

Minutes of Meeting held at Thistle House, Edinburgh

Monday 4 February 2019

Present

The Hon Lord Matthews, Deputy Chairman
Mrs Paula Sharp, Commissioner
Mr Dominic Cuthbert, Ordnance Survey, Assessor

Isabel Drummond-Murray, Secretary
Douglas Campbell
Yvonne Croll
David Logue

Apologies

Professor Ailsa Henderson, Commissioner

Minutes of the previous meeting

1. The minutes of the 29 October 2018 meeting were agreed with no amendments.

Matters arising

2. The Secretary informed the Commission that she had written to Paul Lowe who has been appointed Chief Executive of National Records of Scotland (NRS). The Secretary plans to meet him to discuss the role of Assessor.

Business update

3. The Secretary provided an update on the website refresh project. The new website has not fully met the desired requirements with regard to mapping and provision of a consultation tool and the Secretariat are in the process of seeking quotes from other website developers to progress the project. The Secretariat will inform the Commission of progress at its next meeting.
4. Dominic Cuthbert reported that Europa UK are now supplying Ordnance Survey mapping services to OSMA members.
5. The Secretary informed the Commission that Shonaig Macpherson, non-Executive member at the Office of the Secretary of State for Scotland would like to arrange a meeting with the Commission. The Secretary will liaise with the sponsor department and Lord Matthews and Mrs Sharp to find a suitable date.
6. The Secretary provided an update on the work of the Local Government Boundary Commission for Scotland (LGBCS). On 14 January LGBCS announced the start of its Electoral Reviews of the 6 council areas containing inhabited islands, following the introduction of the Islands (Scotland) Act 2018.

2018 Review – update (oral)

7. The Commission discussed the latest position with the 2018 Review of UK Parliament Constituencies Final Report. There was no update as to when the Order to implement the Final Recommendations will be laid in Parliament. The Private Members Bill sponsored by Afzal Khan MP had not progressed and was still awaiting a Money Resolution.
8. The Commission reflected on lessons learned from the 2018 Review. The Secretariat have liaised with the Boundary Commissions for England, Northern Ireland and Wales to gain any feedback from their 2018 Reviews. It was noted that the Boundary Commission for Wales have conducted a survey for stakeholders and the Secretariat would consider in light of their experience whether such a survey would be helpful in Scotland.

Appointments – update (oral)

9. The Commission congratulated Professor Ailsa Henderson on her appointment as Deputy Chair of the LGBCS. It was noted that Mrs Paula Sharp's re-appointment as a BCS Commissioner for a further 2-year period and Lord Matthews' re-appointment as BCS Deputy Chairman for a further 3-year period had been announced. A future discussion is needed about retaining continuity of membership and possible criteria for future application rounds.

UK Commissions meeting (Paper 2019/01)

10. The Commission discussed the report of the annual meeting of the UK Commissions held on 1-2 November 2018 in Edinburgh. It was agreed the Secretary will liaise with the other UK Commissions to agree on plans for future UK Commission meetings.

Islands (Scotland) Act 2018 – Shetland Mapping agreement (Paper 2019/02)

11. The Commission discussed the Shetland mapping requirement introduced by the Islands (Scotland) Act 2018 and concluded it would await the outcome of the Local Government Boundary Commission for Scotland meeting and decide if they wish to adopt a similar approach. The Secretariat will provide an update at the next meeting.

Finance update (Paper 2019/03)

12. The Commission noted the finance update.

Corporate plan (Paper 2019/04)

13. The Commission considered the Draft Corporate Plan for the period April 2019 to March 2022 and asked the Secretariat to make minor changes before

submitting it to the Office of the Secretary of State for Scotland. It was agreed the 50/50 split of staffing costs would be regularly reviewed depending on the workload of both the Boundary Commission for Scotland and Local Government Boundary Commission for Scotland.

Future meetings (oral)

14. The Secretariat agreed to contact Commissioners by email around April 2019 to find a suitable date for the next Commission meeting to take place sometime between June and September 2019.

Any other business

15. Dominic Cuthbert informed the Commission that Ordnance Survey are reviewing the way they deliver their postal products to customers. In the next 3-5 years they will be delivering services which will be downloadable.
16. Ordnance Survey advised they have created new tools for the Local Government Boundary Commission for England to assist with drafting new boundaries. They suggested it may be useful for the Secretariat to visit Ordnance Survey to see the new tools.

**Secretariat
February 2019**