

Boundary Commission for Scotland

Minutes of Meeting held at Thistle House, Edinburgh

Monday 4 September 2017

Present

The Hon Lord Matthews, Deputy Chairman
Mrs Paula Sharp, Commissioner
Professor Ailsa Henderson, Commissioner

Isabel Drummond–Murray, Secretary
Colin Wilson, Secretariat
Douglas Campbell, Secretariat
David Logue, Secretariat

Dominic Cuthbert, Ordnance Survey, Assessor

Apologies

Tim Ellis, National Records of Scotland, Assessor

Minutes of the previous meeting

1. The minutes of the 8 August 2017 meeting were agreed with no amendments.

Matters arising

2. The Secretary advised that efforts are ongoing to arrange an introductory meeting between Lord Matthews and Shonaig Macpherson, Non-Executive member of the Joint Management Board at the Scotland Office. Lord Matthews agreed to contact Ms Macpherson directly to identify a suitable date.
3. The Secretary advised there was no further update on the Boundary Commission for England's submission for a Civil Service Award "Digital" Category on behalf of the UK Commissions.

Business Update

4. The Secretary shared the minutes of the latest quarterly meeting with the Scotland Office. The Commission had a number of queries and were content that in future the minutes would be circulated following the quarterly meetings with any specific actions considered as necessary at future Commission meetings. The Commission asked the Secretary to progress the proposed dispute resolution procedure with the Scotland Office.
5. The Secretary informed the Commission of a recent call for discussion topics at the upcoming meeting of the UK Boundary Commissions to be held in

Cardiff on 16th/ 17th November 2017. The Commission agreed that greater time spent in plenary discussions rather than routine updates from all Commissions would be useful. It was confirmed that Professor Henderson would attend as the Commission's representative at this meeting.

Preparation for publication of Revised Proposals – (Paper 2017/83)

6. The Commission considered Paper 2017/83 and made a number of minor amendments to the draft news release and Summary of Revised Proposals booklet. The Commission agreed to commence the public consultation on 17 October. The Commission also agreed to hold a media briefing for journalists on Monday 16 October.
7. The Commission discussed conducting a customer awareness survey to gauge public engagement with the 2018 Reviews and to inform future Review processes. The Secretary agreed to progress this matter.

Website Refresh (Paper 2017/84)

8. The Commission considered plans to refresh its website. The Commission agreed these plans and to consider options for a new logo. The Commission was content to adopt a complementary style to the Local Government Boundary Commission for Scotland but agreed that a distinctive logo was imperative in creating a clearly separate identity.

Finance update (Paper 2017/85)

9. The Commission noted the finance update and in particular the increased forecast regarding costs for the proposed website refresh and also noted that additional costs will arise if the Commission proceeds with a customer awareness survey for the 2018 Review. Potential underspend for the financial year was noted and it was agreed that the Secretary should liaise with Scotland Office over this at the appropriate time.

Any other business

10. The next Commission meeting is scheduled for Monday 9 October 2017.

Secretariat
September 2017