Minutes of the meeting on 14 February 2017

For further information, please contact:

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Attendees:

Panel:

* Professor Laura McAllister (Chair)
* Professor Sarah Childs
* Rob Clements
* Professor David Farrell (from item 4 onwards)
* Dr Alan Renwick
* Sir Paul Silk

Officials:

* Adrian Crompton (Director of Assembly Business)
* Anna Daniel (Head of Strategic Transformation, from item 5 onwards)
* Helen Finlayson (Clerk to the Expert Panel)
* Sian Giddins (Deputy Clerk to the Expert Panel)
* Gwyn Griffiths (Senior Legal Adviser)
* Non Gwilym (Head of Communications, from item 5 onwards)

Others:

* Llywydd (item 1),
* Frank Cuthbert (Welsh Government, item 4)
* Hugh Rawlings (Welsh Government, item 4)
* Dr Elin Royles (Aberystwyth University, item 3)
* Professor Roger Scully (Cardiff University’s Wales Governance Centre, item 3)
1. Welcome from the Chair
	1. The Chair welcomed members to the first meeting of the Expert Panel on Assembly Electoral Reform. The Llywydd thanked Panel members, and briefly outlined her objective in establishing the Panel.
2. Introductions
	1. The Panel and officials briefly introduced themselves.
3. Setting the scene: the Assembly and the Welsh context
	1. The Panel received presentations from Adrian Crompton, Dr Elin Royles and Professor Roger Scully on issues within the Panel’s remit.
4. Welsh Government electoral reform: technical briefing
	1. The Panel received a briefing from Frank Cuthbert, Head of Democracy, Diversity and Remuneration Team, and Hugh Rawlings, Director, Constitutional Affairs and Inter-Governmental Relations, on the Welsh Government’s proposals for local government electoral reform.
5. Terms of Reference and forward work programme
	1. The Panel noted its Terms of Reference, and agreed the date of its next meeting.
	2. It agreed initially to undertake work on:
* issues relating to Assembly electoral areas, in particular co-terminosity with Westminster constituencies;
* the minimum voting age; and
* the capacity and size of the Assembly, and the appropriate electoral system by which Members should be elected.
1. Ways of working
	1. The Panel discussed and agreed practical and logistical arrangements for its work.
2. Political Reference Group
	1. The Panel noted that all parties currently represented in the Assembly had nominated representatives to the Llywydd’s Political Reference Group (PRG).
	2. It agreed that the Chair would meet periodically with the PRG, and independent Members, to update them on the Panel’s work and discuss emerging issues.
3. Communication and engagement strategy
	1. The Panel discussed its approach to communication and engagement and agreed:
* to publish minutes of each meeting;
* identify appropriate opportunities to raise awareness of its work, including setting up a Panel Twitter feed.
1. Final round up
	1. Panel members reflected on the meeting, and agreed they were content with the progress which had been made.
2. Any other business
	1. No other issues raised.