

Meeting No: 14  
 Date and time: 7<sup>th</sup> April 2020  
 Place: 11-15 Thistle Street EH2 1DF

Attendees: Ian Russell, Chair  
 Benny Higgins (part)  
 Grahame Smith  
 Iain Docherty  
 Jan Webb  
 John Trower  
 Ken Gillespie  
 Mary Pitcaithly  
 Rachel Skinner  
 Sara Thiam  
 Tony Rose  
 Jonathan Moore  
 Lynne Ward  
 Paula Richardson

No	Item
1.	<b>Introduction</b> The Chair welcomed the Commissioners to the 14 <sup>th</sup> meeting of the Commission.  <u>Declaration of interest</u> None
2.	<b>Minutes from Previous Meeting</b> Update attendee list, as incomplete, prior to publishing.
3.	<b>Actions from Previous Meeting</b> Actions were reviewed with a couple of areas carried forward or ongoing.
4.	<b>Phase 2 Meeting Agendas</b> A number of amendments to the scheduled Commission Meeting agendas were agreed as a result of the Covid-19 challenges.
5.	<b>Phase 2 Work Update</b> Work to date was reviewed, along with the scope of work and next stages of engagement proposed. A number of suggestions for refinement were made. It was noted that engagement may be challenging in the current situation and would be reviewed again at the May commission meeting.
6.	<b>AOCB</b> The current Commission timeframe of work was discussed and agreed to be revisited at the May commission meeting.
7.	<b>Close</b> The Chair thanked all present for their contribution, particularly considering meeting challenges.

