

# Standards, Procedures and Public Appointments Committee

## 1st Meeting 2023 (Session 6), Thursday 19 January 2023

### Cross-Party Groups – annual monitoring report

#### Introduction

1. The Standards, Procedures and Public Appointments Committee (the Committee) is responsible for overseeing the Cross-Party Group (CPG) system. As part of this role, it considers annual monitoring reports on Groups' compliance with the rules in Section 6 of the Code of Conduct for MSPs (the Code).

#### Compliance

2. The monitoring report covers the following rules that all Groups must comply with—

- Groups are normally required to have at least five MSPs, with at least one MSP from each of the parties or groups represented on the Parliamentary Bureau but the Committee has previously agreed that there should be a general waiver of this Rule in the current Session and Groups are now required to have five MSPs from the majority of parties represented on the Parliamentary Bureau;
- CPGs must hold at least two formal meetings per year, a formal meeting is a meeting where two MSPs, who are members of the Group, are present at the meeting;
- CPGs must hold an AGM, within 11-13 months of the initial meeting, and each 11-13 months thereafter;
- CPGs must submit an annual return form within 30 calendar days of the AGM;
- CPGs must provide Standards Clerks with 10 calendar days' notice of all meetings; and
- CPGs must provide minutes of all meetings.

3. Annexe A gives a summary of CPGs compliance with the Code of Conduct Rules.

4. Annexe B gives further information on those Groups that have not complied with the rules.

#### Committee consideration

**5. Having considered the information on compliance and membership, the Committee is invited to consider whether it wishes to take any action in relation to non-compliant groups and/or Groups with very low external membership. The Committee could, for example decide to write to the Conveners of Groups for an explanation or invite them in to give evidence to the Committee.**

**Clerks  
Standards, Procedures and Public Appointments Committee  
January 2023**

## SUMMARY OF CPG COMPLIANCE WITH CODE OF CONDUCT RULES

### KEY

	CPG has complied with the rules in the Code of Conduct
	CPG has partly complied with the rules
	CPG has failed to comply with the rules most or all of the time
	Not applicable as Group has not been in existence long enough to have to comply with the rule OR information not due at time of report

CPG	Five Members from three parties	Two meetings per year	Hold an AGM	Provide annual return form	Provide 10 calendar days' notice of meeting	Provide minutes of meetings
Accident Prevention and Safety Awareness						
Adult Survivors of Childhood Sexual Abuse						
Animal Welfare						
Armed Forces and Veterans Communities						
Arthritis and Musculoskeletal Conditions						
Autism						
Aviation						

CPG	Five Members from three parties	Two meetings per year	Hold an AGM	Provide annual return form	Provide 10 calendar days' notice of meeting	Provide minutes of meetings
Bangladesh						
Beer and Pubs						
Building Bridges with Israel						
Cancer						
Care Leavers						
Carers						
Challenging Racial and Religious prejudice						
Changing Places Toilets						
Children and Young People						
China						
Chronic Pain						
Circular Economy						
Colleges and Universities						
Commercial Sexual Exploitation						
Construction						
Co-Operatives						
Creative Economy						
Credit Unions						
Crofting						
Cuba						
Culture and Communities						

CPG	Five Members from three parties	Two meetings per year	Hold an AGM	Provide annual return form	Provide 10 calendar days' notice of meeting	Provide minutes of meetings
Deafness	Green	Green	Yellow	Green	Green	Yellow
Diabetes	Green	Green	Yellow	Green	Green	Blue
Disability	Green	Green	Yellow	Yellow	Green	Green
Drug and Alcohol Misuse	Green	Green	Green	Green	Green	Green
Dyslexia	Green	Green	Green	Red	Green	Green
End of Life Choices	Green	Green	Green	Green	Green	Green
Epilepsy	Green	Green	Green	Green	Green	Green
Europe	Green	Blue	Blue	Blue	Blue	Blue
Fair Trade	Green	Green	Green	Green	Green	Green
Families Supporting Children's Learning	Green	Blue	Blue	Blue	Green	Blue
Food	Green	Green	Green	Green	Green	Green
Freedom of Religion and Belief	Green	Green	Green	Green	Green	Green
Funerals and Bereavement	Green	Green	Green	Green	Green	Green
Future of Football in Scotland	Green	Green	Red	Red	Green	Yellow
Gaelic	Green	Green	Green	Green	Green	Green
Gardening and Horticulture	Green	Green	Red	Red	Green	Green
Germany	Green	Green	Green	Green	Green	Green
Health Inequalities	Green	Green	Green	Green	Green	Green
Heart and Circulatory Diseases	Green	Green	Blue	Blue	Green	Green

CPG	Five Members from three parties	Two meetings per year	Hold an AGM	Provide annual return form	Provide 10 calendar days' notice of meeting	Provide minutes of meetings
Housing	Green	Green	Yellow	Green	Green	Green
Human Trafficking	Green	Green	Green	Red	Green	Green
Improving Scotland's Health	Green	Green	Green	Green	Green	Green
Ice Sports	Green	Green	Blue	Blue	Green	Blue
Independent Convenience Stores	Green	Green	Yellow	Green	Yellow	Green
India	Green	Green	Green	Green	Green	Green
Industrial Communities	Green	Green	Green	Yellow	Green	Green
Inflammatory Bowel Disease	Green	Green	Green	Green	Green	Green
International Development	Green	Green	Green	Green	Green	Green
Ireland	Green	Red	Red	Red	Red	Red
Islands* staffer	Green	Green	Green	Blue	Green	Red
Japan	Yellow	Green	Red	Red	Green	Yellow
Learning Disability	Green	Green	Yellow	Green	Green	Green
LGBTI+	Green	Green	Green	Green	Yellow	Green
Life Sciences	Green	Green	Green	Green	Green	Green
Long COVID	Green	Green	Yellow	Red	Green	Green
Lung Health	Green	Green	Green	Green	Green	Green
Malawi	Green	Green	Green	Yellow	Green	Green
Maritime and Shipbuilding	Green	Green	Green	Green	Green	Yellow

CPG	Five Members from three parties	Two meetings per year	Hold an AGM	Provide annual return form	Provide 10 calendar days' notice of meeting	Provide minutes of meetings
Medicinal Cannabis						
Men's Violence Against Women and Children						
Mental Health						
Migration						
MS						
Muscular Dystrophy						
Music						
Nature and Climate						
Nordic Countries						
Nuclear Disarmament						
Oil and Gas						
Older People, Age and Ageing						
Outdoor Education						
Pakistan						
Palestine						
Palliative Care						
Poland						
Poverty						
Prevention and Healing of Adverse Childhood Experiences		RECOGNITION WITHDRAWN				
Rare, Genetic and Undiagnosed Conditions						

CPG	Five Members from three parties	Two meetings per year	Hold an AGM	Provide annual return form	Provide 10 calendar days' notice of meeting	Provide minutes of meetings
Recreational Boating and Marine Tourism	Green	Green	Green	Green	Green	Green
Renewable Energy and Energy Efficiency	Green	Green	Green	Green	Green	Green
Rugby Development in Scotland	Green	Green	Green	Green	Green	Yellow
Rural Policy	Green	Green	Yellow	Green	Green	Green
Science and Technology	Green	Green	Yellow	Green	Green	Green
Scotch Whisky	Green	Green	Green	Green	Green	Green
Scots Language	Green	Green	Blue	Blue	Blue	Blue
Scottish Gypsy/Traveller Community	Yellow	Green	Yellow	Red	Green	Green
Scottish Horseracing and Bloodstock Industries	Green	Green	Green	Green	Green	Yellow
Scottish Showmen's Guild	Green	Green	Yellow	Red	Green	Red
Shared Parenting	Green	Green	Yellow	Red	Green	Yellow
Skills	Green	Green	Green	Red	Green	Green
Social Enterprise	Green	Green	Yellow	Red	Green	Green
Social Work	Green	Green	Green	Green	Green	Green
Sport	Green	Green	Green	Green	Green	Yellow



CPG	Five Members from three parties	Two meetings per year	Hold an AGM	Provide annual return form	Provide 10 calendar days' notice of meeting	Provide minutes of meetings
St Andrew's Day	Green	Green	Green	Red	Green	Green
Stroke	Green	Green	Yellow	Green	Green	Green
Sustainable Transport	Green	Green	Yellow	Blue	Green	Green
Sustainable Uplands Management	Green	Green	Red	Red	Green	Green
Taiwan	Green	Green	Green	Green	Green	Green
Tibet	Green	Green	Green	Red	Green	Yellow
Tourism	Green	Green	Green	Green	Green	Green
Towns and Town Centres	Green	Green	Green	Green	Green	Green
USA	Green	Green	Green	Green	Green	Green
Visual Impairment	Green	Green	Green	Green	Green	Green
Volunteering	Green	Green	Green	Green	Green	Green
WASPI	Green	Green	Yellow	Green	Green	Green
Wellbeing Economy	Green	Green	Green	Green	Green	Green
Women in Enterprise	Green	Green	Yellow	Green	Green	Green
Women, Families and Justice	Green	Green	Green	Green	Yellow	Green
Women's Health	Green	Green	Green	Green	Green	Green
Wood Panel Industry	Green	Blue	Blue	Blue	Green	Blue

## **Further information on groups that have not fully complied with the code of conduct**

### ***CPGs that have failed to comply with the rules most or all of the time***

1. There are two Groups in this session that have failed to comply with the Code most of the time.
2. The CPG on the Prevention and Healing from Adverse Childhood Experiences experienced a number of MSP resignations which left it unable to hold its AGM. The SPPA Committee agreed at its meeting on 8 December 2022 to withdraw recognition from this cross-party group.
3. The CPG on Ireland advised the date of its initial meeting was 28 September 2021 but has not provided any further information since. It has not:
  - held two meetings in the year
  - held its AGM
  - provided the minute of the initial meeting.
4. Office-holders were emailed in October 2022 advising of the requirement to hold an AGM, but no response has been received.

## **CPGs which have partly complied with the rules**

### ***Insufficient MSP members and insufficient office bearers***

5. Section 6, paragraph 8 of the Code requires that each Group has at least 5 MSP members, with at least one MSP member from each of the parties or groups represented on the Parliamentary Bureau. The SPPA Committee agreed a waiver to this rule for Session 6 and all CPGs are required to have at least 5 MSP members, with at least one MSP member from the three of the parties or groups represented on the Parliamentary Bureau.
6. A number of CPGs at present are not meeting the above criteria. The resignation of Dean Lockhart as an MSP and the Ministerial appointment of Elena Whitham MSP have left some groups without sufficient MSP members. In addition, due to resignations from a number of CPGs, some were no longer compliant.
7. The following table shows those CPGs that are not compliant regarding MSP Membership—

CPG	Number of MSPS	Number of Parties represented	Comments
Changing Places Toilets	4	2	2 x Labour and 2 x Conservative members are represented. The Group requires one more member from one of the parties not represented
China	4	3	Since the resignation of Dean Lockhart MSP, the Group is not compliant. The CPG requires one further member. Deputy Convener contacted on 13/12/22 but no reply to date
Co-operatives	8	2	7 x Labour and 1 x Conservative members. Not quorate since resignation of Elena Whitham MSP. Clerks exchanged emails with Secretariat 9/12/22 but no further updates to date
Japan	4	3	Since the resignation of Dean Lockhart MSP, the group is no longer compliant. The CPG requires one further member. Clerks emailed Deputy Convener on 13/12/22 but no reply to date
Scottish Gypsy/Traveller Community	4	3	The Group requires one more member. The AGM form is late so it is unclear if this has been resolved

## ***Fewer than two quorate meetings per year***

8. Those CPGs that did not hold at least two quorate meetings though out the year are highlighted in the table at Annex A.

## ***AGM not held or held within the specified timeframe***

9. A number of CPGs have either had to cancel their AGM or experienced difficulty arranging a date for their AGM due to a number of factors.

10. Firstly, the passing of HM Queen Elizabeth II in September 2022 saw the UK observe a 10-day period of national mourning. As a result, a number of CPGs had to cancel scheduled business in this period. In addition, due to rail strikes and late business being scheduled at short notice in the Chamber on a number of occasions, some meetings and AGMs had to be cancelled.

11. The following CPGs held their AGMs at the incorrect time. An asterix denotes those CPGs which have been affected by the disruptions. All Groups have all been reminded of the requirements in the Code to hold the AGM within 11-13 months of the initial meeting, or previous AGM—

<b>CPG</b>	<b>Due From</b>	<b>Held</b>	<b>Comments</b>
Animal Welfare	9/6/22 to 9/8/22	5/9/22	No reason given
Arthritis and Musculoskeletal Conditions*	22/8/22 to 22/10/22	28/10/22	Original date cancelled due to late chamber business
Autism	20/8/22 to 20/10/22	31/10/22	No reason given
Aviation*	29/8/22 to 29/10/22	09/11/22	AGM was cancelled 3 times due to rail strike, late chamber business and period of national mourning
Cancer*	1/8/22 to 1/10/22	14/12/22	AGM cancelled due to period of national mourning. CPG Conveners wrote to Convener SPPA Committee to raise concerns.
Carers	17/5/22 to 17/7/22	7/12/22	AGM was cancelled due to period of national mourning but it was late in either event.
China	5/9/22 to 5/11/22	NOT YET SCHEDULED	Convener resigned as MSP in September 2022. Deputy Convener has not replied to Clerk emails
Circular Economy*	31/7/22 to 30/9/22	2/11/22	AGM cancelled due to period of national mourning
Credit Unions*	26/9/22 to 26/11/22	19/12/22	AGM cancelled due to period of national mourning
Crofting*	15/8/22 to 15/10/22	13/12/22	AGM cancelled due to period of national mourning
Cuba	28/9/22 to 28/11/22	15/12/22	No reason given
Deafness*	21/8/22 to 21/10/22	13/12/22	AGM cancelled due to period of national mourning
Diabetes	13/8/22 to 13/10/22	13/12/22	No reason given
Disability	28/8/22 to 28/10/22	7/6/22	AGM held too early. No reason given
Future of Football in Scotland	28/9/22 to 28/11/22	NOT YET SCHEDULED	No reason given. No response to Clerks emails

Gardening and Horticulture	25/9/22 to 25/11/22	NOT YET SCHEDULED	No reason given. No response to Clerks emails
Housing*	1/8/22 to 1/10/22	1/11/22	AGM cancelled due to period of national mourning
Independent Convenience Stores	23/5/22 to 23/7/22	14/12/22	AGM was cancelled due to period of national mourning but it would have been late notwithstanding this additional delay
Ireland	28/8/22 to 28/10/22	NOT YET SCHEDULED	Clerks have not received any correspondence from this CPG since notification of initial meeting date and no further meetings have been scheduled
Japan	5/9/22 to 5/11/22	NOT YET SCHEDULED	Convener stood down as MSP in September 2022. Deputy Convener has not replied to Clerk emails
Learning Disability*	24/5/22 to 24/7/22	21/11/22	June AGM cancelled due to train strike. September AGM cancelled due to period of mourning
Long COVID	8/8/22 to 8/10/22	26/10/22	No reason given
Mental Health	14/8/22 to 14/10/22	24/1/23	AGM rescheduled to January 2023. No reason given.
Music*	8/8/22 to 8/10/22	25/10/22	AGM cancelled due to period of national mourning
Nordic Countries	5/9/22 to 5/11/22	14/12/22	No reason given
Oil and Gas	27/8/22 to 27/10/22	NOT YET SCHEDULED	No information given
Outdoor Education	30/8/22 to 30/10/22	10/11/22	Change in Secretariat so AGM was overlooked
Palestine	14/8/22 to 14/10/22	22/11/22	Change in Secretariat caused delay
Poland	14/8/22 to 14/10/22	8/11/22	No reason given
Rare, Genetic and Undiagnosed Conditions	16/5/22 to 16/7/22	8/9/22	No reason given

Rural Policy*	5/9/22 to 5/11/22	16/11/22	Rescheduled due to late chamber business on 5 October 2022
Science and Technology*	7/8/22 to 7/10/22	13/12/22	AGM cancelled due to period of national mourning. November AGM cancelled due to lack of availability of Members
Scottish Gypsy / Traveller	29/8/22 to 29/10/22	10/11/22	No reason given
Scottish Showmen's Guild	22/5/22 to 22/7/22	<i>Possibly</i> 2/11/22	Secretariat provided date of meeting but did not confirm if this was the AGM. Clerk emailed to clarify but received no response
Shared Parenting	14/8/22 to 14/10/22	8/11/22	No reason given
Social Enterprise	26/9/22 to 26/11/22	8/12/22	AGM cancelled due to illness
Stroke*	27/9/22 to 27/11/22	9/12/22	AGM cancelled due to period of national mourning
Sustainable Transport*	25/10/22 to 25/12/22	25/1/23	AGM 21 December cancelled due to late chamber business
Sustainable Uplands Management	28/9/22 to 28/11/22	17/11/22 however was not quorate	Meeting was not quorate so will be rearranged
WASPI	23/5/22 to 23/7/22	17/8/22	No reason given
Women in Enterprise*	22/8/22 to 22/10/22	16/11/22	AGM cancelled due to mourning period

## ***Annual Return late***

12. The following CPGs have either submitted their annual returns late or not at all. All Groups have been reminded of the requirement in the Code to provide annual returns within 30 calendar days of the AGM—

<b>CPG</b>	<b>Due</b>	<b>Submitted</b>	<b>Comments</b>
Aviation	9/12/22	No	No reason given
China	Latest 5/12/22	No	AGM not yet scheduled

Circular Economy	2/12/22	No	No reason given
Disability	7/7/22	2/9/22	No reason given
Dyslexia	27/10/22	No	No reason given
Future of Football in Scotland	Latest 28/12/22		AGM not yet scheduled
Gardening and Horticulture	Latest 25/12/22		AGM not yet scheduled
Human Trafficking	1/12/22	No	No reason given
Industrial Communities	21/7/22	19/10/22	No reason given
Ireland	Latest 28/11/22		AGM not yet scheduled
Japan	Latest 5/12/22		AGM not yet scheduled
Long COVID	26/11/22	No	No reason given
Malawi	6/11/22	12/12/22	No reason given
Muscular Dystrophy	2/12/12	No	No reason given
Music	25/11/22	No	No reason given
Oil and Gas	Latest 27/11/22		AGM not yet scheduled
Palestine	22/12/22	No	No reason given
Scottish Gypsy/Traveller Community	10/12/22	No	No reason given
Scottish Showmen's Guild	2/12/22	No	No reason given although Clerks still seeking confirmation that the meeting on 2 November took place and was an AGM
Shared Parenting	8/12/22	No	No reason given
Skills	28/11/22	No	No reason given
Social Enterprise	8/1/23	No	No reason given
St Andrew's Day	4/11/22	No	No reason given
Sustainable Uplands Management	Latest 28/12/22	No	AGM was held on 17 November but was inquorate. New date to be confirmed
Tibet	27/11/22	No	No reason given

## ***10 calendar days' notice of meeting***

13. The following CPGs did not give the required notice period for meetings. All Groups have all been reminded of the requirements in the Code to provide 10 calendar days' notice for all meetings—

<b>CPG</b>	<b>Meeting date</b>	<b>Notification date</b>	<b>Comments</b>
Aviation	12/5/22	28/10/22	Notified of meeting when minutes sent
Independent Convenience Stores	14/12/22	8/12/22	Rearranged AGM so trying to arrange quickly
LGBT+	29/9/22	14/10/22	AGM not notified to Clerks in advance

## ***Provide minutes of meetings***

14. Those CPGs that did not provide minutes of meetings are highlighted in the table at Annexe A.