

Present: Jim Farish (Commissioner, and Rotational Chair, JF)

Shelley Gray (Commissioner, SG)

Claire Methven O'Brien (Commissioner, CMO)

In Attendance: Jan Savage (Executive Director, JS)

David Lees (Head of Commission Secretariat and Business Support, DL, items 1-4 only)

Tiia Kontro (Business Support, Minute Secretary, TK)

Oonagh Brown (Participation Officer, OB, item 5 only)

Megan Strickland (Digital Communications Officer, MS, item 5 only)

Apologies: Elena Jenny (Legal Fellow, EJ, item 5 only)

List of Acronyms: CYPCS: Children and Young People's Commissioner Scotland

SPCB: Scottish Parliament Corporate Body

1. Welcome / Declarations of Interest

No declarations of interest in relation to the Commission Meeting Agenda were made.

JF suggested rearranging agenda and tabling papers 8.3 and 8.4 for a future Commission meeting to allow more time to discuss.

Action: Papers 8.3 and 8.4 to be tabled for a future meeting.

2. Minutes of Previous Meeting

- 2.1. The minutes of the meeting held on 4 September 2023 were approved with no changes.
- 2.2. It was noted that the Commission met on 2 October to participate in a Strategy Development session. Notes from the Session were tabled for Commissioner information only.

3. Matters Arising

- 3.1. DL provided a status update on the items on the Action Log.
- 3.2. Commission discussed the different options for Commissioner appraisal process. The Commission agreed that the preference was for an external reviewer, and would revisit the subject once a response from SPCB has been received.
- 3.3. JS updated the Commission on the staff taskforces that have been formed to manage various workstreams.

4. Strategic Plan 2024 - 2028

- 4.1. JS shared an update on the Strategic Planning process, reflecting on the work ongoing since January 2023 to develop and test priority areas of focus for the Commission. It was noted that discussions with EHRC Scotland and CYPCS have been scheduled to support the Commission in the process.
- 4.2. JS proposed that stakeholder engagement for the new Strategic Plan 2024-28 would be delivered via an online stakeholder event on 13 December 2023, and a digital

questionnaire to run for a period of 4 weeks for public consultation.

- 4.3. The Commission discussed the event and consultation questionnaire and agreed in principle with this work plan.
- 4.4. The Commission discussed the timelines for the Strategic Plan submission, and it was agreed that a further update discussion would be scheduled to allow Commissioners to receive further updates. A meeting was scheduled for Monday 27 November 2023.
- 4.5. The Commission meeting on 4th December 2023 will be a single-issue focus on Strategic Plan.

5. Introduction to new members of staff

- 5.1. OB and MS joined the meeting to introduce themselves as the newest members of staff at the Commission. JS explained that EJ was unable to join as she was attending the ENNHRI Legal Working Group meeting in Strasbourg to represent the Commission. Commissioners welcomed all to the Commission and thanked them for their impact so far.

6. Policy

Human Rights Bill

- 6.1. JS introduced the paper and explained that the purpose of the discussion was to provide information to the Commissioners about the Scottish Government's proposed Human Rights Bill and agree key principles to inform the Commission's position post consultation period.
- 6.2. The paper also introduced a five-point influencing plan which was laid to the Commission for their approval. This contained key emergent priority areas for the Commission to focus on in the Bill development process going forward.
- 6.3. The Commission discussed the proposition and agreed that previous discussions regarding risk have helped the process. It was noted that there are strong benefits for the Commission to take a strategic approach to this work.

6.4. The Commission noted the updates and approved the proposed plan.

7. AOB

7.1. The Commission noted no further detail on the timetable on for new Chair recruitment, and agreed to seek an update from SPCB.

7.2. Papers 6.1 and 8.2 will be tabled for a future Commission meeting.

7.3. The next Commission meeting will take place on 4 December 2023, and will have a single agenda focus on the 2024-28 Strategic Plan.