

**14th MEETING OF THE COMMISSION**

**MINUTE**

Held in Verity House, 19 Haymarket Yards, Edinburgh at 10 am on 13 October 2015

**Present**

Marco Biagi MSP (Co-Chair) Jim McCormick

Angela O’Hagan Councillor Susan Aitken

Andy Wightman Councillor Angus Campbell

Don Peebles

Apologies received from Cllr David O’Neill, Jackie Baillie MSP, Isobel d’Inverno, Mary Kinninmonth, Councillor Rhondda Geekie and Councillor Catriona Bhatia

**In attendance**;

Emma Close, Neil Ferguson, Robin Haynes, Adam Stewart, (secretariat)

**Minutes of 13th meeting – 7 October 2015**

1. The draft minute was agreed and will be published on the Commission website.

**Working towards the publication of a final report**

1. Commissioners discussed at length the need for a collective report based on the evidence that the commission has gathered and how best to deal with any differences of opinion in the Commission’s report. The group discussed a number of additional key policy issues that they felt should be added to the current draft.
2. Commissioners also discussed how best to deal with media enquiries to individual Commissioners immediately after the report was published.
3. The group discussed options for the publication date of the final report, the date for which would be dependent on progress in the coming weeks, printers’ schedules etc.

**Draft final report – conclusions/recommendations**

1. It was agreed that comments on the draft conclusions and recommendations would be provided to the Secretariat by correspondence and that Mr Biagi would work with members of the Secretariat to provide a timetable for ensuring Commissioners’ comments were accounted for in the final report in the coming weeks.

**Future Meetings**

1. The next meetings will be on **Thursday 29 October (12.00 – 14:30)** and **Tuesday 12 November (13.30 -16:00)** – both will be held in the CIPFA offices at 160 Dundee Street, Edinburgh, EH11 1DQ.

**Commission Secretariat, October 2015**