400, despite course fees being
considerably higher; considers the Professional and Career Development Loan to be an unsuitable alternative source of funding for many low-income students due to interest levels and restrictive repayment conditions, and believes that these measures limit the career path for many students in Lothian and across the rest of the country and do not widen access to the legal profession.

S4M-03620# Bob Doris: Saving Lives in Glasgow and Beyond—That the Parliament acknowledges calls from the British Heart Foundation (BHF) Scotland and the Scottish Ambulance Service to save more lives in Scotland by increasing the availability of defibrillators and the provision of emergency life support training in schools; notes that in some parts of Scotland the survival rate for out-of-hospital cardiac arrests can be as low as 1 in 100; is aware that for every minute that passes after a cardiac arrest without defibrillation, the chances of survival decrease by about 10% and that publicly sited defibrillators with simple instructions have already meant the difference between life and death for many people, including at least one person in Glasgow in the last year; believes that defibrillators should be easily accessible in as many public places as possible; applauds the efforts of those public bodies and commercial organisations that have taken a lead on this and, in particular, Glasgow Life and Strathclyde Passenger Transport; would welcome widespread uptake of the BHF-subsidised defibrillator and free training initiative; congratulates all those who participated in the BHF Scotland Saving Lives in Glasgow appeal, which raised over £100,000 to fund these life-saving machines, and looks forward to many more lives being saved.

S4M-03683# Graeme Dey: Keep Scotland Beautiful—That the Parliament congratulates the Keep Scotland Beautiful 2012 National Spring Clean campaign; notes that 120,000 people in Scotland registered to participate in the event, which was supported by charities, businesses and organisations across the country; understands that a further 100,000 were estimated to have participated without registering; believes that this makes this the biggest mass mobilisation for civic purposes in Scotland since the Second World War; considers that the removal of around 1,100 tonnes of litter from Shetland to the Borders should act as an encouragement to everyone concerned to champion the cause of keeping Scotland beautiful, and wishes Keep Scotland Beautiful every encouragement in preparing and implementing its plan to involve up to one million people in the 2013 clean-up, which, it understands, would remove 10,000 to 20,000 tonnes of litter from the streets and country roads of Scotland.

S4M-03713# Christine Grahame: Centrica Profits an Obscenity—That the Parliament notes that British Gas Residential, which is owned by Centrica and includes Scottish Gas customers, has made £1.9 million profit per day in the most recent reporting period, fuelled in part by what the Parliament considers are inflammatory price hikes to consumers whose bills now average £1,260 per annum, £200 higher than two years ago and considers this to be obscene profiteering at a time when all household budgets are under stress, particularly those of vulnerable people, older people and young families in Midlothian South, Tweeddale and Lauderdale and the rest of the country.

S4M-03715# Christine Grahame: Bill and Ted @ Black Diamond—That the Parliament congratulates 89-year-old Bill Prentice and 87-year-old Ted Comerford, believed to be the oldest broadcasters in Scotland with their weekly show on Sunday from 5-6pm on Black Diamond, Midlothian’s community radio, broadcasting from Newtongrange on 107.8FM; notes that their show, devised by them, has been running as long as Black Diamond, five years, and can be heard from Arbroath to Edinburgh and across the Borders, and commends them for demonstrating that just because you are octogenarians does not mean that you spend your days in carpet slippers, sipping tea.

S4M-03740# Rhoda Grant: Recognising John McEwen, an Advocate of Land Reform—That the Parliament recognises the 20th anniversary of the death of John McEwen who, it understands, was a lifelong forester, socialist and advocate of radical land reform; considers that the people of the Highlands and Islands and across Scotland owe him a debt of gratitude for what it considers was his painstaking work in cataloguing land ownership in his book, *Who Owns Scotland?*; believes that this work exposed inequity in land ownership patterns and
helped foster debate about land reform; acknowledges the early work of the Parliament in passing what it considers to have been important legislation that encouraged changes in land ownership patterns and removed feudal rights; notes with pleasure the use of this legislation by many communities and what it considers are the many benefits that community ownership brings; considers these to be welcome and important developments but believes that the fundamental inequity of land ownership has changed little since John McEwen’s work was published, and believes that, in order to permit a wider and greater stake for the people in the ownership of land and in pursuit of the changes and economic and social advances that were advocated by John McEwen and, it believes, are still needed, it would be a fitting tribute to his memory if the debate about the future of the country embraced more widely what it considers to be the need for further land reform measures.

S4M-03812# John Mason: Gambling Proliferation—That the Parliament notes the recent comments made by the former Leader of the House of Commons, Harriet Harman MP, when she said that the previous UK administration had made a mistake by allowing an increase in the number of betting shops on the UK’s High Streets; further notes the study by Professor Jim Orford of the University of Birmingham, which suggests that, on average, richer areas have around five betting shops for every 100,000 people, whereas less well-off areas have up to twelve; believes that many forms of gambling are effectively a tax on the poor; understands that money spent on buying lottery tickets in poorer areas is considerably higher than that being invested back into these communities, and would welcome a review of the legislation on gambling in order to protect vulnerable people in Glasgow Shettleston and the rest of Scotland.

Record of Members’ Business taken by the Parliament from 8 June 2011

<table>
<thead>
<tr>
<th>Date</th>
<th>MSP</th>
<th>Party</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/6/2011</td>
<td>Marco Biagi</td>
<td>SNP</td>
<td>Green Investment in Edinburgh</td>
</tr>
<tr>
<td>9/6/2011</td>
<td>Elaine Murray</td>
<td>LAB</td>
<td>Ban on Use of Wild Animals in Circuses</td>
</tr>
<tr>
<td>15/6/2011</td>
<td>Bob Doris</td>
<td>SNP</td>
<td>Fighting Sectarianism and Anti-Irish Racism</td>
</tr>
<tr>
<td>16/6/2011</td>
<td>Mark MacDonald</td>
<td>SNP</td>
<td>North Sea Taxation</td>
</tr>
<tr>
<td>22/6/2011</td>
<td>Elaine Smith</td>
<td>LAB</td>
<td>There is a Better Way</td>
</tr>
<tr>
<td>23/6/2011</td>
<td>Stuart McMillan</td>
<td>SNP</td>
<td>David MacBrayne Group Supports Coastguards</td>
</tr>
<tr>
<td>29/6/11</td>
<td>Margaret Mitchell</td>
<td>CON</td>
<td>Police Complaints Commissioner for Scotland</td>
</tr>
<tr>
<td>30/6/11</td>
<td>Willie Coffey</td>
<td>SNP</td>
<td>The Scheme</td>
</tr>
<tr>
<td>7/9/11</td>
<td>David Stewart</td>
<td>LAB</td>
<td>Young Drivers</td>
</tr>
<tr>
<td>8/9/11</td>
<td>Aileen McLeod</td>
<td>SNP</td>
<td>Flavour Fortnight 2011</td>
</tr>
<tr>
<td>14/9/11</td>
<td>Rob Gibson</td>
<td>SNP</td>
<td>Remembering the Russian Arctic Convoys</td>
</tr>
<tr>
<td>15/9/11</td>
<td>Hugh Henry</td>
<td>LAB</td>
<td>Upper Clyde Shipbuilders</td>
</tr>
<tr>
<td>21/9/11</td>
<td>Bill Kidd</td>
<td>SNP</td>
<td>UN International Day of Peace, 21 September 2011</td>
</tr>
<tr>
<td>22/9/11</td>
<td>Jamie Hepburn</td>
<td>SNP</td>
<td>Save the Children Report, Making Work Pay – The Childcare Trap</td>
</tr>
<tr>
<td>28/9/11</td>
<td>James Dornan</td>
<td>SNP</td>
<td>Battling Scotland’s Drinking Culture</td>
</tr>
<tr>
<td>29/9/11</td>
<td>Paul Martin</td>
<td>LAB</td>
<td>Stop the Closure of Lightburn Hospital</td>
</tr>
<tr>
<td>5/10/11</td>
<td>Rob Gibson</td>
<td>SNP</td>
<td>Germany Exits Nuclear Energy</td>
</tr>
<tr>
<td>6/10/11</td>
<td>Christine Graham</td>
<td>SNP</td>
<td>Jeremy Hunt Doesn’t Get the Picture so Neither Does the Borders</td>
</tr>
<tr>
<td>26/10/11</td>
<td>Jenny Marra</td>
<td>LAB</td>
<td>Fuel Poverty in Scotland</td>
</tr>
<tr>
<td>2/11/11</td>
<td>Sandra White</td>
<td>SNP</td>
<td>Mordechai Vanunu, Israel’s Nuclear Whistleblower</td>
</tr>
<tr>
<td>3/11/11</td>
<td>James Kelly</td>
<td>LAB</td>
<td>Nail the Rogues Campaign</td>
</tr>
<tr>
<td>Date</td>
<td>MSP</td>
<td>Party</td>
<td>Subject</td>
</tr>
<tr>
<td>------------</td>
<td>----------------------</td>
<td>-------</td>
<td>-------------------------------------------------------------------------</td>
</tr>
<tr>
<td>9/11/11</td>
<td>Margaret Mitchell</td>
<td>CON</td>
<td>Prescription Medicine Waste</td>
</tr>
<tr>
<td>10/11/11</td>
<td>Liam McArthur</td>
<td>LD</td>
<td>Damaging Impact of Air Discount Scheme Changes</td>
</tr>
<tr>
<td>16/11/11</td>
<td>Dave Thompson</td>
<td>SNP</td>
<td>The People’s Bible</td>
</tr>
<tr>
<td>17/11/11</td>
<td>Siobhan McMahon</td>
<td>LAB</td>
<td>British Heart Foundation’s Heart Start Event</td>
</tr>
<tr>
<td>23/11/11</td>
<td>Jim Eadie</td>
<td>SNP</td>
<td>Act of Settlement</td>
</tr>
<tr>
<td>24/11/11</td>
<td>John Scott</td>
<td>CON</td>
<td>Provision of Orthopaedic Trauma Services at Ayr Hospital</td>
</tr>
<tr>
<td>24/11/11</td>
<td>Christina McKelvie</td>
<td>SNP</td>
<td>Nuclear Test Veterans</td>
</tr>
<tr>
<td>30/11/11</td>
<td>Kevin Stewart</td>
<td>SNP</td>
<td>St Andrew’s Day</td>
</tr>
<tr>
<td>1/12/11</td>
<td>Neil Findlay</td>
<td>LAB</td>
<td>Community Benefit and the Cumulative Impact of Windfarm Developments in Communities</td>
</tr>
<tr>
<td>7/12/11</td>
<td>Sandra White</td>
<td>SNP</td>
<td>Truth About Youth Project</td>
</tr>
<tr>
<td>8/12/11</td>
<td>Rhoda Grant</td>
<td>LAB</td>
<td>MS, Better Care</td>
</tr>
<tr>
<td>14/12/11</td>
<td>Stuart McMillian</td>
<td>SNP</td>
<td>Commending Petrol and Diesel Watch</td>
</tr>
<tr>
<td>15/12/11</td>
<td>Sandra White</td>
<td>SNP</td>
<td>University of Glasgow Ranked First in the UK</td>
</tr>
<tr>
<td>21/12/11</td>
<td>Siobhan McMahon</td>
<td>LAB</td>
<td>Disability History Month</td>
</tr>
<tr>
<td>22/12/11</td>
<td>Jim Eadie</td>
<td>SNP</td>
<td>10 Years on from Harkin-Engel, Child Trafficking in the Chocolate Industry</td>
</tr>
<tr>
<td>11/01/12</td>
<td>Annabel Goldie</td>
<td>CON</td>
<td>Volunteer Centre East Dunbartonshire</td>
</tr>
<tr>
<td>12/01/12</td>
<td>Margaret Burgess</td>
<td>SNP</td>
<td>High-interest Payday Loans</td>
</tr>
<tr>
<td>18/01/12</td>
<td>Elaine Murray</td>
<td>LAB</td>
<td>Independence Referendum, Let Wallace Vote</td>
</tr>
<tr>
<td>19/01/12</td>
<td>Joan McAlpine</td>
<td>SNP</td>
<td>Save Introducing in Scotland</td>
</tr>
<tr>
<td>25/01/12</td>
<td>Stewart Maxwell</td>
<td>SNP</td>
<td>Holocaust Memorial Day 2012</td>
</tr>
<tr>
<td>26/01/12</td>
<td>Patricia Ferguson</td>
<td>LAB</td>
<td>Save Glasgow’s Local Train Services</td>
</tr>
<tr>
<td>01/02/12</td>
<td>Colin Keir</td>
<td>SNP</td>
<td>Drum Brae Library and Community Hub Project</td>
</tr>
<tr>
<td>02/02/12</td>
<td>Linda Fabiani</td>
<td>SNP</td>
<td>Assistance Dogs are Working Dogs Too</td>
</tr>
<tr>
<td>08/02/12</td>
<td>Jamie McGrigor</td>
<td>CON</td>
<td>Designation of Special Areas of Conservation</td>
</tr>
<tr>
<td>09/02/12</td>
<td>Helen Eadie</td>
<td>LAB</td>
<td>Celebrating the Value of Co-operatives Internationally</td>
</tr>
<tr>
<td>22/02/12</td>
<td>Dennis Robertson</td>
<td>SNP</td>
<td>Eating Disorders, Raising the Awareness</td>
</tr>
<tr>
<td>23/02/12</td>
<td>George Adam</td>
<td>SNP</td>
<td>Take a Step in 2012 for Fairtrade</td>
</tr>
<tr>
<td>29/02/12</td>
<td>Iain Gray</td>
<td>LAB</td>
<td>Protecting Access to Justice across Scotland</td>
</tr>
<tr>
<td>01/03/12</td>
<td>Sandra White</td>
<td>SNP</td>
<td>BBC Scotland Job Cuts</td>
</tr>
<tr>
<td>07/03/12</td>
<td>Humza Yousaf</td>
<td>SNP</td>
<td>Save Gadburn School</td>
</tr>
<tr>
<td>08/03/12</td>
<td>John Park</td>
<td>LAB</td>
<td>The Living Wage, Tackling In-work Poverty</td>
</tr>
<tr>
<td>14/03/12</td>
<td>Sandra White</td>
<td>SNP</td>
<td>Commonwealth Week 2012</td>
</tr>
<tr>
<td>15/03/12</td>
<td>Mark McDonald</td>
<td>SNP</td>
<td>Changing the January Pay Date</td>
</tr>
<tr>
<td>21/03/12</td>
<td>John Lamont</td>
<td>CON</td>
<td>Local Rail Services to Berwickshire and East Lothian</td>
</tr>
<tr>
<td>22/03/12</td>
<td>Sarah Boyack</td>
<td>LAB</td>
<td>Green Investment Bank</td>
</tr>
<tr>
<td>28/03/12</td>
<td>Jim Eadie</td>
<td>SNP</td>
<td>Violence in Syria</td>
</tr>
<tr>
<td>29/03/12</td>
<td>Jim Hume</td>
<td>LD</td>
<td>The Road Forward for Community Transport</td>
</tr>
<tr>
<td>18/04/12</td>
<td>David Stewart</td>
<td>LAB</td>
<td>Devolution of the Crown Estate</td>
</tr>
<tr>
<td>19/04/12</td>
<td>Christine Grahame</td>
<td>SNP</td>
<td>Community Radio Coming from a</td>
</tr>
<tr>
<td>Date</td>
<td>MSP</td>
<td>Party</td>
<td>Subject</td>
</tr>
<tr>
<td>----------</td>
<td>-----------------</td>
<td>-------</td>
<td>-------------------------------------------------------------------------</td>
</tr>
<tr>
<td>25/04/12</td>
<td>Kenneth Gibson</td>
<td>SNP</td>
<td>Allotments Regeneration Initiative in North Ayrshire</td>
</tr>
<tr>
<td>26/04/12</td>
<td>Richard Baker</td>
<td>LAB</td>
<td>UCAN’s Campaign for Robot-assisted Surgery</td>
</tr>
<tr>
<td>02/05/12</td>
<td>George Adam</td>
<td>SNP</td>
<td>National MS Week</td>
</tr>
<tr>
<td>09/05/12</td>
<td>Elaine Smith</td>
<td>LAB</td>
<td>Beyond the Frame</td>
</tr>
<tr>
<td>10/05/12</td>
<td>Dave Thompson</td>
<td>SNP</td>
<td>Centenary of the Dewar Report</td>
</tr>
<tr>
<td>16/05/12</td>
<td>Alex Fergusson</td>
<td>CON</td>
<td>A Road to Health</td>
</tr>
<tr>
<td>17/05/12</td>
<td>Paul Wheelhouse</td>
<td>SNP</td>
<td>Addressing Alcohol Abuse among Scotland’s Armed Forces</td>
</tr>
<tr>
<td>17/05/12</td>
<td>Christine Grahame</td>
<td>SNP</td>
<td>Commemorating James Graham, Marquis of Montrose and Member of the First Scots Parliament</td>
</tr>
<tr>
<td>23/05/12</td>
<td>Jenny Marra</td>
<td>LAB</td>
<td>Deaf Awareness Week</td>
</tr>
<tr>
<td>24/05/12</td>
<td>Kenneth Gibson</td>
<td>SNP</td>
<td>Glasgow Epilepsy Genetics Service</td>
</tr>
<tr>
<td>30/05/12</td>
<td>Aileen McLeod</td>
<td>SNP</td>
<td>Rio+20</td>
</tr>
<tr>
<td>31/05/12</td>
<td>Elaine Murray</td>
<td>LAB</td>
<td>Improvements to the A75</td>
</tr>
<tr>
<td>06/06/12</td>
<td>Colin Keir</td>
<td>SNP</td>
<td>Royal Highland Education Trust</td>
</tr>
<tr>
<td>07/06/12</td>
<td>John Mason</td>
<td>SNP</td>
<td>The Death Penalty in India</td>
</tr>
<tr>
<td>13/06/12</td>
<td>Liz Smith</td>
<td>CON</td>
<td>Scotland’s Mountain Rescue Teams</td>
</tr>
<tr>
<td>14/06/12</td>
<td>John Park</td>
<td>LAB</td>
<td>Celebrating Fife’s Outdoor Education Centre</td>
</tr>
<tr>
<td>20/06/12</td>
<td>Rob Gibson</td>
<td>SNP</td>
<td>Remember Cunningham Graham</td>
</tr>
<tr>
<td>21/06/12</td>
<td>Jamie Hepburn</td>
<td>SNP</td>
<td>Time for an International Arms Trade Treaty</td>
</tr>
<tr>
<td>27/06/12</td>
<td>Patricia Ferguson</td>
<td>LAB</td>
<td>Scottish Government Cuts Threaten Creativity</td>
</tr>
<tr>
<td>28/06/12</td>
<td>Christina McKelvie</td>
<td>SNP</td>
<td>Success of Armed Services Advice Project</td>
</tr>
</tbody>
</table>

Record of Members’ Business taken by the Parliament in Session 4

<table>
<thead>
<tr>
<th>Party</th>
<th>SNP</th>
<th>LAB</th>
<th>CON</th>
<th>LD</th>
<th>GRN</th>
<th>IND</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frequency (no.)</td>
<td>46</td>
<td>24</td>
<td>8</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>80</td>
</tr>
<tr>
<td>Frequency %</td>
<td>57.50</td>
<td>30.00</td>
<td>10.00</td>
<td>2.50</td>
<td>0</td>
<td>0</td>
<td>100</td>
</tr>
<tr>
<td>DAY</td>
<td>MORNING</td>
<td>AFTERNOON</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------</td>
<td>------------------</td>
<td>---------------------------------------------------------------------------</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Monday 03</td>
<td>Constituency</td>
<td>Constituency</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| Tuesday 04  | 0900-1300 Committees | 1400 Time for Reflection  
Followed by Parliamentary Bureau Motion (if required)  
1405-1420 Topical Questions  
1420-1450 First Minister Statement: Scottish Governments Programme  
1450-1700 Scottish Government Debate: Scottish Governments Programme  
1700 Decision Time  
Followed by Parliamentary Bureau Motion (if required)  
Followed by Members Business S4M-03284 George Adam: Renfrewshire Witch Hunt 1697, Shining the Light for Community-based Events |
| Wednesday 05| 0900-1300 Committees | 1400 Parliamentary Bureau Motion (if required)  
1400-1440 Portfolio Question Time: Education & Lifelong Learning  
1440-1700 Continuation of Scottish Government Debate: Scottish Governments Programme  
1700 Decision Time  
Followed by Members Business S4M-02703 Kenneth Macintosh: Humankind Index |
| Thursday 06 | 0900-1100 Committees | 1430 Parliamentary Bureau Motion (if required)  
1430-1700 Stage One Debate: Local Government Finance (Unoccupied Properties etc.) (Scotland) Bill  
1140-1200 General Questions  
1200-1230 First Minister Questions  
1230-1315 Members Business Debate - S4M-03168 Annabel Goldie: River City  
Followed by Financial Resolution: Local Government Finance (Unoccupied Properties etc.) (Scotland) Bill  
Followed by Parliamentary Bureau Motion (if required)  
1700 Decision Time |
<p>| Friday 07   | Constituency     | Constituency                                                              |</p>
<table>
<thead>
<tr>
<th>DAY</th>
<th>MORNING</th>
<th>AFTERNOON</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday 10</td>
<td>Constituency</td>
<td>Constituency</td>
</tr>
<tr>
<td>Tuesday 11</td>
<td><strong>0900-1300</strong> Committees</td>
<td><strong>1400</strong> Time for Reflection</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Followed by Parliamentary Bureau Motion (if required)</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>1405-1420</strong> Topical Questions</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>1420-1700</strong> Scottish Government Business</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Followed by Parliamentary Bureau Motion (if required)</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>1700</strong> Decision Time</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Followed by Members Business</td>
</tr>
<tr>
<td>Wednesday 12</td>
<td><strong>0900-1300</strong> Committees</td>
<td><strong>1400</strong> Parliamentary Bureau Motion (if required)</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>1400-1440</strong> Portfolio Question Time: Finance, Employment and Sustainable Growth</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>1440-1700</strong> Scottish Government Business</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>1700</strong> Decision Time</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Followed by Members Business</td>
</tr>
<tr>
<td>Thursday 13</td>
<td><strong>0900-1100</strong> Committees</td>
<td><strong>1430</strong> Parliamentary Bureau Motion (if required)</td>
</tr>
<tr>
<td></td>
<td><strong>1140-1200</strong> General Questions</td>
<td><strong>1430-1700</strong> Scottish Government Business</td>
</tr>
<tr>
<td></td>
<td><strong>1200-1230</strong> First Minister Questions</td>
<td>Followed by Parliamentary Bureau Motion (if required)</td>
</tr>
<tr>
<td></td>
<td><strong>1230-1315</strong> Members Business Debate</td>
<td><strong>1700</strong> Decision Time</td>
</tr>
<tr>
<td>Friday 14</td>
<td>Constituency</td>
<td>Constituency</td>
</tr>
</tbody>
</table>
## BUREAU - BUSINESS FOR WEEK COMMENCING 17 SEPTEMBER 2012

<table>
<thead>
<tr>
<th>DAY</th>
<th>MORNING</th>
<th>AFTERNOON</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Monday 17</strong></td>
<td><strong>Constituency</strong></td>
<td><strong>Constituency</strong></td>
</tr>
<tr>
<td><strong>Tuesday 18</strong></td>
<td><strong>0900-1300 Committees</strong></td>
<td><strong>1400 Time for Reflection</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Followed by Parliamentary Bureau Motion (if required)</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>1405-1420 Topical Questions</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>1420-1700 Scottish Government Business</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Followed by Parliamentary Bureau Motion (if required)</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>1700 Decision Time</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Followed by Members Business</td>
</tr>
<tr>
<td><strong>Wednesday 19</strong></td>
<td><strong>0900-1300 Committees</strong></td>
<td><strong>1400 Parliamentary Bureau Motion (if required)</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>1400-1440 Portfolio Question Time: Justice and the Law Officers; Rural Affairs and the Environment</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>1440-1700 Scottish Government Business</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>1700 Decision Time</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Followed by Members Business</td>
</tr>
<tr>
<td><strong>Thursday 20</strong></td>
<td><strong>0900-1100 Committees</strong></td>
<td><strong>1430 Parliamentary Bureau Motion (if required)</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>1430-1700 Scottish Government Business</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Followed by Parliamentary Bureau Motion (if required)</td>
</tr>
<tr>
<td></td>
<td><strong>1140-1200 General Questions</strong></td>
<td><strong>1700 Decision Time</strong></td>
</tr>
<tr>
<td></td>
<td><strong>1200-1230 First Minister Questions</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>1230-1315 Members Business Debate</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Friday 21</strong></td>
<td><strong>Constituency</strong></td>
<td><strong>Constituency</strong></td>
</tr>
</tbody>
</table>
BUSINESS MOTION

Date of Lodging: 28 August 2012
Short Title: Business Motion
Bruce Crawford on behalf of the Parliamentary Bureau: That the Parliament agrees the following programme of business—

Tuesday 4 September 2012
2.00 pm Time for Reflection
followed by Parliamentary Bureau Motions
followed by Topical Questions (if selected)
followed by First Minister’s Statement: Scottish Government’s Programme
followed by Scottish Government Debate: Scottish Government’s Programme
followed by Business Motions
followed by Parliamentary Bureau Motions
5.00 pm Decision Time
followed by Members’ Business

Wednesday 5 September 2012
2.00 pm Parliamentary Bureau Motions
2.00 pm Portfolio Questions: Education and Lifelong Learning
followed by Scottish Government Debate: Scottish Government’s Programme
followed by Business Motions
followed by Parliamentary Bureau Motions
5.00 pm Decision Time
followed by Members’ Business

Thursday 6 September 2012
11.40 am Parliamentary Bureau Motions
11.40 am General Questions
12.00 pm First Minister’s Questions
12.30 pm Members’ Business
2.30 pm Parliamentary Bureau Motions
2.30 pm Stage 1 Debate: Local Government Finance (Unoccupied Properties etc.) (Scotland) Bill
followed by  Financial Resolution: Local Government Finance (Unoccupied Properties etc.) (Scotland) Bill
followed by  Parliamentary Bureau Motions
5.00 pm  Decision Time
Tuesday 11 September 2012
2.00 pm  Time for Reflection
followed by  Parliamentary Bureau Motions
followed by  Topical Questions (if selected)
followed by  Scottish Government Business
followed by  Business Motions
followed by  Parliamentary Bureau Motions
5.00 pm  Decision Time
followed by  Members’ Business
Wednesday 12 September 2012
2.00 pm  Parliamentary Bureau Motions
2.00 pm  Portfolio Questions: Finance, Employment and Sustainable Growth
followed by  Scottish Government Business
followed by  Business Motions
followed by  Parliamentary Bureau Motions
5.00 pm  Decision Time
followed by  Members’ Business
Thursday 13 September 2012
11.40 am  Parliamentary Bureau Motions
11.40 am  General Questions
12.00 pm  First Minister’s Questions
12.30 pm  Members’ Business
2.30 pm  Parliamentary Bureau Motions
2.30 pm  Scottish Government Business
followed by  Parliamentary Bureau Motions
5.00 pm  Decision Time
Tuesday 18 September 2012
2.00 pm  Time for Reflection
followed by  Parliamentary Bureau Motions
followed by  Topical Questions (if selected)
followed by  Scottish Government Business
followed by  Business Motions
followed by  Parliamentary Bureau Motions
5.00 pm  Decision Time
followed by  Members' Business

Wednesday 19 September 2012
2.00 pm  Parliamentary Bureau Motions
2.00 pm  Portfolio Questions: Justice and the Law Officers; Rural Affairs and the Environment
followed by  Scottish Government Business
followed by  Business Motions
followed by  Parliamentary Bureau Motions
5.00 pm  Decision Time
followed by  Members' Business

Thursday 20 September 2012
11.40 am  Parliamentary Bureau Motions
11.40 am  General Questions
12.00 pm  First Minister's Questions
12.30 pm  Members’ Business
2.30 pm  Parliamentary Bureau Motions
2.30 pm  Scottish Government Business
followed by  Parliamentary Bureau Motions
5.00 pm  Decision Time
BUSINESS MOTION

Date of Lodging: 28 August 2012
Short Title: Business Motion
Bruce Crawford on behalf of the Parliamentary Bureau: That the Parliament agrees that the deadline for consideration of the Social Care (Self-directed Support) (Scotland) Bill at Stage 1 be extended to 21 September 2012.
PARLIAMENTARY BUREAU

COMMITTEE MEMBERSHIP AND SUBSTITUTION ON A COMMITTEE

Committee membership

1. Rule 6.3.1 of *Standing Orders* states—

   Membership of each committee shall be decided by the Parliament on a motion of the Parliamentary Bureau.

2. The Scottish National Party has requested changes to committee membership. It is intended that resignations from committees take effect from 6 September 2012; motions to be considered by the Parliament would be lodged that week.

3. The Bureau is invited to agree the following motion—

   **Bruce Crawford on behalf of the Parliamentary Bureau: Committee membership:** That the Parliament agrees that—

   George Adam be appointed to replace Sandra White as a member of the Health and Sport Committee;

   Sandra White be appointed to replace George Adam as a member of the Public Audit Committee.

Substitution on a Committee

4. The Scottish National Party has also requested two changes to substitutes on Committees. It is intended that these changes take effect from 6 September 2012.

5. The Bureau is invited to agree the following motion—

   **Bruce Crawford on behalf of the Parliamentary Bureau: Substitution on a Committee:** That the Parliament agrees that—

   Colin Beattie be appointed to replace George Adam as the Scottish National Party substitute on the Education and Culture Committee;

   Bob Doris to replace Sandra White as the Scottish National Party substitute on the Infrastructure and Capital Investment Committee.

Parliamentary Business Team
August 2012
PARLIAMENTARY BUREAU

REFERRAL OF DRAFT PROPOSAL FOR THE APOLOGIES (SCOTLAND) BILL

Introduction

1. The draft proposal for the Apologies (Scotland) Bill was lodged on 29 June 2012 by Margaret Mitchell MSP.

2. The proposal is for a Bill to provide that an expression of apology does not amount to an admission of liability and is inadmissible as evidence, for the purposes of certain legal proceedings.

3. The draft proposal is accompanied by a consultation document.

4. In terms of Standing Orders (Rule 9.14.5), the Parliamentary Bureau is required to refer the draft proposal to a committee within whose remit the subject matters falls. This referral is for information only – there is no expectation that the committee will scrutinise or report on the draft proposal at this stage.

Referral to proposed Committee

5. The proposal falls within the remit of the following committee:

<table>
<thead>
<tr>
<th>Committee</th>
<th>Remit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Justice Committee</td>
<td>The administration of criminal and civil justice, community safety and other matters falling within the responsibility of the Cabinet Secretary for Justice.</td>
</tr>
</tbody>
</table>

6. The proposal will apply to apologies made by individuals and by organisations – including major public-sector bodies such as the NHS, local authorities and the police – which fall within the remits of various subject committees. For example, it is likely to affect the approach of the NHS when considering whether to issue apologies in cases of operations that go wrong – something the Health and Sport Committee may be interested in. However, as the proposal is of general application, and not limited to any particular category of body, there is no single subject committee (other than Justice) that has the Bill as a whole within its remit.

Recommendation

7. The Bureau is invited to refer the draft proposal on the Apologies (Scotland) Bill to the Justice Committee at this stage.

Non-Government Bills Unit
June 2012
PARLIAMENTARY BUREAU

REFERRAL OF DRAFT PROPOSAL FOR THE REFORM OF CRIMINAL VERDICTS (SCOTLAND) BILL

Introduction

1. The draft proposal for the Reform of Criminal Verdicts (Scotland) Bill was lodged on 28 June 2012 by Michael McMahon MSP.

2. The proposal is for a Bill to replace the current system of three verdicts in criminal trials with two, and to increase the majority required for conviction.

3. The draft proposal is accompanied by a consultation document.

4. In terms of Standing Orders (Rule 9.14.5) the Parliamentary Bureau is required to refer the draft proposal to a committee within whose remit the subject matters falls. This referral is for information only – there is no expectation that the Committee will scrutinise or report on the draft proposal at this stage.

Referral to proposed Committee

5. The proposal falls within the remit of the following committee:

| Justice Committee | The remit of the Committee is to consider and report on:
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>a) the administration of criminal and civil justice, community safety and other matters falling within the responsibility of the Cabinet Secretary for Justice; and</td>
</tr>
<tr>
<td></td>
<td>b) the functions of the Lord Advocate other than as head of the systems of criminal prosecution and investigation of deaths in Scotland.</td>
</tr>
</tbody>
</table>

6. Currently under Scots law, a criminal trial may end in one of three verdicts: one of conviction ('guilty') and two of acquittal ('not proven' and 'not guilty'). The Bill would create a two-verdict system in Scots criminal procedure with one guilty verdict and one acquittal verdict in place of the current three-verdict system. It is also proposed that the majority required to convict be increased.

Recommendation

7. The Bureau is invited to refer the draft proposal on the Reform of Criminal Verdicts (Scotland) Bill to the Justice Committee at this stage.

Non-Government Bills Unit
June 2012
PARLIAMENTARY BUREAU

REFERRAL OF DRAFT PROPOSAL FOR THE LOBBYING TRANSPARENCY (SCOTLAND) BILL

Introduction

1. The draft proposal for the Lobbying Transparency (Scotland) Bill was lodged on 6 July 2012 by Neil Findlay MSP.

2. The proposal is for a Bill to require certain individuals and organisations who lobby MSPs, Scottish Ministers or relevant public officials, either on their own account or on behalf of third parties, to record relevant information about their lobbying activity in a published register.

3. The draft proposal is accompanied by a consultation document.

4. In terms of Standing Orders (Rule 9.14.5) the Parliamentary Bureau is required to refer the draft proposal to a committee within whose remit the subject matters falls. This referral is for information only – there is no expectation that the committee will scrutinise or report on the draft proposal at this stage.

Referral to proposed Committee

5. The proposal does not fall entirely within the remit of any committee. However, the best fit is with the remit of the Standards, Procedures and Public Appointments Committee whose remit refers to the Code of Conduct (which includes rules about how MSPs respond to lobbying). The proposal goes beyond the SPPA Committee remit to the extent that it is about regulating the activities of lobbyists themselves rather than regulating how MSPs respond to being lobbied, and would apply to the lobbying of some non-MSPs (e.g. Scottish Government officials). As part of the proposal, as currently drafted, falls outside the remit of the SPPA Committee, it may be necessary, if and when a Bill is introduced, to reconsider the question of referral (either by referring to a different committee, or by extending the remit of the SPPA Committee).

<table>
<thead>
<tr>
<th>Committee</th>
<th>Remit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standards, Procedures and Public Appointments Committee</td>
<td>1. The remit of the Standards, Procedures and Public Appointments Committee is to consider and report on—</td>
</tr>
<tr>
<td></td>
<td>(a) the practice and procedures of the Parliament in relation to its business;</td>
</tr>
<tr>
<td></td>
<td>(b) whether a member’s conduct is in accordance with these Rules and any</td>
</tr>
<tr>
<td>Code of Conduct for members, matters relating to members interests, and any other matters relating to the conduct of members in carrying out their Parliamentary duties;</td>
<td>(c) the adoption, amendment and application of any Code of Conduct for members; and (d) matters relating to public appointments in Scotland.</td>
</tr>
</tbody>
</table>

**Recommendation**

6. The Bureau is invited to consider referring the draft proposal on the Lobbying Transparency (Scotland) Bill to the Standards, Procedures and Public Appointments Committee at this stage.

**Non-Government Bills Unit**  
**August 2012**
PARLIAMENTARY BUREAU

REFERRAL OF DRAFT PROPOSAL FOR THE BRITISH SIGN LANGUAGE (SCOTLAND) BILL

1. The draft proposal for the British Sign Language (Scotland) Bill was lodged on 27 July 2012 by Mark Griffin MSP.

2. The proposal is for a Bill to promote the use of British Sign Language (BSL) by requiring the Scottish Ministers and relevant public authorities to prepare and publish BSL plans.

3. The proposal is accompanied by a consultation document.

4. In terms of Standing Orders (Rule 9.14.5) the Parliamentary Bureau is required to refer the draft proposal to a committee within whose remit the subject matters falls. This referral is for information only – there is no expectation that the committee will scrutinise or report on the draft proposal at this stage.

5. The proposal falls within the remit of the following committee(s):

<table>
<thead>
<tr>
<th>Committee</th>
<th>Remit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Education and Culture Committee</td>
<td>The remit of the Education and Culture Committee is to consider and report on further and higher education, lifelong learning, schools, pre-school care, skills and other matters falling within the responsibility of the Cabinet Secretary for Education and Lifelong Learning and matters relating to culture and the arts falling within the responsibility of the Cabinet Secretary for Culture and External Affairs.</td>
</tr>
<tr>
<td>Equal Opportunities Committee</td>
<td>The remit of the Equal Opportunities Committee is to consider and report on matters relating to equal opportunities and upon the observance of equal opportunities within the Parliament. In these Rules, “equal opportunities” includes the prevention, elimination or regulation of discrimination between persons on grounds of sex or marital status, on racial grounds or on grounds of disability, age, sexual</td>
</tr>
</tbody>
</table>
orientation, language or social origin or of other personal attributes, including beliefs or opinions such as religious beliefs or political opinions.”

*(Standing Orders of the Scottish Parliament, Rule 6.9)*

| Health and Sport Committee | To consider and report on health policy, the NHS in Scotland, anti poverty measures, equalities, sport and other matters falling within the responsibility of the Cabinet Secretary for Health, Wellbeing and Cities Strategy apart from those covered by the remit of the Economy, Energy and Tourism Committee. |

6. Deafness is generally regarded as a disability and measures to address the needs of deaf people are therefore relevant to the Equal Opportunities Committee. However, organisations for the deaf regard BSL as a distinct language, and its promotion as being primarily an issue of cultural protection and diversity, akin to the promotion of Gaelic or Scots, so the proposal is also of relevance to the Education and Culture Committee. The proposal is based in many respects on the model of the Gaelic Language (Scotland) Act 2005, which also includes a strategy for promoting, and facilitating the promotion of, the use and understanding of a language.

7. While responsibility for Gaelic and Scots fall within the responsibility of the Cabinet Secretary for Education and Lifelong Learning, his portfolio does not refer to languages more generally, so the connection between BSL and the remit of the Education and Culture Committee is therefore only under the general heading of ‘culture’. Specific responsibility for BSL appears to fall under the portfolio of the Cabinet Secretary for Health, Wellbeing and Cities Strategy (for example, the Minister for Health responded to the recent parliamentary debate on Deaf Awareness Week which referenced the proposed Bill and written questions on the subject of BSL lodged in this Session have been answered by the Minister for Public Health, under the portfolio of the Cabinet Secretary for Health, Wellbeing and Cities Strategy). Hence the proposal would fall within the remit of the Health and Sport Committee and, on balance, therefore, it is recommended that the proposal is referred to the latter Committee at this stage.

8. Whatever decision is taken on this occasion need not pre-determine which committee would be chosen as lead committee for Stage 1 consideration of any Bill that may, in due course, be introduced.

**Recommendation**
9. The Bureau is invited to refer the draft proposal on the British Sign Language (Scotland) Bill to the Health and Sport Committee at this stage.

Non-Government Bills Unit
August 2012
PARLIAMENTARY BUREAU

REFERRAL OF DRAFT PROPOSAL FOR THE LIVING WAGE (SCOTLAND) BILL

1. The draft proposal for the Living Wage (Scotland) Bill was lodged on 17 August 2012 by John Park MSP.

2. The proposal is for a Bill to (a) require private sector employees working on public sector contracts to be paid the Living Wage; and/or (b) require the Scottish Ministers to prepare and report to the Parliament on a strategic plan to promote the Living Wage.

3. The draft proposal is accompanied by a consultation document.

4. In terms of Standing Orders (Rule 9.14.5) the Parliamentary Bureau is required to refer the draft proposal to a committee within whose remit the subject matters falls.

5. This referral is for information only – there is no expectation that the committee will scrutinise or report on the draft proposal at this stage.

6. The proposal falls within the remit of the following committee(s):

<table>
<thead>
<tr>
<th>Committee</th>
<th>Remit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Government and Regeneration</td>
<td>The remit of the Committee is to consider and report on a) the financing and delivery of local government and local services, and b) planning, and c) matters relating to regeneration falling within the responsibility of the Cabinet Secretary for Infrastructure and Capital Investment.</td>
</tr>
<tr>
<td>Infrastructure and Capital Investment</td>
<td>To consider and report on infrastructure, capital investment, transport, housing, and other matters falling within the responsibility of the Cabinet Secretary for Infrastructure and Capital Investment apart from those covered by the remit of the Local Government and Regeneration Committee.</td>
</tr>
</tbody>
</table>

7. The portfolio of the Cabinet Secretary for Finance, Employment and Sustainable Growth (John Swinney) includes “the economy, ... employment, public service reform, ... business and industry ... corporate social responsibility” – many of which relate in general terms to the principal
purpose of the proposal (i.e. requiring private sector bodies delivering public sector contracts to pay the living wage to relevant staff).

8. However, it is the portfolio of the Cabinet Secretary for Infrastructure and Capital Investment (Alex Neil) which includes “procurement” and the Cabinet Secretary has recently been in correspondence with the European Commission on the question of whether provision of the sort proposed (in the first part of the Member’s proposal) would comply with EU law.

9. In committee terms, the portfolio of the Cabinet Secretary for Infrastructure and Capital Investment is covered by the remits of both the above committees, but it appears that only the responsibilities for regeneration fall to the Local Government and Regeneration Committee, while the remainder of the portfolio (including procurement) falls within the remit of the Infrastructure and Capital Investment Committee. This Committee anticipates, accordingly, being the lead committee on an anticipated Scottish Government procurement bill.

10. Therefore, despite it being the Local Government and Regeneration Committee which previously carried out an inquiry on the living wage, it would appear that the more appropriate referral is to the Infrastructure and Capital Investment Committee. (That inquiry was principally concerned with questions about local authorities paying the living wage, and considered procurement in that context; whereas this proposal relates to all public sector bodies which undertake public procurement exercises.)

11. If and when a Bill results from the Member’s proposal, it may be appropriate to refer it to both committees, one as lead committee and one as a secondary committee. At this stage, however, referral must be to a single committee.

Recommendation

12. The Bureau is invited to consider referring the draft proposal for a Living Wage (Scotland) Bill to the Infrastructure and Capital Investment Committee.

Non-Government Bills Unit
August 2012
PARLIAMENTARY BUREAU

WATER RESOURCES (SCOTLAND) BILL: DESIGNATION OF COMMITTEE AT STAGE 1

Introduction

1. The Water Resources (Scotland) Bill was introduced on 27 June. The Bill falls within the remit of the following committees for the following reasons:

   Infrastructure and Capital Investment  
   The Bill contains a number of provisions about Scottish Water’s powers and functions. Scottish Water is within the responsibility of the Cabinet Secretary for Infrastructure and Capital Investment (who is the member in charge of the Bill) and by virtue of this falls within the remit of this committee.

   Rural Affairs, Climate Change and Environment  
   Responsibility for matters to do with water does not lie solely with the Cabinet Secretary for Infrastructure and Capital Investment. Environmental matters and also drinking water quality (both of which are touched on by the Bill) are within the Scottish Government’s Rural Portfolio. The Bill therefore also falls within the remit of this committee.

   Economy, Energy and Tourism  
   The Bill confers on Scottish Water a specific function of promoting the use of its assets for the generation of renewable energy and the new duty on Ministers to ensure the development of the value of Scotland’s water resources may also involve renewable energy projects. This committee’s remit includes specific reference to renewables and it is therefore considered that it also has a legitimate interest in the Bill.

2. Scottish Water is involved to some extent in almost all of the provisions in the Bill (including some of those which engage the other two remits mentioned). In view of this, it is considered that the Infrastructure and Capital Investment Committee has the main, overarching interest in the Bill.

3. That Committee has already issued a call for evidence on the Bill, in anticipation of it being designated as lead committee. If this does not happen, however, the evidence received would simply be transferred to whichever committee has been so designated.

Recommendation

4. The Bureau is invited to recommend to the Parliament, by motion, that the Infrastructure and Capital Investment Committee be designated as lead committee for the Bill under Rule 9.6.1.
5. We are not aware of any current intention on the part of the other two committees mentioned to consider the Bill, so there does not appear to be any need to formally designate either or both of them as a secondary committee. Lack of formal designation does not, of course, prevent them from considering the Bill if they subsequently decide to do so.

6. A draft motion is attached below.

Parliamentary Business Team
August 2012

Annex: Draft Parliamentary Bureau motion on the Water Resources (Scotland) Bill

Designation of Lead Committee—That the Parliament agrees that the Infrastructure and Capital Investment Committee be designated as the lead committee in consideration of the Water Resources (Scotland) Bill at Stage 1.
PARLIAMENTARY BUREAU

SOCIAL CARE (SELF-DIRECTED SUPPORT) (SCOTLAND) BILL – STAGE 1 TIMETABLE

1. At its meeting on 13 March 2012, the Bureau agreed to recommend to the Parliament a deadline of 14 September 2012 for consideration by the Health and Sport Committee of the Social Care (Self-directed Support)(Scotland) Bill at Stage 1.

2. The Bureau is now invited to recommend to the Parliament a deadline of 21 September 2012 for consideration of the Social Care (Self-directed Support) (Scotland) Bill at this Stage.

Parliamentary Business Team
August 2012
PARLIAMENTARY BUREAU

LEGISLATIVE CONSENT MEMORANDUM ON THE ENTERPRISE AND REGULATORY REFORM BILL 2012

1. The attached Legislative Consent Memorandum on the Enterprise and Regulatory Reform Bill 2012 was lodged on 26 June 2012. As part of the procedure for considering such memoranda, it is for the Bureau to formally refer it to the appropriate lead committee.

2. It is recommended that the memorandum is referred to the Finance Committee for consideration.

Parliamentary Business Team
August 2012
LEGISLATIVE CONSENT MEMORANDUM

ENTERPRISE AND REGULATORY REFORM BILL 2012

Draft Legislative Consent Motion

1. The draft motion, which will be lodged by the Cabinet Secretary for Finance, Employment and Sustainable Growth, is:

“That the Parliament agrees that the relevant provisions of the Enterprise and Regulatory Reform Bill, introduced in the House of Commons on 23 May 2012, relating to the “green purpose” of the UK Green Investment Bank, so far as these matters fall within the legislative competence of the Scottish Parliament, should be considered by the UK Parliament.”

Background

2. This Legislative Consent Memorandum (LCM) has been lodged by the Cabinet Secretary for Finance, Employment and Sustainable Growth under Rule 9.B.3.1(a) of the Parliament’s Standing Orders. The Enterprise and Regulatory Reform Bill (“the Bill”) was introduced in the House of Commons on 23 May 2012. The latest version of the Bill can be found at:

http://services.parliament.uk/bills/2012-13/enterpriseandregulatoryreform.html

Content of the Enterprise and Regulatory Reform Bill

3. The Bill will make provision on various issues including: the UK Green Investment Bank (GIB); employment law; establishment of the Competition and Markets Authority and abolition of the Competition Commission and the Office of Fair Trading; amendment of the Competition Act 1998 and the Enterprise Act 2002; the reduction of legislative burdens; copyright and rights in performances; to make provision about payments to company directors; and for connected purposes.

Provisions which relate to Scotland

4. Part 1 of the Bill makes provisions about the GIB. The provisions in that Part allow HM Treasury to give the GIB financial assistance as long as it is more than half owned by the Crown and as long as two further conditions are met. These conditions are that the Secretary of State (for Business, Innovation and Skills) has provided the GIB with an operational independence undertaking and that the constitution of the GIB allows it to engage only in activities that contribute to the achievement of one or more of the green purposes in the UK.

5. The green purposes are: the reduction of greenhouse gas emissions; the advancement of efficiency in the use of natural resources; the protection or enhancement of the natural environment; the protection or enhancement of biodiversity and the promotion of environmental sustainability.
6. The main purpose of the GIB will be to provide financial solutions to accelerate private sector investment in the green economy. Capitalised with £3billion (which includes £103million of the Fossil Fuel Levy funds as agreed by Scottish Ministers and the UK Government), the GIB will play a vital role in addressing market failures affecting green infrastructure projects in order to stimulate a step up in private investment.

7. In March 2012 the UK Government announced that the headquarters of the GIB will be sited in Edinburgh. This was following a strong bid by the city which included commerce, academia and civic society, as well as wider support from these sectors across Scotland. There was also cross party support in Parliament for the Edinburgh bid, acknowledging the potential benefits both for the city and for Scotland’s low carbon sectors from the creation of the GIB.

8. The Bill will enable the UK Government to enshrine the GIB’s green purposes throughout the UK.

**Reasons for seeking a legislative consent motion**

9. The encouragement of energy efficiency is devolved. Climate change policy is also, in general, devolved to the Scottish Government and its commitment to securing the transition to a low carbon economy is one of the six strategic priorities laid out in the refreshed Scottish Government Economic Strategy (September 2011). The Bill provisions concerning the GIB’s green purpose do not relate to any reserved matter and therefore require an LCM.

10. It is vitally important that the GIB channels investment into low carbon projects to move the sector onto a strong commercial footing. It is therefore important that the green purposes of the GIB are consistent across the UK. This LCM will allow this consistency and ensure that green investments are made UK wide.

11. The legislative consent process is the Scottish Government’s preferred route to take forward this policy. A separate Scottish Bill for the relevant provisions would not be a resource efficient method for delivering the Bill’s provisions and would prove difficult to deliver in a timely manner in order to allow the establishment of the GIB as scheduled.

**Consultation**

12. The UK Government announced its intent to create a GIB in June 2010 as part of the 2010 budget statement. There followed detailed consideration and consultation regarding the cost, benefits, rationale and value of the proposed bank including an inquiry in to the proposals by the House of Commons Environmental Committee. There was also a detailed selection process to establish where the GIB should be headquartered which involved 32 locations. Reports were published on the economics of the bank
and the policy and financial context. Westminster’s Environmental Audit Committee also held an inquiry.

**Financial implications**

13. There would be no negative financial implications for Scotland stemming from approval of this LCM. Indeed, following an excellent bid campaign, the GIB headquarters will be located in Edinburgh with resultant benefits to Edinburgh’s economy and for Scotland’s thriving low carbon sector.

**Conclusion**

14. It is in the interests of the Scottish people and an ambition of the Scottish Government for Scotland to move to a low carbon economy while maintaining the security and diversity of electricity supplies. The proposals of the Bill will help achieve this and should be supported.

**Scottish Government**

June 2012
PARLIAMENTARY BUREAU

PARLIAMENTARY CALENDAR

Introduction
1. This paper outlines possible recess dates, public/privilege holidays and days when the Office of the Clerk will be open in 2013. The following observes sitting patterns set in previous years.

Proposed recess dates

- **February recess**: 9 to 17 February 2013 (inclusive). The majority of school mid-term breaks (some local authority areas have no break scheduled) are planned to take place during the week beginning 11 February.

- **Easter recess**: 30 March to 14 April 2013 (inclusive). Easter falls on Friday 29 March/Monday 1 April and most school holidays are taking place between 1 and 12 April.

- **Summer recess**: 29 June to 1 September 2013 (inclusive). The majority of school terms end on 28 June.

- **October recess**: 12 to 27 October 2013 (inclusive). Autumn school holidays (some local authority areas have not yet published proposed autumn terms dates) generally take place within these two weeks.

- **Christmas recess**: 21 December 2013 to 5 January 2014 (inclusive). This recess mirrors most school holidays and encompasses public and privilege holidays. Christmas Day and New Year’s Day fall on a Wednesday in 2013.

Public/privilege holidays

- Good Friday: 29 March 2013
- Easter Monday: 1 April 2013
- Early May Holiday: 6 May 2013
- Friday Preceding Spring Holiday: 24 May 2013
- Spring Bank Holiday: 27 May 2013
- St. Andrew’s Day: 29 November 2013
- Christmas Eve (afternoon): 24 December 2013
- Christmas Day: 25 December 2013
- Boxing Day: 26 December 2013
- New Year’s Day: 1 January 2014
- Day After New Year’s Day: 2 January 2014

Days when the Office of the Clerk will be open

2. Between 6 January 2013 and 31 January 2014, the Office of the Clerk will be open on all days except: Saturdays and Sundays, 29 March and 1 April 2013, 6
May 2013, 24 May and 27 May 2013, St Andrew’s Day (29 November 2013), 24 December (pm), 25 and 26 December 2013, 1 and 2 January 2014.

Sitting days
3. A Bureau motion usually sets out the sitting days for the coming year so that diaries can be planned.

Recommendation
4. It is suggested that the Bureau lodges a motion setting sitting days and office of the clerk days beyond 6 January 2013 for consideration by the Parliament.

Parliamentary Business Team
August 2012
PARLIAMENTARY BUREAU

FIRE EVACUATION FROM THE DEBATING CHAMBER

Introduction

1. The Parliamentary Bureau is asked to consider options for a planned fire evacuation of the Debating Chamber using the ‘inscape’ strategy agreed by the Scottish Parliamentary Corporate Body (SPCB).

Background

2. The Fire Safety Policy adopted for the Parliamentary campus is authorised by the SPCB. In 2011, a review of the Parliament’s Fire Safety Management System resulted in the SPCB revising the existing fire evacuation strategy.

3. The revised strategy moved from an approach founded on escape from the building to an external place of safety, to one where occupants simply move to a safe and secure internal area of the building, sometimes termed an ‘inscape’ strategy.

Fire training and safety measures

4. The Fire (Scotland) Act 2005 (as amended) and subordinate legislation places a statutory duty on the SPCB to ensure that all staff are given information, training and instruction on fire safety measures to be taken or observed on the premises, including the action to be taken in case of fire. Information should be given where changes have been made to the emergency action plan or other fire safety measures.

5. Additionally, the Parliament’s Fire Safety Manual (as agreed with the SPCB) states—

   6.11 Fire drills/exercises are held periodically with details of lessons learned and actions to be taken recorded and disseminated as appropriate throughout the campus.

6. The ‘inscape’ strategy has not yet been practised as part of a fire drill.

Inscape strategy

7. For fire and evacuation purposes the building is currently divided into nine zones. Occupants of a zone in which a fire is detected are instructed to leave by an ‘evacuation’ voice message. Occupants in this zone previously exited the building and gathered at the allocated external assembly point e.g. the assembly point in Horse Wynd for anyone in the Debating Chamber. Occupants of all other zones received an ‘alert’ message pending further direction as the detail and impact of the incident emerge.
8. Under the ‘inscape’ strategy, Members and staff in the Debating Chamber would evacuate to the Garden Lobby.

<table>
<thead>
<tr>
<th>Area of fire alarm</th>
<th>Previous movement</th>
<th>Current movement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Debating Chamber</td>
<td>Debating Chamber, Main Hall, Crèche, Committee Rooms and Media Tower evacuate to external assembly points.</td>
<td>The Public Gallery evacuates to the Main Hall. Members and staff evacuate to the Garden Lobby.</td>
</tr>
<tr>
<td></td>
<td>Remainder of the building receives an ‘alert’ message and occupants remain where they are.</td>
<td>Main Hall, Committee Rooms, Crèche and Media Tower receive an ‘alert’ message and occupants remain where they are.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Remainder of the building remains undisturbed.</td>
</tr>
</tbody>
</table>

9. Access and Control Officers in the Chamber are responsible for ensuring that the area is cleared, reporting back to the Security Control Room.

**Timing**

10. In order to achieve an optimum outcome (e.g. lessons learned by staff, familiarisation with the revised procedure for both staff and Members) from a planned fire evacuation of the Debating Chamber, the SPCB and Chief Executive consider that the most suitable time to carry out a drill is when the Chamber is busy.

11. Members of the Bureau may recall that planned evacuations have been carried out previously as part of the Parliament’s Fire Safety Policy. Since moving into the Holyrood campus, there has been one planned evacuation involving the Debating Chamber. This took place in May 2009 following First Minister’s Questions which allowed it to be undertaken at a time when the Chamber was full, but with no impact on subsequent business. This, of course, will not now be possible as under the new sitting pattern, First Minister’s Questions are followed immediately by a Members’ Business debate.

**Options**
12. Members may wish to consider the following options for a planned evacuation of the Debating Chamber under the new meeting pattern and using the new inscape strategy.

1. *After Decision Time @ 5pm on Tuesday or Wednesday*
   (a) The fire alarm would sound immediately after Decision Time had concluded and Access and Control Officers would ensure the Chamber and Public Gallery were cleared. Members would ‘inscape’ to the Garden Lobby and those wishing to contribute to Members’ Business would return to the Chamber once the all-clear is signalled.

   The Public Gallery would be cleared in this circumstance. Cognisance would need to be taken of the fact that Members’ Business is sometimes attended by guests and groups invited by Members and this may result in some disruption to travel arrangements and to any other meeting arrangements after Members’ Business had concluded (such as cross-party group meetings waiting to start). Every effort would be taken to re-start business as quickly as possible.

   The Garden Lobby is on occasion booked by Members and others for events and receptions. Cognisance would have to be taken of any event planned and arrangements assessed for any impact of the timing of the event and capacity in the Garden Lobby.

   (b) It would be open to the Bureau to propose that no Members’ Business debate be held on a Tuesday or Wednesday in order to avoid the potential complications referred to above.

2. *After Decision Time @ 5pm on Thursday*
   The fire alarm would sound immediately after Decision Time had concluded and Access and Control Officers would ensure the Chamber and Public Gallery were cleared. Members would ‘inscape’ to the Garden Lobby and, on the announcement of an ‘all clear’ would be able to revert to their diary commitments.

   There is generally no business being scheduled after Decision Time on a Thursday although cognisance would need to be taken of Members’ other diary commitments.

3. *After First Minister’s Questions @12.30pm on Thursday*
   (a) The fire alarm would sound immediately after First Minister’s Questions had concluded and Access and Control Officers would ensure the Chamber and Public Gallery were cleared. Members would ‘inscape’ to the Garden Lobby and, as with option 1(a), then return to the Chamber for Members’ Business.
The Public Gallery would be cleared in this circumstance. Cognisance would need to be taken of the fact that Members’ Business is sometimes attended by guests and groups invited by Members and this may result in some disruption to their travel arrangements and any meeting arrangements after Members’ Business had concluded.

Cognisance would also have to be taken of the numbers of people using the Garden Lobby at this time of the day.

(b) It would be open to the Bureau to propose that no Members’ Business debate be held on a Thursday lunchtime in order to avoid the potential complications referred to above.

4. Request to all Members to be present in Chamber for a planned evacuation at another time during plenary proceedings

Members would gather in the Debating Chamber and await the planned fire evacuation announcement. Access and Control Officers would ensure the Chamber and Public Gallery were cleared. Members would ‘inscape’ to the Garden Lobby and then return to the Chamber for the remainder of business.

Cognisance would need to be taken of the business under consideration that day and whether there would be a negative impact in shortening the amount of time available for consideration and debate of the item. It would also be important to secure the involvement of as many Members as possible in order to get the maximum benefit from the exercise.

Practicing the evacuation

13. It is proposed that, in advance of any planned evacuation involving MSPs, parliamentary staff only take part in a test of the procedure. This would provide feedback which may prove useful if the full planned evacuation and enable Access and Control Officers to gauge the time that would be taken in evacuating the Chamber and Public Gallery and then returning Members to the Chamber. It would also allow officials to ensure that the resumption of business is as speedy as possible if the evacuation is undertaken at a time when further business is planned.

Conclusion

14. The Bureau is asked to discuss the implications of and options for a planned evacuation of the Debating Chamber, instituting the new ‘inscape’ strategy, with a view to agreeing—

- that a planned evacuation should be carried out;
- the best time in the parliamentary week for that to happen;
• that a preliminary test of the new inscape procedure be carried out by parliamentary staff; and

• that the item be continued to a future meeting to allow for further consideration of the options.

Parliamentary Business Team
August 2012