



The Scottish Parliament  
Pàrlamaid na h-Alba

Restricted – policy

PB/S5/20/MINS/14

## Minute of Parliamentary Bureau meeting 21 April 2020 at 12 Noon

### Present:

- Ken Macintosh (chair)
- Linda Fabiani
- Christine Grahame\*
- Lewis Macdonald
- Graeme Dey\*
- Liz Smith
- Patrick Harvie
- Willie Rennie

### Apologies:

- Elaine Smith

### Observing:

- George Adam
- Rhoda Grant

### Officials present:

- David McGill
- Tracey White
- Irene Fleming
- Catherine Fergusson
- Lewis McNaughton\*
- Susan Duffy
- Joanne McNaughton\*
- Steven Bell
- Fergus Cochrane\*
- Jason Lloyd

\* indicates attendance by videoconference

## Previous minutes

1. The minutes of 16 April 2020 were agreed.

## Future business programme

2. The Bureau agreed to recommend to the Parliament a revised programme of business for the week commencing 20 April 2020 and a programme of business for the weeks commencing 27 April and 4 May 2020.
3. Business Managers noted the arrangements that have been put in place in relation to social distancing in the Chamber.
4. The Bureau also agreed that further Members' Virtual Question Times should be held on Thursday 23 April (Education and Skills) and Friday 24 April (Environment, Climate Change and Land Reform; Rural Economy).

## Business continuity

5. The Bureau discussed options to support the continuation of Parliamentary business and—
  - agreed to recommend to the Parliament standing orders variations to allow committees and Chamber meetings to take place remotely and to clarify timeframe for which COVID-19 related variations will apply
  - noted that, in practice, remote Chamber meetings business would currently be limited to ministerial statements and questions
  - noted that work remains ongoing in relation to options for voting, including remote voting and that a note on proxy voting has been circulated for consultation with their groups
6. Business Managers also noted the membership of the proposed COVID-19 Committee and to agree to lodge a motion recommending to the Parliament that the Committee be established.

## Publication scheme

7. It was agreed that all papers considered at the meeting should be published.

## Date of next meeting

8. The next meeting of the Bureau would be at 12 noon on Tuesday 27 April 2020.

Irene Fleming  
Clerk to the Parliamentary Bureau  
21 April 2020