

**Minutes of Meeting held in person  
10:45 am on Tuesday 14 November 2023**

**Present**

Prof. A Henderson, Chair  
Dr S Walker, Deputy Chair  
Mr G Macmillan  
Mr A Stewart  
Mr M Smith

Ms I Drummond-Murray, Secretary  
Mr C Wilson  
Mr D Campbell  
Mr P Allan  
Mrs Y Croll

**Declaration of Interests**

1. There were no declarations of interest.

**Minutes of previous meeting**

2. The Commission agreed the minutes of the meeting of 5 October 2023 without amendment.

**Matters arising**

3. The Secretary reported that interviews for the vacant Deputy Chair and Commissioner posts are scheduled to take place on 22-23 November 2023.
4. The Secretary stated that the job advertisement for a new Secretary had recently been published on the Scottish Government website as well as the UK Civil Service jobs website and externally. The closing date for applications is 23 November 2023.
5. The Secretary reported that the clerk to the SPPA (Standards, Procedures and Public Appointments) Committee had replied regarding a meeting with the convenor to discuss future committee engagement and a date would be sought for that meeting.

**Business update**

6. The Secretary advised that the Ministerial Direction not to undertake reviews under section 14(2) of the Act that would affect more than 500 electors, has been extended until 13 October 2028.
7. The Chair reported that she and Malcolm Burr, Convenor of the Electoral Management Board for Scotland, gave evidence to the Senedd Reform Bill Committee regarding the Senedd Cymru (Members and Elections) Bill on 9 November 2023. The Secretary would circulate a link to the transcript in due course.
8. The Commission discussed the agenda, attendance and format for the upcoming UK Commissions meeting hosted jointly by Boundaries Scotland and the Boundary Commission for Scotland on the 7 and 8 December 2023. It was agreed that Mr Macmillan would present the report on behalf of Boundaries Scotland.

**Electoral Reform (oral)**

9. The Secretary advised that Scottish Government officials had provided no further updates on electoral reform and the likely content of the Bill.

**Second Review of Scottish Parliament Boundaries – Consideration of responses to consultation on Provisional Proposals for East Renfrewshire, Glasgow City, Inverclyde and Renfrewshire Council areas (Paper BS 77)**

10. The Commission discussed Paper BS 77 and noted the responses to the consultation on its provisional proposals for constituencies in East Renfrewshire, Glasgow City, Inverclyde and Renfrewshire Council areas.
11. The Commission noted that both East Renfrewshire Council and Renfrewshire Council had objected to the provisional proposals and requested a local inquiry for the proposed constituencies in their areas which include Glasgow Priesthill and Giffnock, Paisley and Renfrew, Renfrewshire South and Renfrewshire West constituencies. The Commission agreed it would need to hold local inquiries regarding those proposed constituencies.
12. The Commission considered all of the responses to the consultation and the alternative suggestions.
13. The Commission deferred undertaking any revision to the proposals until it had considered the outcomes from the local inquiries.

**Local Inquiries (Paper BS 78)**

14. The Commission considered Paper BS 78 and discussed the draft materials and the progress of arrangements for its six planned Local Inquiries. This included arrangements for advising those who had responded to the consultation about arrangements for the inquiry in their area where they had provided sufficient information for this to happen.
15. The Commission made a number of recommendations regarding the materials and how best to conduct a local inquiry. The Secretariat will update the draft materials and share with the Commission by email prior to the local inquiries taking place.

**Finance update (Paper BS 79)**

16. The Commission noted the finance update.
17. The Chair asked the Secretariat to provide some comparative analysis of the Welsh Boundary Commissions' budget and expenditure.
18. The Chair asked the Secretariat provide information on Commissioner fees.

**Second Review of Scottish Parliament Boundaries – next steps**

19. The Commission discussed workload planning for the next six months of the review timetable and the possible impact on that of new Commissioners and a new Secretary. The Commission agreed a meeting in late February would be appropriate given the upcoming local inquiries and need for induction of Commissioners and Secretary.

**Future meetings**

20. The next meeting is scheduled for 18 December 2023. The Secretariat were asked to canvass for a meeting date in late February 2024.

**Any other business**

21. The Commission asked the Secretariat to bring an updated Risk Register to the next meeting and agreed to ensure it had a regular place on meeting agendas in the future.