

## Minutes of Meeting held by videolink at 10am on Thursday 13 May 2021

### Present

Mr R Hinds, Chair  
Prof. A Henderson, Deputy Chair  
Mr R Bean  
Mr G Macmillan  
Dr S Walker  
Mr J Collins

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

### Apologies:

None.

### Declaration of Interests

1. There were no declarations of interest.

### Minutes of previous meeting

2. The Commission agreed the revised minutes of its 11 March 2021 meeting, and the minutes of its 14 April 2021 meeting without amendment.

### Matters arising

3. The Secretary advised that publicity material had been prepared to notify stakeholders of the Commission's name change to Boundaries Scotland on 14 May 2021.
4. The Secretary advised the Commission that the Chair had agreed not to write to the Scottish Government concerning the scope of the Councillor Code of Conduct. This followed reassurances from officials over ongoing work to revise the Code. The Chair advised that this would be included on the agenda of his next meeting with the Scottish Government. The Commission agreed to write to the councillor responsible for submitting multiple responses following the submission of its Final Proposals to Parliament.
5. The Secretary advised that the Secretariat had written to the architects practice which had requested a review on behalf of its clients of the administrative area boundary between Angus council area and Dundee City council area.. The letter explained the Commission's reasons for not carrying out such a review.
6. The Secretary advised that Scottish Government officials will be in touch with the Chair to discuss the recruitment of a new Chair and new Commissioners following the appointment of new Ministers following the recent Scottish Parliament election.

### Business Update

7. As above, the Secretary advised that she is awaiting advice from the Scottish Government on Ministerial portfolio responsibility for Boundaries Scotland.

8. The Secretary advised the Commission of commitments in the SNP manifesto which might be of relevance. The Chair asked the Secretariat to monitor progress on public service reform and local governance.
9. The Secretary updated the Commission that Scottish Government had confirmed staff that they would not be returning to work in offices until August at the earliest.

**2019 Review of Electoral Arrangements: Draft Final Proposals for Highland council area (Paper LGBCS 2561)**

10. The Commission gave further consideration to its final recommendations for Highland Council, and agreed its Final Proposals as set out in Paper LGBCS 2561.

**2019 Reviews of Electoral Arrangements: Final reports – format and content (Paper LGBCS 2562)**

11. The Commission considered Paper LGBCS 2562, and asked the Secretariat to make some changes to the structure and content of the reports. The Commission agreed to provide any final comments in writing.

**Islands (Scotland) Act: ICIA (Paper LGBCS 2563)**

12. The Commission considered Paper LGBCS 2563. The Commission agreed that it was not necessary for it to carry out full Islands Community Impact Assessments on its reviews of the six council areas with inhabited islands. The Commission agreed it should set out its reasoning for why such assessments are not required as in Appendix D, with a final version to be agreed by the Chair and Secretary, before publication on its website.

**Finance Update (oral update)**

13. The Secretariat advised the Commission that the Scottish Government's interim pay settlement for staff would likely result in savings on staff costs in relation to the amount budgeted for 2021–22 in the Corporate Plan.

**Future meetings (oral update)**

14. The Commission provisionally agreed to meet again in September, at a date to be agreed, following the commencement of the Scottish Parliament's consideration of the Island Reviews Final Proposals.

**Any other business**

15. There was no other business.