

Minutes of Hybrid Meeting held at 10:00 am on 21 February 2025

Present:

The Right Hon Lord Matthews, Deputy Chair (via teams)
Dr Sue Walker, Commissioner (via teams)
Mrs Gillian McGregor, Commissioner
Mr Dominic Cuthbert, Assessor, Ordnance Survey

Kirsty Mavor, Secretary
Colin Wilson (via teams)
Yvonne Croll (via teams)
Pat Allan

Apologies and Declarations of Interest

No apologies as all present. There were no declarations of interest.

Minutes of previous meeting

1. The minutes of the 25 November 2024 meeting were agreed.

Matters Arising

2. There were no matters arising.

Business Update

3. Once appointed, the new director of the Office for Secretary of State for Scotland (OSSS) is to be invited to the next BCS meeting.
4. The Secretary and a Commissioner met with OSSS in January 2025 regarding potential changes to legislation for reviews of UK Parliamentary boundaries. The Secretaries from the four UK Boundary Commissions will be meeting with a representative from the Ministry of Housing, Communities and Local Government on 25 February 2025 to progress this further.
5. The Scottish Parliament review consultation on Additional Proposals for constituencies and Revised Proposals for regions closes on 24 February 2025. A report with final recommendations on the Second Review of Scottish Parliament is to be submitted to Scottish Ministers by 1 May 2025.

Action Grid

6. The Commission noted that all actions were either complete or on the Agenda.

Lesson Learned - Action List (2025/01)

7. The Deputy Chair suggested creating an induction guide for new Commissioners and Deputy Chairs.
8. It was also suggested that more detail should be provided for those actions that will be progressed within the calendar year.

Risk Register (2025/02)

9. The Commission discussed the risk register and noted the updates in relation to potential legislative change. The action list from the lessons learned paper is reviewed at every meeting and this should be added to the mitigations relating to the loss of corporate memory.

UK Commissions meeting (2025/03)

10. Commissioners noted the agenda for the UK Commissions meeting on 27/28 February 2025. A summary of the Commission's work has been shared with all delegates. Two Commissioners and the Secretary will be attending this meeting on behalf of the Commission.

Finance Update (2025/04)

11. The Commission noted the finance update and approved the paper for OSSS, subject to minor changes.

Freedom of Information Report (2025/05)

12. The Commission noted the Freedom and Information Report.

Any Other Business

13. Ordnance Survey advised they are reviewing how their customers access their data and services, including Boundary-Line. Ordnance Survey will keep the Commission informed of progress of this review which will be concluded by 2027.

Dates of next meetings

14. The Commission agreed to meet again in May 2025 and a doodle poll will be shared to find a suitable date.

Secretariat

February 2025