The Committee will meet at 10.00 am in Committee Room 4 to consider the following agenda items:

1. **Items in private**: The Committee will consider whether to take item 4 in private.

2. **Highlands and Islands Ferry Services**: The Committee will consider a paper from the reporters on the Scottish Executive’s proposals for the future of the Highlands and Islands ferry service network.

3. **Mainstreaming equal opportunities in committees**: The Committee will consider a paper on mainstreaming equal opportunities in committee work.

4. **Work Programme**: The Committee will consider its work programme.

5. **Budget Process 2002-03 (in private)**: The Committee will consider a further draft report on the Budget Process for 2002-03.

6. **Water Inquiry (in private)**: The Committee will continue consideration of a further draft report on its inquiry into water and the water industry.

Shelagh McKinlay
Clerk to the Transport and Environment Committee
Room 2.02, Committee Chambers
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The following public papers are relevant for this meeting:

<table>
<thead>
<tr>
<th>Title</th>
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<tr>
<td>A paper from the reporters on the Scottish Executive’s proposals for the future of the Highlands and Islands ferry service network</td>
<td>TE/01/16/1</td>
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<tr>
<td>A paper on mainstreaming equal opportunities in committee work</td>
<td>TE/01/16/3</td>
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TRANSPORT AND THE ENVIRONMENT COMMITTEE

REPORTERS REMIT – TENDERING OF HIGHLANDS AND ISLANDS FERRY SERVICES

Background

At its 6th meeting on 28 February 2001, the Transport and the Environment Committee agreed to appoint Maureen Macmillan, and Des McNulty as reporters to investigate the decision to tender ferry services in the Highlands and Islands. It was agreed that the reporters would consider this issue further and report back to the Committee with proposed terms of reference for an inquiry into this issue.

Members will recall that the decision to tender these ferry services was announced by the Executive in January 2001, and that the Executive has submitted detailed proposals to the European Commission on this matter. The decision to tender these services was made as a result of the need to comply with Commission guidelines on state aid in maritime transport. Executive proposals are attached for members information.

Draft Terms of Reference

Reporters have met informally with the Minister for Transport to discuss issues arising from the proposals and have also received factual briefings from Executive officials. Following these discussions reporters seek the agreement of the Committee to the following draft terms of reference:

Reporters will investigate

- the implications of the decision to tender lifeline ferry services in order to comply with EC guidelines on State aid in maritime transport;
- the development of the service specification for these services
- the structural, organisational and service delivery implications of this decision.

The Committee is asked to consider these draft terms of reference, amend them as necessary prior to agreeing them.

Next Steps

Reporters have identified a number of groups whom they feel it would be productive to meet with during their investigations. These are:

- Experts from the Highland, Western Isles, and Argyll and Bute Councils, together with members of the Highlands and Islands Strategic Transport Partnership
- Representatives of CalMac
- Representatives of NUMAST and RMT
- Commission officials in Brussels
- Reporters have received written briefings from Professor Neil Kay and will seek meetings with him should it prove necessary to clarify or expand upon his written submissions
• Reporters also intend to meet again with the Minister and officials prior to reporting back to the Committee.

The Committee is asked to consider this list of likely consultees and identify any further individuals or groups that they wish to be involved in the process. The Committee may wish to take formal evidence from some of the groups identified above, in addition to the work being undertaken by reporters.

Members will note that reporters have identified a need to meet with European Commission officials. The Committee is asked to approve reporters travelling to Brussels in order to meet with Commission officials.

**Timeframe**

The timeframe for progression of this issue is to an extent determined by the speed of the response from the European Commission to the proposals put forward by the Executive. However it is anticipated that the reporters will report back to the Committee prior to the summer recess, after meeting with the groups outlined above.

Des McNulty
Maureen Macmillan
May 2001
Mainstreaming Equal Opportunities in Parliamentary Committees

Purpose
1. This paper is a proposal from the Equal Opportunities Committee that the committees of the Scottish Parliament support the Equal Opportunities Committee’s commissioned research on mainstreaming. It recommends the involvement of members from all Parliamentary committees in research workshops to ensure the mainstreaming techniques developed are relevant and applicable for Scottish Parliament committees.

Background
2. In December 2000 the Conveners Liaison Group (CLG) approved a proposal from Equal Opportunities Committee for a research project on mainstreaming of equal opportunities in the Scottish Parliament and that project has now been commissioned. The aims are to provide information on the mechanisms for mainstreaming in parliamentary committees and to propose practical techniques to ensure mainstreaming in Scottish parliamentary committees.

3. This is an innovative project since there is little existing research in the UK on mainstreaming equal opportunities in Parliaments. The research will draw on existing literature and knowledge and experience of experts in the field to identify techniques that may be appropriate for Committees.

4. It is vital to ensure that any techniques developed are relevant and appropriate to the context of the Scottish Parliament. In order to achieve this the research team has proposed that they host workshops on the major aspects of equalities. There will be one workshop involving members and two for Parliament staff. The aim of these workshops will be to establish the relevance of these techniques in the Parliamentary context.

5. Representation from MSPs from a broad range of Committees and political parties is necessary to ensure that the techniques developed are relevant across the Parliament. CLG have further agreed to encourage all committees to send one delegate to the workshop.

Proposal
6. It is requested that the Committee support the research and nominate at least one member from the Committee to attend the workshop. It is likely that it will be 2-3 hours in duration and will take place during the evening of 20 June. Further details about the workshops will be sent to each Committee nominee close to the time.

Shelagh McKinlay
Clerk to the Committee
24 May 2001