

Public Document Pack



SCOTTISH BORDERS COUNCIL THURSDAY, 23 FEBRUARY, 2017

A MEETING of the SCOTTISH BORDERS COUNCIL will be held in the COUNCIL CHAMBER, COUNCIL HEADQUARTERS, NEWTOWN ST. BOSWELLS on THURSDAY, 23 FEBRUARY, 2017 at 10.00 AM

J. J. WILKINSON,
Clerk to the Council,
16 February 2017

BUSINESS																												
1.	Convener's Remarks.																											
2.	Apologies for Absence.																											
3.	Order of Business.																											
4.	Declarations of Interest.																											
5.	Police Scotland Presentation by Chief Superintendent Ivor Marshall.	20 mins																										
6.	Minutes (Pages 1 - 64) Consider Minutes of Scottish Borders Council held on 22 December 2016 and 9 February 2017 for approval and signing by the Convener. (Copies (a) and (b) attached.)	2 mins																										
7.	Committee Minutes Consider Minutes of the following Committees:- <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">(a) Peebles Common Good Fund</td> <td style="width: 50%;">23 November 2016</td> </tr> <tr> <td>(b) Tweeddale Area Forum</td> <td>23 November 2016</td> </tr> <tr> <td>(c) Berwickshire Area Forum</td> <td>1 December 2016</td> </tr> <tr> <td>(d) Cheviot Area Forum</td> <td>7 December 2016</td> </tr> <tr> <td>(e) Pension Fund Committee</td> <td>8 December 2016</td> </tr> <tr> <td>(f) Pension Board</td> <td>8 December 2016</td> </tr> <tr> <td>(g) Galashiels Common Good Fund</td> <td>8 December 2016</td> </tr> <tr> <td>(h) Eildon Area Forum</td> <td>8 December 2016</td> </tr> <tr> <td>(i) Teviot & Liddesdale Area Forum</td> <td>13 December 2016</td> </tr> <tr> <td>(j) Lauder Common Good Fund</td> <td>14 December 2016</td> </tr> <tr> <td>(k) Civic Government Licensing</td> <td>16 December 2016</td> </tr> <tr> <td>(l) Local Review Body</td> <td>19 December 2016</td> </tr> <tr> <td>(m) Planning & Building Standards</td> <td>9 January 2017</td> </tr> </table>	(a) Peebles Common Good Fund	23 November 2016	(b) Tweeddale Area Forum	23 November 2016	(c) Berwickshire Area Forum	1 December 2016	(d) Cheviot Area Forum	7 December 2016	(e) Pension Fund Committee	8 December 2016	(f) Pension Board	8 December 2016	(g) Galashiels Common Good Fund	8 December 2016	(h) Eildon Area Forum	8 December 2016	(i) Teviot & Liddesdale Area Forum	13 December 2016	(j) Lauder Common Good Fund	14 December 2016	(k) Civic Government Licensing	16 December 2016	(l) Local Review Body	19 December 2016	(m) Planning & Building Standards	9 January 2017	5 mins
(a) Peebles Common Good Fund	23 November 2016																											
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	<p>(n) Executive 17 January 2017 (o) Teviot & Liddesdale Area Forum 17 January 2017 (p) Civic Government Licensing 20 January 2017 (q) Local Review Body 23 January 2017 (r) Scrutiny 26 January 2017 (s) Innerleithen Common Good Fund 26 January 2017 (t) Executive 31 January 2017 (u) Jedburgh Common Good Fund 1 February 2017 (v) Kelso Common Good Fund 1 February 2017</p> <p>(Please see separate Supplement containing the public Committee Minutes.)</p>	
8.	<p>Committee Minute Recommendations (Pages 65 - 66)</p> <p>Consider the recommendations made by the following Committees:-</p> <p>Tweeddale Area Forum – 23 November 2016 Jedburgh Common Good Fund – 1 February 2017</p> <p>(Copy attached.)</p>	5 mins
9.	<p>Open Questions</p>	15 mins
10.	<p>Hawick Flood Protection Scheme (Pages 67 - 108)</p> <p>Consider report by Depute Chief Executive Place. (Copy attached.)</p>	15 mins
11.	<p>Council & Tenant Representation on the Board of Scottish Borders Housing Association (Pages 109 - 116)</p> <p>Consider report by Service Director Regulatory Services. (Copy attached.)</p>	10 mins
12.	<p>Trimontium Trust Funding</p> <p>Consider report by Depute Chief Executive People. (Copy to follow.)</p>	10 mins
13.	<p>Motion by Councillor Renton</p> <p>Consider motion by Councillor Renton in the following terms:-</p> <p>“After carefully considering the Findings of the Inquiry, and if those findings do not inhibit her from doing so, this Council asks that the Chief Executive seeks to work positively with all relevant parties to restore the Jim Clark Rally as quickly as possible.”</p>	5 mins
14.	<p>Any Other Items Previously Circulated</p>	
15.	<p>Any Other Items Which the Convener Decides Are Urgent</p>	
16.	<p>Private Business</p> <p>Before proceeding with the private business, the following motion should be approved:-</p> <p>“That under Section 50A(4) of the Local Government (Scotland) Act 1973 the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the relevant paragraphs of Part 1 of Schedule 7A to the aforementioned Act.”</p>	

17.	Minute (Pages 117 - 118) Consider private Section of Minute of Scottish Borders Council held on 22 December 2016. (Copy attached.)	1 mins
18.	Committee Minutes Consider private Sections of the Minutes of the following Committees:- (a) Pension Fund 8 December 2016 (b) Civic Government Licensing 16 December 2016 (c) Civic Government Licensing 20 January 2017 (Please see separate Supplement containing private Committee Minutes.)	1 mins
19.	Tweedside National Housing Trust 2011 Limited Liability Partnership (Pages 119 - 126) Consider report by Service Director Regulatory Services. (Copy attached.)	10 mins

NOTES

1. **Timings given above are only indicative and not intended to inhibit Members' discussions.**
2. **Members are reminded that, if they have a pecuniary or non-pecuniary interest in any item of business coming before the meeting, that interest should be declared prior to commencement of discussion on that item. Such declaration will be recorded in the Minute of the meeting.**

Please direct any enquiries to Louise McGeoch Tel 01835 825005
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SCOTTISH BORDERS COUNCIL

MINUTE of MEETING of the SCOTTISH BORDERS COUNCIL held in Council Headquarters, Newtown St. Boswells on 22 December 2016 at 10.00 a.m.

Present:- Councillors G. Garvie (Convener), S. Aitchison, W. Archibald, M. Ballantyne, S. Bell, C. Bhatia, J. Brown, J. Campbell, K. Cockburn, M. Cook, G. Edgar, V. Davidson (from paragraph 2), J. Fullarton, I. Gillespie, J. Greenwell, B. Herd, G. Logan, W. McAteer, S. Marshall, J. Mitchell, D. Moffat, S. Mountford, A. Nicol, D. Parker, D. Paterson, F. Renton, S. Scott, R. Smith, R. Stewart, J. Torrance, G. Turnbull, T. Weatherston, B. White.

Apology:- Councillor A. Cranston.

In Attendance:- Chief Executive, Depute Chief Executive (People), Depute Chief Executive (Place), Corporate Transformation and Services Director, Service Director Assets and Infrastructure, Service Director Neighbourhood Services, Service Director Regulatory Services, Chief Financial Officer, Clerk to the Council.

1. **CONVENER'S REMARKS**

The Convener advised that the Council had received a silver award from the Armed Forces Covenant Scheme as part of its Employer Recognition Scheme for the assistance provided to veterans.

DECISION NOTED.

2. **SCOTRAIL PRESENTATION**

The Convener welcomed James Ledgerwood and Lindley Kirkpatrick from Scotrail to the meeting to give Members a presentation on the first year of the Borders Railway and the plans for the future. Mr Ledgerwood, Scotrail Head of Economic Development, outlined the Scotrail vision which in its first year had 130 commitments to make the railways in Scotland the best they had ever been and included investment of £475m. The "Borders Line" was identified as a brand and a tourism manager had been appointed. Passenger numbers had been 7 times greater at Tweedbank and 3 times greater at Galashiels and Stow than had been forecast and there were a high number of students using the line to come down from Midlothian to college in Galashiels. The steam train journeys over the summer had attracted 5,500 passengers. In terms of performance monitoring, trains arriving within the specified arrival time limits were currently at 89% with an annual average of 85%. He outlined the reasons for delays which included severe weather, axle counter issues, Class 158 radiators and operational staffing. Improvement plans were prepared to meet these problems and future investment included additional services and extra carriages. New station facilities would be opened at Tweedbank in January 2017. Mr Ledgerwood answered Members' questions on a number of issues including smart ticketing, the need for new rolling stock, tourist related activities, co-ordination with bus services, the potential extension of the line, and improved options via ticket machines. The Convener thanked them for their presentation.

3. **MINUTE**

The Minute of the Meeting held on 10 November 2016 was considered.

DECISION

AGREED that the Minute be approved and signed by the Convener.

4. **COMMITTEE MINUTES**

The Minutes of the following Committees had been circulated:-

Scrutiny	27 October 2016
Innerleithen Common Good Fund	27 October 2016
Executive	1 November 2016
Standards	3 November 2016
Planning & Building Standards	7 November 2016
LLP Strategic Governance Group	8 November 2016
Audit & Risk	14 November 2016
Executive	15 November 2016
Hawick Common Good Fund	15 November 2016
Teviot & Liddesdale Area Forum	15 November 2016
Civic Government Licensing	18 November 2016
Local Review Body	21 November 2016
Peebles Common Good Fund	23 November 2016
Scrutiny	24 November 2016
Community Planning Strategic Board	24 November 2016
Executive	29 November 2016
Selkirk Common Good Fund	29 November 2016
Planning & Building Standards	5 December 2016
Jedburgh Common Good Fund	7 December 2016
Kelso Common Good Fund	7 December 2016

DECISION

APPROVED the Minutes listed above subject to paragraph 5 below.

5. **COMMITTEE RECOMMENDATIONS**

With reference to paragraph 7 of the Audit and Risk Committee Minute of 14 November 2016, Council was asked to approve a recommendation that the self-assessment checklist as detailed in Supplement 4 of the Accounts Commission 'Social Work in Scotland' report be issued to all Elected Members to raise their understanding of social work in the Council.

DECISION

AGREED that the self-assessment checklist be issued to all Elected Members.

6. With reference to paragraph 8 of the Audit and Risk Committee Minute of 14 November 2016, Council was asked to approve a recommendation relating to the approval of the Treasury Management Mid-Year report.

DECISION

NOTED that this report would be considered at the meeting as detailed at paragraph 12 below.

7. **OPEN QUESTIONS**

The questions submitted by Councillors Bell and Logan were answered.

DECISION

NOTED the replies as detailed in Appendix I to this Minute.

8. **REVENUE BUDGET 2017/18 PLANNING ASSUMPTIONS**

There had been circulated copies of a report by the Chief Financial Officer providing an initial assessment of the broad planning assumptions that should be followed in constructing the revenue plans for 2017/18 onwards following the publication of the Local Government Finance Settlement for 2017/18 on 15 December 2016. Now the Settlement had been received, the report updated the financial challenge facing the Council and set out a recommended approach to be followed balancing the budget. The report explained that reductions in the level of government grant totaled 4.08% next year which resulted in the

resources available to the Council being reduced by £8.28m when compared to 2016/17. The Corporate Management Team, in planning for the settlement, had been assuming a reduction in government grant in the range of 3.5% to 5% so the actual reduction of 4.08% was in the mid-range of these assumptions. Coupled with the reduction in Government grant, the Council would have to fund significant cost pressures next year that would require increases in the Council Tax estimated at 3%, increases in fees & charges and a significant programme of cost reductions to balance the budget and protect core services. In a late change to its previously published intentions, Scottish Government had now decided that income raised through changes to the Council Tax multiplier (bands E–H) to be introduced from 1 April 2017, would be retained by Councils to contribute to general fund expenditure. This change had significantly helped the underlying financial position and reduced the gap that would otherwise have been required to be funded by the Council. The £250m made available by Government in 2016/17 via the Health budget to fund the introduction of a Living Wage in the care sector had now been baselined. A further £107m had been provided by Government, again through the Health budget, to fund the full year effect of the Living Wage and further service developments. The Council's budget for 2017/18 was predicated on £5.3m of the £250m national fund being delegated by the Integration Joint Board (IJB) to fund the continuation of this initiative augmented by a pro rata £2.27m share of the £107m. Government had also made available £120m nationally to establish the Scottish Attainment Fund with £1.83m of specific grant to be allocated to the Borders for distribution to Head teachers. The report noted that 2017/18 would be the final year of the 5 year financial plan first commenced in 2013/14. The longer term corporate approach to the budget adopted by the current Administration would by the end of 2016/17 have delivered £26.87m of cost reduction savings. These significant reductions had ensured the Council had balanced its budget and delivered a small underspend in each year of the 5 year plan to date. Continuing the robust corporate approach to the budget in 2017/18 focussed on transforming Council services, investment in new technology to reduce costs, greater operational efficiency, new ways of working and the prioritisation of core Council services would be required. It was noted that further revisions may be required when the final budget was set in February 2017.

DECISION

NOTED the outcome of the local government settlement and the planning assumptions being made for the revenue budget for 2017/18.

9. COUNCIL TAX INCREASE 2017/18

There had been circulated copies of a report by the Chief Financial Officer providing information on the estimated impact of a 3% increase in Council tax in 2017/18 as initially proposed as part of the 5 year revenue plan published in February 2016. The report provided background information to the Council tax as well as details of the anticipated changes which the Scottish Government was proposing to the Council tax multiplier i.e. the relationship between band D, the average council tax, and bands E – H the most expensive bands. The effect of a 3% increase from April 2017 in the Council Tax bands A-H were shown alongside the effect of the government sponsored changes to the upper bands E-H. The Chief Financial Officer advised that the information in paragraph 4.2 of the report regarding the distribution of monies raised by the Council Tax multiplier was now out of date and that all money raised would come to the Council. Members discussed the proposal and agreed that there was no choice but to raise Council Tax levels but these increases must be constrained.

DECISION

AGREED to increase all Council tax bands A-H by 3% from 1 April 2017, noting that this increase would be in addition to legislative changes to the 2017 Council tax multiplier affecting bands E - H.

10. COUNCIL TAX - REMOVAL OF DISCOUNT FOR SECOND HOMES

There had been circulated copies of a report by the Service Director Neighbourhood Services summarising the new powers permitted by The Council Tax (Variation for Unoccupied Dwellings) (Scotland) Amendment Regulations 2016 which allowed the removal of the current

Council Tax discount on second homes and the potentially positive financial impact arising from implementing the change. The report outlined the background of the new discretionary powers and the current position within Scottish Borders Council regarding the discount applied to dwellings that are second homes. There were currently 1028 second homes within the Borders and if the removal of the 10% discount was approved, this would generate in the region of a further £114,000 in recurrent annual revenue.

DECISION

AGREED:-

- (a) to approve the removal of the 10% discount currently applied on domestic dwellings that met the second home property criteria; and**
- (b) that the change was implemented from 1 April 2017.**

11. FEES AND CHARGES 2017/18

There had been circulated copies of a report by the Chief Financial Officer on the proposed level of Fees and Charges for 2017/18. The report explained that for 2017/18 the fees and charges were based on approved 2016/17 charges plus an inflationary increase of at least 3% unless there was a business reason not to do so such as charges being set nationally or if the increase would have a negative effect on usage. A copy of the schedule of proposed 2017/18 fees and charges was contained in Appendix 1 to the report. Any changes would not be implemented until 1 April 2017. It was noted that charges were also benchmarked with other Councils. In response to a question from Councillor Stewart, the Chief Financial Officer undertook to review the Langlee Recycling Centre charges but did note that costs were lower than those of private companies because the items such as building sand were recycled.

DECISION

AGREED to approve the fees and charges schedule detailed in Appendix 1 to the report with effect from 1 April 2017, subject to any amendments required following the review of the Langlee Recycling Centre charges.

12. TREASURY MANAGEMENT MID-YEAR REPORT 2016/17

There had been circulated copies of a report by the Chief Financial Officer presenting the mid-year report of treasury management activities for 2016/17, in line with the requirements of the CIPFA Code of Practice, including Prudential and Treasury Management Indicators, and seeking approval for the revised Prudential and Treasury Management indicators. The report was required as part of the Council's treasury management control regime. It provided a mid-year report on the Council's treasury activity during the six month period to 30 September 2016 and demonstrated that Treasury activity in the first six months of 2016/17 had been undertaken in full compliance with the approved Treasury Strategy and Policy for the year. Appendix 1 to the report contained an analysis of the performance against the targets set in relation to Prudential and Treasury Management Indicators, and proposed approval of revised estimates of those indicators in light of the 2015/16 out-turn and experience in 2016/17 to date. It was noted that a new indicator had been included to show the Ratio of Financing Costs to Net Revenue including PPP financing and repayment costs.

DECISION

AGREED:-

- (a) to note that treasury management activity in the six months to 30 September 2016 was carried out in compliance with the approved Treasury Management Strategy and Policy; and**
- (b) the revised Prudential and Treasury Management indicators as detailed in Appendix 1 to the report.**

13. **GREAT TAPESTRY OF SCOTLAND**

With reference to paragraph 17 of the Minute of 29 September 2016, there had been circulated copies of a report by the Corporate Transformation and Services Director providing an update on the Borders Railway Blueprint Project to establish a permanent home for the Great Tapestry of Scotland (GTS) in the Scottish Borders. The previously favoured location was at Tweedbank; however, the potential now existed to locate the GTS in Galashiels bringing significant benefits to the town. Following further work, a Borders Railway Blueprint led due diligence process, and approval of funding from the Scottish Government, it was now recommended that approval be given to locate the GTS in Galashiels and for the project to proceed on that basis. The report detailed the work undertaken since September and the key conclusion of the due diligence process was that the Galashiels option had the potential to deliver a successful tourism and regeneration proposition in a way that the Tweedbank option did not. The Galashiels proposal provided the opportunity for additional education and community use that was not a feature of the Tweedbank proposal. Furthermore, the Galashiels site benefited from a significant degree of community support and was consistent with the Scottish Government's "Town Centre First" principle in relation to place-making and regeneration. The Group undertaking the due diligence process required that a further Supplementary Report (Annex 1 to the report) was prepared for consideration by the Blueprint Leadership Group. This supplementary Report underpinned the conclusion of the Due Diligence Group and drew together all the relevant information on which they based their decision. The Supplementary Report summarised the work since 1 September 2016, presented further Business Case Information for Galashiels and updated the comparison between Galashiels and Tweedbank. The Blueprint Leadership Group had considered the conclusion of the Due Diligence Group and the Supplementary Report and agreed to recommend to the Cabinet Secretary for Culture, Tourism and External Affairs that the £2.5Million of Blueprint funds held by the Scottish Government be approved for release. The Council was informed on 6 December 2016 that the Cabinet Secretary had approved the Galashiels proposal and release of the Scottish Government held Blueprint funding of £2.5m. The Director advised that recommendation (b) in the report be reworded to read "Agree the Project would be delivered in a single phase, combining new build and the old post office within a £6.7M total project cost". Members discussed the proposal in detail with views being divided on whether the project should progress.

VOTE

Councillor Parker, seconded by Councillor White, moved approval of the recommendations in the report, as amended.

Councillor McAteer, seconded by Councillor Marshall, moved as an amendment that the recommendation in the report be replaced with "that the Council acknowledge the considerable work completed by staff, consultants and key stakeholders including the Scottish Government and the Great Tapestry of Scotland Trustees in striving to bring the Great Tapestry of Scotland to the Borders and most recently Galashiels as the preferred choice location. However, the resultant severe financial commitment at this time of necessary restraint on the public purse coupled with evidenced lack of strong support from the Borders public make this project unacceptable and it should be terminated infinitum."

On a show of hands Members voted as follows:-

<i>Motion</i>	-	<i>25 votes</i>
<i>Amendment</i>	-	<i>7 votes</i>

The Motion was accordingly approved.

**DECISION
DECIDED:-**

- (a) to locate a permanent home for the Great Tapestry of Scotland in Galashiels at the site identified in the Feasibility Study as the Poundstretcher/Old Post Office Site;
- (b) the Project would be delivered in a single phase, combining new build and the old post office within a £6.7M total project cost;
- (c) to instruct the Chief Executive to proceed with the delivery of the project and agree that progress be reported to the Executive Committee through the normal capital monitoring process; and
- (d) the overarching governance arrangements proposed in paragraph 13 of the report be negotiated in detail between the parties and to instruct the Corporate Transformation & Services Director to bring forward a report to Executive Committee, in due course, to recommend the final detailed arrangements between the Council, Live Borders and the GTS Trustees.

MEMBER

Councillor Stewart left during consideration of the above item.

ADJOURNMENT

The meeting was adjourned at 1.15 p.m. for lunch and reconvened at 2.05 p.m.

MEMBERS

Councillors Cockburn and Marshall did not re-join the meeting after the break.

14. SOUTH OF SCOTLAND ENTERPRISE AND SKILLS REVIEW - UPDATE

With reference to paragraph 7 of the Executive Committee of 1 November 2016, there had been circulated copies of a report by the Corporate Transformation and Services Director providing an update on the outcome of Phase 1 of the Scottish Government's Enterprise and Skills Review and seeking agreement for Council's input to the Phase 2 report. It also provided a linked update on the progress towards a City Region Deal. The report explained that Phase 1 of the Scottish Government's Enterprise and Skills Review had been completed. The Phase 1 report highlighted the intention to create a new vehicle to meet the enterprise and skills needs of the South of Scotland. This would be accountable to a new Scotland-wide statutory board alongside the other enterprise and skills bodies. In order to guide the development of the new South of Scotland vehicle, Scottish Borders and Dumfries & Galloway Councils had developed a set of Guiding Principles. These had been submitted to Scottish Government as part of the informal discussions that were ongoing with government officials. Work to develop a response to Phase 2 of the Review was under way, with the Council working closely with Dumfries & Galloway Council and other key stakeholders. The Executive member for Economic Development welcomed the report for regional decision making which could go some way to countering geographical failure due to remoteness/rurality, and further commented on the opportunities this could provide for the Borders to develop and build community capacity and capability, along with a relentless focus on geography and place.

DECISION

AGREED:-

- (a) to note the positive outcome from Phase 1 of the Scottish Government Enterprise and Skills Review;
- (b) to note the strong collaboration on this issue between Scottish Borders and Dumfries & Galloway Councils;

- (c) **the guiding principles which should underpin the establishment of the new enterprise and skills vehicle for the South of Scotland, as detailed in the report;**
- (d) **that the Chief Executive engage with Scottish Government, the South of Scotland Alliance, and other key partners in order to develop a detailed proposal for a South of Scotland enterprise and skills vehicle; and**
- (e) **that the Chief Executive present progress reports to Council as appropriate.**

15. DRAFT SUPPLEMENTARY GUIDANCE AND DRAFT SIMPLIFIED PLANNING ZONE SCHEME, CENTRAL BORDERS BUSINESS PARK, TWEEDBANK

There had been circulated copies of a report by the Service Director Regulatory Services seeking approval of Draft Supplementary Guidance (SG) and a Draft Simplified Planning Zone (SPZ) Scheme relating to the Central Borders Business Park at Tweedbank, a copy of which was appended to the report, to be used as a basis for public consultation. The report explained that the purpose of the Supplementary Guidance was to provide a framework vision for the future development of the sites which were allocated within the Scottish Borders Local Development Plan 2016. The purpose of the Simplified Planning Zone was to enable development to take place without the need for planning consent, provided the development complied with development parameters and conditions. It would create an employment-led redevelopment, providing choice and quick delivery for businesses considering locating in this part of Scotland. Members welcomed this innovative scheme which would, if successful, be a pilot for other areas.

**DECISION
AGREED to:-**

- (a) **approve the Supplementary Guidance and Simplified Planning Zone Scheme as draft documents to be used as a basis for public consultation; and**
- (b) **receive a report back following the consultation for both the Draft Supplementary Guidance and Draft Simplified Planning Zone Scheme.**

16. DRAFT SUPPLEMENTARY GUIDANCE: RENEWABLE ENERGY

There had been circulated copies of a report by the Service Director Regulatory Services seeking approval of the draft Supplementary Guidance on Renewable Energy, a copy of which was appended to the report, as a basis for public consultation. The report explained that the Scottish Borders Council Local Development Plan (LDP) was adopted on 12 May 2016. As recommended by the Directorate for Planning and Environmental Appeals following the Examination of the LDP, the LDP required the Council to produce Supplementary Guidance (SG) on Renewable Energy. A draft SG had now been produced that provided planning guidance on a wide range of renewable technologies. Although wind energy was the main component part of the SG, reference was also given to a range of other types of renewable energy which were considered the most common and emerging types where useful guidance could be given. It was proposed that the draft SG be approved for public consultation for a period of 12 weeks. Following public consultation, a report would be brought back to a future meeting of the Scottish Borders Council to seek final agreement. Once agreed the SG would be referred to Scottish Ministers and on approval it would become part of the Development Plan. It was noted that presentations on the Draft SG would be made at each of the Area Forums.

**DECISION
AGREED to:-**

- (a) **approve the Draft Supplementary Guidance: Renewable Energy and its appendices as a basis for public consultation;**
- (b) **note the Environmental Report; and**

- (c) receive a further report following consultation for formal agreement of the Guidance.**

17. SESPLAN FINANCE RATIFICATION

There had been circulated copies of a report by the Service Director Regulatory Services seeking ratification of SESplan budget proposals for 2017/18. The report explained that the SESplan operating budget for 2017/18 was proposed to be set at £301,774, with each authority expected to contribute a maximum of £46,550. It was noted that the SESplan Joint Committee had agreed the budget in principle subject to a further report being presented to the Joint Committee in March 2017 identifying possible opportunities for budget savings.

DECISION

AGREED to:-

- (a) ratify the SESplan budget proposals for 2017/18; and**
- (b) note the SESplan Joint Committee's intention to consider a further report in March 2017 identifying possible opportunities for budget savings.**

18. ADDITIONAL SUPPORT NEEDS PROVISION IN EARLSTON

With reference to paragraph 4 of the Minute of the Executive of 24 May 2016, there had been circulated copies of a report by the Service Director Children and Young People seeking approval following the completion of the public consultation process, of the proposal to formally establish the new Additional Support Needs Build in Earlston as a School and the formal discontinuation of the spectrum classes at Wilton Primary School and St Ronan's Primary School. The report explained that following the decision of the Executive Committee in May the statutory and non-statutory consultations had now been completed. Through the non-statutory consultation fourteen suggestions were received for the name of the new Additional Support Needs School. From these suggestions Officers created a short list of three possible school names namely Leader Valley School, Leaderbank School and South Croft School. The short list of school names had been sent back out to the Consultees in order that they could vote by 14 December 2016 on which of these names should be adopted. Members were advised that Leader Valley School was the preferred name and this would be formally reported back to the Executive Committee in January 2017 for their final approval. The remainder of the report dealt with the proposals that were subject to the statutory consultation process. A consultation report, a copy of which was appended to the report, in respect of the proposals requiring Statutory Consultation had been prepared and published on 22 November 2016, advertised in the press and Consultees were written to and informed it had been published. All interested parties had been given until 14 December 2016 to raise concerns or pose alternative solutions. Members welcomed the report and the Depute Chief Executive People answered Members' questions and confirmed that the school would be open to children from all areas within the Scottish Borders and that the school had a capacity for 50 children although it was anticipated that around 20 to 22 children would be in the building at any one time. The Executive Member advised that there was room for further expansion on the site and urged all Members to visit.

DECISION

AGREED that:-

- (a) the new Additional Support Needs Build in Earlston be established as a School; and**
- (b) the spectrum support classes at Wilton Primary School and St. Ronan's Primary School be discontinued.**

19. **EDUCATION GOVERNANCE REVIEW - CONSULTATION RESPONSE**

There had been circulated copies of a report by the Service Director Children and Young People on the proposed consultation response to the Scottish Government's document 'Empowering Teachers, Parents and Communities To Achieve Excellence and Equity in Education – A Governance Review'. The report explained that in 2015 a Report entitled "Improving Schools in Scotland: An OECD Perspective" highlighted the many strengths in the Scottish education system. It also highlighted some of the challenges facing schools in achieving the vision of excellence and equity for all children and young people. In response to some of the recommendations in the report, the Scottish Government set out to seek the views from stakeholders on a range of matters. The governance review sought views on how the multi-levels of governance, ie Scottish Government, local government, national agencies and other bodies, were leading and supporting the delivery of education. The review also asked how funding could be made fairer and how teachers, support staff and school leaders could be best supported and empowered to improve the education and life chances of the children they educated and nurtured. The proposed response was appended to the report and an amended response to questions 8 and 9 was tabled at the meeting. Members welcomed the amended response and emphasised the need for collaboration.

DECISION

AGREED the consultation response from Scottish Borders Council regarding the Education Governance Review as detailed in Appendix 2 to the report and as amended at the meeting.

MEMBER

Councillor Aitchison left the meeting.

20. **RHYMERS TOWER TRUST, EARLSTON**

There had been circulated copies of a report by the Service Director Regulatory Services providing an update on the ownership of Rhymers Tower, Earlston, the actions required to re-establish the Rhymers Tower Trust, appointing new Trustees, and highlighting the land issues relating to the Tower. The report explained that Rhymers Tower was disposed in favour of Rhymers Tower Trustees in 1966. The Trustees, and their successors in office, were Trustees *ex officio* i.e. they were Trustees due to the position/offices they held at that time. The Trust was resurrected in November 1994 by Ettrick and Lauderdale District Council in terms of Section 223 of the Local Government (Scotland) Act 1973, but it was not clear what had happened to the Trust since the late 1990s. It would appear that currently no Trustees had been appointed. The deed transferring the Tower to the Trustees stated that access to the Tower was via the Turnpike Road. This access route appeared to have been built over with no action taken at the time by the Trustees. It also appeared that part of the land had been incorporated into the garden ground, with fish pond, of the neighbouring Café/Restaurant. It was therefore proposed that, in order to ensure that the Tower remained in the ownership of the Trust and was able to be managed by the Trust, Scottish Borders Council now appoint the three local ward members as Trustees, *ex officio*. Members supported this way forward. Councillor Parker advised that members of "The Friends of Thomas the Rhymer" would also be appointed to the Trust to ensure the future maintenance of the Tower.

DECISION

AGREED to:-

- (a) **to revive the Trust by appointing local Ward members from Leaderdale and Melrose in terms of the Trust provisions, as new Trustees;**
- (b) **note that once the Trust had been revived the Trustees could appoint others as Trustees and were perhaps likely to do so; and**
- (c) **note that the Trustees may wish to address the land and access issues identified within the Report.**

MEMBERS

Councillors Ballantyne and Mountford left the meeting during consideration of the above item.

21. A7 ACTION GROUP MEMBERSHIP

It was noted that Councillor Marshall had resigned from the A7 Action Group. Councillor Parker, seconded by Councillor Smith, moved that Councillor Paterson be appointed and this was unanimously agreed.

DECISION

AGREED that Councillor Paterson be appointed to the A7 Action Group.

22. DRAFT CALENDAR OF MEETINGS 2017/18

There had been circulated copies of the draft Calendar of Meetings for the period August 2017 to July 2018.

DECISION

AGREED to approve the Calendar of Meetings as contained in Appendix II to this Minute.

23. PRIVATE BUSINESS

DECISION

AGREED under Section 50A(4) of the Local Government (Scotland) Act 1973 to exclude the public from the meeting during consideration of the business detailed in Appendix III to this Minute on the grounds that it involved the likely disclosure of exempt information as defined in Paragraphs 1, 6, 8 and 9 of Part I of Schedule 7A to the Act.

SUMMARY OF PRIVATE BUSINESS

24. Minute

The private section of the Council Minute of 10 November 2016 was approved.

25. Committee Minutes

The private sections of the Committee Minutes as detailed in paragraph 4 of this Minute were approved.

26. Hawick Action Plan

Members approved a report by the Corporate Transformation and Services Director to progress the work on the Hawick Action Plan.

27. Land at Wyndhead Farm, Lauder

Members approved a report by the Depute Chief Executive People on the disposal of land at Wyndhead Farm, Lauder.

The meeting concluded at 3.15 p.m.

SCOTTISH BORDERS COUNCIL
22 DECEMBER 2016
APPENDIX I

Question from Councillor Bell

To The Executive Member for Roads and Infrastructure

While welcoming the settlement between Scottish Borders Council and the owners of the Glen Hotel in Selkirk that has resulted in work beginning to restore the dispute wall in Yarrow Terrace, can I draw your attention to a similar problem in Walkerburn.

At 34 – 41 Galashiels Road a retaining wall has not been repaired since it was damaged by an accident over 3 years ago. It could be argued that as this wall holds up the Council's road, the A72, it is the Council's responsibility to repair and restore it.

When will the Council either repair this wall or constructively engage in mediation or arbitration to settle responsibility for repairing the wall?

Reply from Councillor Edgar

It is officers' view that the Council is not responsible for the maintenance of this wall, as in terms of the Roads (Scotland) Act 1984, the responsibility for maintaining and repairing retaining walls which support adopted roadways, falls to the owners of the particular wall. Ownership of this wall, and therefore, legal responsibility for repairing it, lies with the owners of the adjacent properties.

This responsibility is denied by the homeowners, who, through their insurers, have instructed solicitors to act in this matter. Officers have been in discussion with these solicitors for more than a year and as part of that discussion, the matter of instructing an independent third party to settle the dispute has been raised. Council officers have offered to refer this matter to a third party expert for independent resolution but this offer has so far not been taken up.

Council officers continue to monitor the state of the wall, and as a result of a review of the most recent inspection reports from the Council's Senior Structural Engineer, it is proposed that the Council's Asset Management section commence the design of the repair/replacement solution to the damaged wall in the New Year. This in turn will allow an estimate for the repair/replacement to be determined.

On completion of the design and estimation process, the Council will commence the legal process to have the wall repaired/replaced by the owners of the wall, as provided for in the 1984 Act.

Supplementary

Councillor Bell advised that while the Insurers were prepared to pay for a like for like replacement the Council were asking for a higher standard of repair. He asked that Councillor Edgar manage a discussion to allow for a pragmatic and practical arrangement to resolve this with the owners. Councillor Edgar advised that there was no indication that extra works were required and that until a full assessment was carried out in the New Year the full costs would not be known.

Question from Councillor Logan

To Executive Member for Planning and Environment

What are the marketing plans for Sunnybrae Lodge, Walkerburn?

Reply from Councillor Smith

I can confirm that the Council are currently in the process of acquiring a small additional piece of land adjoining the property. It is hoped that this will be concluded early in the New Year. As soon as this land is acquired we will be making arrangements to have the property placed on the open market through our selling agents.

Supplementary

Councillor Logan asked on behalf of the elderly resident of the adjoining property that the damage to the access road caused by the previous contractor be repaired as it was preventing her leaving the house. It was confirmed that this matter would be investigated.

SCOTTISH BORDERS COUNCIL
22 DECEMBER 2016
APPENDIX II
CALENDAR OF MEETINGS
AUGUST 2017 - JULY 2018

Aug-17				
MON (SH)	31	JUL		
TUES (SH)	1	AUG		
WED (SH)	2	AUG		
THUR (SH)	3	AUG		
FRI (SH)	4	AUG		
SAT	5	AUG		
SUN	6	AUG		
MON (SH)	7	AUG	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES (SH)	8	AUG		
WED (SH)	9	AUG		
THUR (SH)	10	AUG		
FRI (SH)	11	AUG		
SAT	12	AUG		
SUN	13	AUG		
MON (SH)	14	AUG	TRADING OPERATIONS SUB-COMMITTEE	10.00 a.m.
TUES	15	AUG	EXECUTIVE COMMITTEE (FINANCE/PERFORMANCE/TRANSFORMATION)	10.00 a.m.
TUES	15	AUG	HAWICK CGF SUB-COMMITTEE	4.00 p.m.
TUES	15	AUG	TEVIOT & LIDDESDALE AREA FORUM	6.30 p.m.
WED	16	AUG		
THUR	17	AUG	SCRUTINY COMMITTEE	10.00 a.m.
THUR	17	AUG	INNERLEITHEN CGF SUB-COMMITTEE	3.00 p.m.
FRI	18	AUG	LICENSING BOARD	10.00 a.m.
FRI	18	AUG	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	19	AUG		
SUN	20	AUG		
MON	21	AUG	LOCAL REVIEW BODY	10.00 a.m.
MON	21	AUG	PENSION FUND INVESTMENT & PERFORMANCE SUB	10.00 a.m.
TUES	22	AUG		
WED	23	AUG		
THUR	24	AUG	SCOTTISH BORDERS COUNCIL	10.00 a.m.
FRI	25	AUG	POLICE, FIRE & RESCUE AND SAFER COMMUNITIES BOARD	9.30 a.m.
SAT	26	AUG		
SUN	27	AUG		
MON	28	AUG		
TUES	29	AUG	SELKIRK CGF SUB-COMMITTEE	3.00 p.m.
WED	30	AUG	PEEBLES CGF SUB-COMMITTEE	5.00 p.m.
WED	30	AUG	TWEEDDALE AREA FORUM	6.30 p.m.
THUR	31	AUG	EDUCATION PERFORMANCE SUB-COMMITTEE	10.00 a.m.
THUR	31	AUG	EMPLOYEE COUNCIL	3.00 p.m.
Sep-17				
FRI	1	SEP		
SAT	2	SEP		

SUN	3	SEP		
MON	4	SEP	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	5	SEP	EXECUTIVE COMMITTEE (EDUCATION)	10.00 a.m.
WED	6	SEP		
THUR	7	SEP	COMMUNITY PLANNING STRATEGIC BOARD	2.00 p.m.
THUR	7	SEP	DUNS CGF SUB-COMMITTEE	5.00 p.m.
THUR	7	SEP	BERWICKSHIRE AREA FORUM	6.30 p.m.
FRI	8	SEP		
SAT	9	SEP		
SUN	10	SEP		
MON	11	SEP		
TUES	12	SEP	PETITIONS & DEPUTATIONS COMMITTEE	10.00 a.m.
WED	13	SEP	JEDBURGH CGF SUB-COMMITTEE	4.30 p.m.
WED	13	SEP	KELSO CGF SUB-COMMITTEE	5.30 p.m.
WED	13	SEP	CHEVIOT AREA FORUM	6.30 p.m.
THUR	14	SEP	PENSION FUND COMMITTEE/PENSION BOARD	10.00 a.m.
THUR	14	SEP	GALASHIELS CGF SUB-COMMITTEE	4.30 p.m.
THUR	14	SEP	EILDON AREA FORUM	6.30 p.m.
FRI	15	SEP		
SAT	16	SEP		
SUN	17	SEP		
MON	18	SEP	LOCAL REVIEW BODY	10.00 a.m.
TUES	19	SEP	EXECUTIVE COMMITTEE (ECONOMIC DEVELOPMENT)	10.00 a.m.
TUES	19	SEP	LLP STRATEGIC GOVERNANCE GROUP	2.00 p.m.
TUES	19	SEP	TEVIOT & LIDDESDALE AREA FORUM	6.30 p.m.
WED	20	SEP	JCG: TEACHERS	2.00 p.m.
THUR	21	SEP	SCRUTINY COMMITTEE	10.00 a.m.
FRI	22	SEP	LICENSING BOARD	10.00 a.m.
FRI	22	SEP	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	23	SEP		
SUN	24	SEP		
MON	25	SEP	AUDIT & RISK COMMITTEE	10.15 a.m.
TUES	26	SEP		
TUES	26	SEP	LAUDER CGF SUB-COMMITTEE	2.00 p.m.
TUES	26	SEP	WILLIAM HILL TRUST SUB-COMMITTEE	3.30 p.m.
WED	27	SEP		
THUR	28	SEP	SCOTTISH BORDERS COUNCIL	10.00 a.m.
FRI	29	SEP		
SAT	30	SEP		
Oct-17				
SUN	1	OCT		
MON	2	OCT	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	3	OCT	EXECUTIVE COMMITTEE	10.00 a.m.
TUES	3	OCT	LOCAL LICENSING FORUM	4.00 p.m.
WED	4	OCT		
THUR	5	OCT		
FRI	6	OCT		
SAT	7	OCT		
SUN	8	OCT		

MON (SH)	9	OCT		
TUES (SH)	10	OCT	-	-
WED (SH)	11	OCT		
THUR (SH)	12	OCT		
FRI (SH)	13	OCT		
SAT	14	OCT		
SUN	15	OCT		
MON	16	OCT	LOCAL REVIEW BODY	10.00 a.m.
TUES	17	OCT	EXECUTIVE COMMITTEE (EDUCATION)	10.00 a.m.
WED	18	OCT	JCG: STAFF	10.00 a.m.
THUR	19	OCT		
FRI	20	OCT	LICENSING BOARD	10.00 a.m.
FRI	20	OCT	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	21	OCT		
SUN	22	OCT		
MON	23	OCT		
TUES	24	OCT		
WED	25	OCT		
THUR	26	OCT	SCRUTINY COMMITTEE	10.00 a.m.
FRI	27	OCT		
SAT	28	OCT		
SUN	29	OCT		
MON	30	OCT	TRADING OPERATIONS SUB-COMMITTEE	10.00 a.m.
TUES	31	OCT	EXECUTIVE COMMITTEE (ECONOMIC DEVELOPMENT)	10.00 a.m.
Nov-17				
WED	1	NOV		
THUR	2	NOV	STANDARDS COMMITTEE	10.00 a.m.
THUR	2	NOV	INNERLEITHEN CGF SUB-COMMITTEE	3.00 p.m.
FRI	3	NOV		
SAT	4	NOV		
SUN	5	NOV		
MON	6	NOV	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	7	NOV	LLP STRATEGIC GOVERNANCE GROUP	2.00 p.m.
WED	8	NOV		
THUR (SH)	9	NOV	SCOTTISH BORDERS COUNCIL	10.00 a.m.
FRI (SH)	10	NOV	POLICE, FIRE & RESCUE AND SAFER COMMUNITIES BOARD	9.30 a.m.
SAT	11	NOV		
SUN	12	NOV		
MON	13	NOV	AUDIT & RISK COMMITTEE	10.15 a.m.
TUES	14	NOV	EXECUTIVE COMMITTEE (FINANCE/PERFORMANCE/TRANSFORMATION)	10.00 a.m.
TUES	14	NOV	HAWICK CGF SUB-COMMITTEE	4.00 p.m.
TUES	14	NOV	TEVIOT & LIDDESDALE AREA FORUM	6.30 p.m.
WED	15	NOV		
THUR	16	NOV		
FRI	17	NOV	LICENSING BOARD	10.00 a.m.
FRI	17	NOV	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	18	NOV		

SUN	19	NOV		
MON	20	NOV	LOCAL REVIEW BODY	10.00 a.m.
TUES	21	NOV		
WED	22	NOV		
THUR	23	NOV	EDUCATION PERFORMANCE SUB-CTEE	2.00 p.m.
THUR	23	NOV	COMMUNITY PLANNING STRATEGIC BOARD	2.00 p.m.
FRI	24	NOV		
SAT	25	NOV		
SUN	26	NOV		
MON	27	NOV	ST ANDREWS DAY HOLIDAY	
TUES	28	NOV	PETITIONS & DEPUTATIONS COMMITTEE	10.00 a.m.
TUES	28	NOV	SELKIRK CGF SUB-CTEE	3.00 p.m.
WED	29	NOV	PEEBLES CGF SUB-COMMITTEE	5.00 p.m.
WED	29	NOV	TWEEDDALE AREA FORUM	6.30 p.m.
THUR	30	NOV	SCRUTINY COMMITTEE	10.00 a.m.
THUR	30	NOV	EMPLOYEE COUNCIL	3.00 p.m.
THUR	30	NOV	BERWICKSHIRE AREA FORUM	6.30 p.m.
Dec-17				
FRI	1	DEC	-	-
SAT	2	DEC		
SUN	3	DEC		
MON	4	DEC	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	5	DEC	EXECUTIVE COMMITTEE	10.00 a.m.
WED	6	DEC	JOINT MEETING LICENSING BOARD/LLF	4.00 p.m.
WED	6	DEC	JEDBURGH CGF SUB-COMMITTEE	4.30 p.m.
WED	6	DEC	KELSO CGF SUB-COMMITTEE	5.30 p.m.
WED	6	DEC	CHEVIOT AREA FORUM	6.30 p.m.
THUR	7	DEC	PENSION FUND COMMITTEE/PENSION BOARD	10.00 a.m.
THUR	7	DEC	GALASHIELS CGF SUB-COMMITTEE	4.30 p.m.
THUR	7	DEC	EILDON AREA FORUM	6.30 p.m.
FRI	8	DEC		
SAT	9	DEC		
SUN	10	DEC		
MON	11	DEC		
TUES	12	DEC	LAUDER COMMON GOOD FUND SUB-COMMITTEE	2.00 p.m.
TUES	12	DEC	TEVIOT & LIDDESDALE AREA FORUM	6.30 p.m.
WED	13	DEC		
THUR	14	DEC	SCOTTISH BORDERS COUNCIL	10.00 a.m.
FRI	15	DEC	LICENSING BOARD	10.00 a.m.
FRI	15	DEC	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	16	DEC		
SUN	17	DEC		
MON	18	DEC	LOCAL REVIEW BODY	10.00 a.m.
TUES	19	DEC		
WED	20	DEC		
THUR	21	DEC		
FRI (SH)	22	DEC		
SAT	23	DEC		
SUN	24	DEC		

MON (SH)	25	DEC	HOLIDAY	
TUES (SH)	26	DEC	HOLIDAY	
WED (SH)	27	DEC	HOLIDAY	
THUR (SH)	28	DEC	HOLIDAY	
FRI (SH)	29	DEC	HOLIDAY	
SAT	30	DEC		
SUN	31	DEC		
Jan-18				
MON (SH)	1	JAN	HOLIDAY	
TUES (SH)	2	JAN	HOLIDAY	
WED (SH)	3	JAN		
THUR (SH)	4	JAN		
FRI (SH)	5	JAN		
SAT	6	JAN		
SUN	7	JAN		
MON	8	JAN	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	9	JAN		
WED	10	JAN		
THUR	11	JAN		
FRI	12	JAN		
SAT	13	JAN		
SUN	14	JAN		
MON	15	JAN	AUDIT & RISK COMMITTEE	10.15 a.m.
TUES	16	JAN	EXECUTIVE COMMITTEE (EDUCATION)	10.00 a.m.
TUES	16	JAN	TEVIOT & LIDDESDALE AREA FORUM	6.30 p.m.
WED	17	JAN		
THUR	18	JAN		
FRI	19	JAN	LICENSING BOARD	10.00 a.m.
FRI	19	JAN	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	20	JAN		
SUN	21	JAN		
MON	22	JAN	LOCAL REVIEW BODY	10.00 a.m.
TUES	23	JAN	LOCAL LICENSING FORUM	4.00 p.m.
WED	24	JAN	JCG: STAFF	10.00 a.m.
THUR	25	JAN	SCRUTINY COMMITTEE	10.00 a.m.
FRI	26	JAN		
SAT	27	JAN		
SUN	28	JAN		
MON	29	JAN	TRADING OPERATIONS SUB-COMMITTEE	10.00 a.m.
TUES	30	JAN	EXECUTIVE COMMITTEE (ECONOMIC DEVELOPMENT)	10.00 a.m.
WED	31	JAN		
Feb-18				
THUR	1	FEB	INNERLEITHEN CGF SUB-COMMITTEE	3.00 p.m.
FRI	2	FEB		
SAT	3	FEB		
SUN	4	FEB		
MON	5	FEB	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	6	FEB		

WED	7	FEB	JEDBURGH CGF SUB-COMMITTEE	4.30 p.m.
WED	7	FEB	KELSO CGF SUB-COMMITTEE	5.30 p.m.
WED	7	FEB	CHEVIOT AREA FORUM	6.30 p.m.
THUR	8	FEB	SCOTTISH BORDERS COUNCIL (SPECIAL)	10.00 a.m.
FRI	9	FEB	POLICE, FIRE & RESCUE AND SAFER COMMUNITIES BOARD	9.30 a.m.
SAT	10	FEB		
SUN	11	FEB		
MON	12	FEB		10.00 a.m.
TUES	13	FEB	EXECUTIVE COMMITTEE (FINANCE/PERFORMANCE/TRANSFORMATION)	10.00 a.m.
WED	14	FEB	SELKIRK CGF SUB-COMMITTEE	3.00 p.m.
THUR	15	FEB	SCRUTINY COMMITTEE	10.00 a.m.
FRI	16	FEB	LICENSING BOARD	10.00 a.m.
FRI	16	FEB	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	17	FEB		
SUN	18	FEB		
MON	19	FEB	LOCAL REVIEW BODY	-
TUES	20	FEB	LAUDER COMMON GOOD FUND SUB-COMMITTEE	2.00 p.m.
TUES	20	FEB	HAWICK COMMON GOOD FUND SUB-COMMITTEE	4.00 p.m.
TUES	20	FEB	TEVIOT & LIDDESDALE AREA FORUM	6.30 p.m.
WED	21	FEB	JCG: TEACHERS	2.00 p.m.
THUR	22	FEB	SCOTTISH BORDERS COUNCIL	10.00 a.m.
FRI	23	FEB		
SAT	24	FEB		
SUN	25	FEB		
MON	26	FEB	PENSION FUND INVESTMENT & PERFORMANCE SUB	10.00 a.m.
TUES	27	FEB	EXECUTIVE COMMITTEE (EDUCATION)	10.00 a.m.
WED	28	FEB	PEEBLES COMMON GOOD FUND SUB-COMMITTEE	5.00 p.m.
WED	28	FEB	TWEEDDALE AREA FORUM	6.30 p.m.
Mar-18				
THUR	1	MAR	COMMUNITY PLANNING STRATEGIC BOARD	2.00 p.m.
THUR	1	MAR	BERWICKSHIRE AREA FORUM	6.30 p.m.
FRI	2	MAR		
SAT	3	MAR		
SUN	4	MAR		
MON	5	MAR	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	6	MAR	PETITIONS & DEPUTATIONS COMMITTEE	10.00 a.m.
TUES	6	MAR	LLP STRATEGIC GOVERNANCE GROUP	2.00 p.m.
WED	7	MAR		
THUR	8	MAR	PENSION FUND COMMITTEE/PENSION BOARD	10.00 a.m.
THUR	8	MAR	EDUCATION PERFORMANCE SUB-COMMITTEE	10.00 a.m.
THUR	8	MAR	EMPLOYEE COUNCIL	3.00 p.m.
THUR	8	MAR	GALASHIELS CGF SUB-COMMITTEE	4.30 p.m.
THUR	8	MAR	EILDON AREA FORUM	6.30 p.m.
FRI	9	MAR		
SAT	10	MAR		
SUN	11	MAR		
MON	12	MAR	LOCAL REVIEW BODY	10.00 a.m.

TUES	13	MAR	EXECUTIVE COMMITTEE (FINANCE/PERFORMANCE/TRANSFORMATION)	10.00 a.m.
WED	14	MAR		
THUR	15	MAR		
FRI	16	MAR		
SAT	17	MAR		
SUN	18	MAR		
MON	19	MAR	AUDIT & RISK COMMITTEE	10.15 a.m.
TUES	20	MAR	TEVIOT & LIDDESDALE AREA FORUM	6.30 p.m.
TUES	20	MAR	LOCAL LICENSING FORUM	4.00 p.m.
WED	21	MAR		
THUR	22	MAR	SCRUTINY COMMITTEE	10.00 a.m.
FRI	23	MAR	LICENSING BOARD	10.00 a.m.
FRI	23	MAR	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	24	MAR		
SUN	25	MAR		
MON	26	MAR	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	27	MAR		
WED	28	MAR	CHEVIOT AREA FORUM	6.30 p.m.
THUR	29	MAR	SCOTTISH BORDERS COUNCIL	10.00 a.m.
FRI (SH)	30	MAR		
SAT	31	MAR		
Apr-18				
SUN	1	APR		
MON(SH)	2	APR		
TUES(SH)	3	APR		
WED(SH)	4	APR		
THUR(SH)	5	APR		
FRI(SH)	6	APR		
SAT	7	APR		
SUN	8	APR		
MON (SH)	9	APR		
TUES (SH)	10	APR		
WED (SH)	11	APR		
THUR (SH)	12	APR		
FRI (SH)	13	APR		
SAT	14	APR		
SUN	15	APR		
MON	16	APR	LOCAL REVIEW BODY	10.00 a.m.
TUES	17	APR	EXECUTIVE COMMITTEE (ECONOMIC DEVELOPMENT)	10.00 a.m.
TUES	17	APR	TEVIOT & LIDDESDALE AREA FORUM	6.30 p.m.
WED	18	APR		
THUR	19	APR		
FRI	20	APR	LICENSING BOARD	10.00 a.m.
FRI	20	APR	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	21	APR		
SUN	22	APR		
MON	23	APR		

TUES	24	APR		
WED	25	APR		
THUR	26	APR	SCRUTINY COMMITTEE	10.00 a.m.
FRI	27	APR		
SAT	28	APR		
SUN	29	APR		
MON	30	APR	PLANNING AND BUILDING STANDARDS	10.00 a.m.
May-18				
TUES	1	MAY	EXECUTIVE COMMITTEE (EDUCATION)	10.00 a.m.
WED	2	MAY		
THUR	3	MAY		
FRI (SH)	4	MAY		
SAT	5	MAY		
SUN	6	MAY		
MON (SH)	7	MAY	MAY DAY HOLIDAY	
TUES	8	MAY		
WED	9	MAY		
THUR	10	MAY	GALASHIELS CGF SUB-COMMITTEE	4.30 p.m.
THUR	10	MAY	EILDON AREA FORUM	6.30 p.m.
FRI	11	MAY		
SAT	12	MAY		
SUN	13	MAY		
MON	14	MAY	AUDIT & RISK COMMITTEE	10.15 a.m.
TUES	15	MAY	HAWICK COMMON GOOD FUND SUB-COMMITTEE	4.00 p.m.
TUES	15	MAY	TEVIOT & LIDDESDALE AREA FORUM	6.30 p.m.
WED	16	MAY	SCOTTISH BORDERS COUNCIL	10.00 a.m.
THUR	17	MAY		
FRI	18	MAY	POLICE, FIRE & RESCUE AND SAFER COMMUNITIES BOARD	9.30 a.m.
SAT	19	MAY		
SUN	20	MAY		
MON	21	MAY	LOCAL REVIEW BODY	10.00 a.m.
TUES	22	MAY	EXECUTIVE COMMITTEE	10.00 a.m.
WED	23	MAY		
THUR	24	MAY		
FRI	25	MAY	LICENSING BOARD	10.00 a.m.
FRI	25	MAY	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	26	MAY		
SUN	27	MAY		
MON	28	MAY		
TUES	29	MAY		
WED	30	MAY	PEEBLES COMMON GOOD FUND SUB-COMMITTEE	5.00 p.m.
WED	30	MAY	TWEEDDALE AREA FORUM	6.30 p.m.
THUR	31	MAY	SCRUTINY COMMITTEE	10.00 a.m.
THUR	31	MAY	INNERLEITHEN CGF SUB-COMMITTEE	3.00 p.m.
THUR	31	MAY	EMPLOYEE COUNCIL	3.00 p.m.
Jun-18				
FRI	1	JUN		
SAT	2	JUN		

SUN	3	JUN		
MON	4	JUN	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	5	JUN	EXECUTIVE COMMITTEE (FINANCE/PERFORMANCE/TRANSFORMATION)	
TUES	5	JUN	LLP STRATEGIC GOVERNANCE GROUP	2.00 p.m.
WED	6	JUN	JCG: TEACHERS	2.00 p.m.
WED	6	JUN	KELSO CGF SUB-COMMITTEE	4.30 p.m.
WED	6	JUN	JEDBURGH CGF SUB-COMMITTEE	5.30 p.m.
WED	6	JUN	CHEVIOT AREA FORUM	6.30 p.m.
THUR	7	JUN	EDUCATION PERFORMANCE SUB-COMMITTEE	10.00 a.m.
THUR	7	JUN	BERWICKSHIRE AREA FORUM	6.30 p.m.
FRI	8	JUN		
SAT	9	JUN		
SUN	10	JUN		
MON	11	JUN	TRADING OPERATIONS SUB-COMMITTEE	10.00 a.m.
TUES	12	JUN	PETITIONS & DEPUTATIONS COMMITTEE	10.00 a.m.
TUES	12	JUN	LOCAL LICENSING FORUM	4.00 p.m.
WED	13	JUN	JCG: STAFF	10.00 a.m.
WED	13	JUN	SELKIRK CGF SUB-COMMITTEE	3.00 p.m.
THUR	14	JUN	SCRUTINY COMMITTEE	10.00 a.m.
THUR	14	JUN	PENSION FUND COMMITTEE	10.00 a.m.
THUR	14	JUN	COMMUNITY PLANNING STRATEGIC BOARD	2.00 p.m.
FRI	15	JUN		
SAT	16	JUN		
SUN	17	JUN		
MON	18	JUN	LOCAL REVIEW BODY	10.00 a.m.
TUES	19	JUN	EXECUTIVE COMMITTEE (EDUCATION)	10.00 a.m.
TUES	19	JUN	LAUDER COMMON GOOD FUND SUB-COMMITTEE	4.00 p.m.
TUES	19	JUN	TEVIOT & LIDDESDALE AREA FORUM	6.30 p.m.
WED	20	JUN		
THUR	21	JUN		
FRI	22	JUN	LICENSING BOARD	10.00 a.m.
FRI	22	JUN	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	23	JUN		
SUN	24	JUN		
MON	25	JUN	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	26	JUN	AUDIT & RISK COMMITTEE	10.15 a.m.
WED	27	JUN	SCOTTISH BORDERS COUNCIL	10.00 a.m.
THUR (SH)	28	JUN		
FRI (SH)	29	JUN		
SAT	30	JUN		
Jul-18				
SUN	1	JUL		
MON (SH)	2	JUL		
TUES (SH)	3	JUL		
WED (SH)	4	JUL		
THUR (SH)	5	JUL		
FRI (SH)	6	JUL		
SAT	2	JUN		

SUN	3	JUN		
MON (SH)	9	JUL		
TUES (SH)	10	JUL		
WED (SH)	11	JUL		
THUR (SH)	12	JUL		
FRI (SH)	13	JUL		
SAT	14	JUL		
SUN	15	JUL		
MON (SH)	16	JUL	LOCAL REVIEW BODY	10.00 a.m.
TUES (SH)	17	JUL		
WED (SH)	18	JUL		
THUR (SH)	19	JUL		
FRI (SH)	20	JUL	LICENSING BOARD	10.00 a.m.
FRI (SH)	20	JUL	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	21	JUL		
SUN	22	JUL		
MON (SH)	23	JUL		
TUES (SH)	24	JUL		
WED (SH)	25	JUL		
THUR (SH)	26	JUL		
FRI (SH)	27	JUL		

(SH) School Holiday

SCOTTISH BORDERS COUNCIL

MINUTE of SPECIAL MEETING of the
SCOTTISH BORDERS COUNCIL held in
Council Headquarters, Newtown St. Boswells
on 9 February 2017 at 10.00 a.m.

Present:- Councillors G. Garvie (Convener), S. Aitchison, W. Archibald, M. Ballantyne, S. Bell, C. Bhatia, J. Brown, J. Campbell, K. Cockburn, M. Cook, A. Cranston, G. Edgar, V. Davidson, J. Fullarton, I. Gillespie, J. Greenwell, B. Herd, G. Logan, W. McAteer, S. Marshall, J. Mitchell, S. Mountford, A. Nicol, D. Parker, D. Paterson, F. Renton, R. Smith, R. Stewart, J. Torrance, G. Turnbull, T. Weatherston, B. White.

Apologies:- Councillors D. Moffat, S. Scott.

In Attendance:- Chief Executive, Depute Chief Executive (People), Depute Chief Executive (Place), Corporate Transformation and Services Director, Service Director Assets & Infrastructure, Service Director Neighbourhood Services, Service Director Regulatory Services, Chief Financial Officer, Chief Officer Roads, Clerk to the Council.

1. CONVENER'S REMARKS

The Convener advised that at the recent Scottish Awards for Quality in Planning the Council had success in two categories. Two members of staff, Sharon Renwick and Trish Connolly, within the Council's Plans and Research team played key roles within their respective winning submissions. Sharon Renwick's submission entitled "Identifying Potential Heat from Waste Water Projects" won an award within the "Process" category. The project identified where heat energy could be obtained from waste water pipes to heat council owned buildings through new, innovative technology. Trish Connolly's submission entitled "Supplementary Guidance: Glentress Masterplan" won an award within the "Partnership" category. The Masterplan guided the future sustainable development of the Glentress forest visitor attraction.

DECISION

AGREED that congratulations be passed to the staff concerned.

2. ORDER OF BUSINESS

The Convener advised of an urgent item of business for consideration at the meeting. This was in relation to a call-in of an Executive decision.

3. CORPORATE TRANSFORMATION PROGRAMME ANNUAL PROGRESS REPORT

There had been circulated copies of a report by the Corporate Transformation and Services Director providing an update on progress delivering the Council's Corporate Transformation Programme over the past year. The report explained that the Corporate Transformation Programme set out a far-reaching programme of change to enable the Council to respond to unprecedented social, demographic and economic challenges. The Programme supported the delivery of 8 Corporate Priorities and the delivery of the significant savings set out in the Council's 5-year Financial Strategy. Building on the previous Business Transformation approach, the Programme, together with a range of service improvement and efficiency initiatives across all Council services, had delivered substantial change and supported the delivery of £26.7m in savings since 2013/14. This included the current year savings which were on target to deliver. The Programme currently comprised 14 sub-programmes and progress against each of these 14 projects over the last year was summarised in Appendix 1 to the report. Members were shown a short video which highlighted the main achievements. The report also detailed some of the main activities in the Programme over the year ahead.

The importance of the savings achieved through transformation was highlighted as was the need for digital connectivity across all areas of the region.

DECISION

NOTED the significant work undertaken and the achievements made across the Council in delivering service improvements and efficiencies.

4. BUDGET COMMUNICATION STRATEGY

There had been circulated copies of a report by the Chief Financial Officer on the steps taken to engage with stakeholders as part of a consultation exercise on the budget. The report detailed the budget Communication Strategy used and provided feedback gathered from the Dialogue Community Engagement tool. As part of the agreed budget consultation exercise on the Council's updated Financial Plan, the Dialogue Community Engagement tool was made available on the Council website from 5 September 2016 to members of the public. This interactive tool allowed residents and other stakeholders to provide ideas and suggestions on how the Council could do things differently to save money in a challenging economic climate as well as allowing them to comment on other ideas already logged. As at the end of January 2016 the Dialogue Community Engagement tool generated 26 ideas and suggestions. This feedback had been considered as part of the 2017-2022 Financial Planning process. The Dialogue tool would remain open online which would allow ongoing feedback to be considered during future Financial Planning cycles. The Council also undertook a series of Live Question and Answer sessions on the Council's Facebook page and Twitter feed with over 60 responses from the public. This included sessions with the Council Leader and Members of the Council's Executive Committee with responsibility for each of the Council's priority areas. Feedback from the Dialogue tool as well as the Q&A sessions were included in the form of a 'you said, we did' in Appendix 1 to the report.

DECISION

NOTED:-

- (a) the budget Communication Strategy used;**
- (b) the feedback from the Dialogue Community Engagement tool and the Q&A Sessions and how the Council has used this feedback to inform the Financial Planning process, as detailed in Appendix 1 to the report; and**
- (c) that the actual responses from the Dialogue tool with all comments would be available on the Council's website and a hard copy available in the Member's Library.**

5. FINANCIAL STRATEGY 2017/18 - 2021/22

There had been circulated copies of a report by the Chief Financial Officer seeking approval of the Financial Strategy for the Council covering the period 2017/18 – 2021/22. The Strategy provided the overall framework for the financial management of the Council and covered the revenue budget, capital investment plan, the Council's treasury management arrangements and its reserves policy. The report explained that the Financial Strategy was designed to ensure the Council raised the funds required to meet approved service levels in the most effective manner, managed the effective deployment of those resources in line with the Council's corporate objectives and priorities, and provided stability in resource planning and service delivery as expressed through revenue and capital budgets and approved Corporate plans. The Plan had been amended and updated each year since 2013/14 and to date savings of £26.87m had been delivered in a planned manner. Despite the resource challenges facing the Council and wider public services, the approach to financial planning had so far delivered balanced budgets and small underspends in each year of the Plan. In the current year 2016/17, the latest monitoring projections indicated, despite pressures in a number of areas, that once again a balanced out turn position would be achieved. The Financial Plan was highly dependent on the delivery of savings and a risk based approach

had once again been used to set the level of recommended balances. These were held both as contingency against unforeseen circumstances and additionally were used to facilitate the delivery of savings and to smooth the financial plan in the event of non-realisation of the savings envisaged. The Chief Financial officer highlighted the impact of the end of the Council Tax Freeze and commented on the level of reserves.

DECISION

AGREED to approve the financial strategy for 2017/18 – 2021/22 as set out below:

- **set a prudent, sustainable budget in line with available resources;**
- **continue to invest in infrastructure through a sustainable capital programme financed by £19.952m loans charges per annum;**
- **maximise income while keeping fees charged to service users at an affordable level;**
- **continue to invest in corporate transformation and efficiency projects to deliver long term financial savings and service benefits;**
- **focus on preventative revenue and capital spend; and**
- **maintain unallocated reserves of £5.638m for 2017/18 in line with the assessed risk register in appendix 1 to the report.**

6. FINANCIAL PLAN RESOURCES AND COUNCIL TAX 2017/18

6.1 There had been circulated copies of a report by the Chief Financial Officer on the estimated revenue and capital resources available for financial year 2017/18 following publication of the local government finance settlement on the 15 December 2016 and subsequent amendments. The report also outlined the process supporting the construction of the draft revenue and capital Financial Plans from 2017/18 and identified the financial constraints and major risks to be addressed. Following Scottish Government confirmation that the national 9 year Council Tax freeze was no longer in place Council had agreed on 22 December 2016 to increase Council Tax by 3% in 2017/18 whilst noting the increase was in addition to legislative changes to the 2017 Council tax multiplier affecting bands E - H. The Corporate Management Team had worked together to support Members to set a Corporate revenue and capital budget to meet identified pressures facing the Council. These pressures had arisen due to the continuing constraints on external revenue and capital funding from central government and the increasing pressures from demographics, inflation and employment costs. The revenue and capital budgets had been designed to ensure the effective deployment of funds available in line with the Council's corporate objectives and approved service plans. The report also detailed the conditions placed by the Scottish Government on the funding.

6.2 A further report had been circulated detailing additional funding which had been made available from the Scottish Government on 2 February 2017. This report explained that as part of the stage one debate on the Scottish Budget on 2 February 2017, the Scottish Government confirmed an additional £130m of revenue and £30m of capital funding nationally for Scottish Local Authorities. This funding would come to Local Authorities on an un-hypothecated basis for 2017/18 to be spent at local discretion. The allocation to the Scottish Borders was £2.889m revenue and £0.888m capital. At present it was assumed this funding was one off pending confirmation from the Scottish Government. These additional sums required to be added to the previous budget totals giving revised resources for 2017/18 of £267.647m revenue and £39.66m capital.

DECISION

AGREED:-

- (a) **to note the estimated revenue resources for 2017/18 to 2021/22;**
- (b) **to note the estimated Capital Resources for 2017/18 to 2026/27 and the requirement to adhere to the prudential code for capital borrowing;**

- (c) a Band D council tax of £1,116.52 for financial year 2017/18, reflecting a 3% increase as a result of the ending of the Scottish Government Council Tax freeze policy after 9 years;
- (d) the council taxes to be paid for 2017/18 in respect of chargeable dwellings as set out in appendix 1 to the report, including increases in bands E-H as a result of legislative changes by Scottish Government to the 2017 Council tax multiplier;
- (e) to proceed to consider the Administration's proposed Financial Plan for 2017/18 including further associated fees and charges for 2017/18 in addition to those approved by Council on 22 December 2016; and
- (f) to note the additional one-off revenue and capital funding made available from the Scottish Government in 2017/18 and proceed to consider the application of this funding as part of the budget setting process.

7. **TREASURY MANAGEMENT STRATEGY 2017/18**

There had been circulated copies of a report by the Chief Financial Officer seeking approval of the Treasury Management Strategy for 2017/18. The draft Treasury Management Strategy for 2017/18 was appended to the report and was based on the Administration's Capital Financial Capital Plan for 2017/18 to 2026/27. Annex A to the appendix contained a summary of the proposed indicators within the Strategy. The significant changes from the 2016/17 Strategy were the increase in the Capital Financing Requirement (CFR) for 2017/18 due to movements in anticipated capital borrowing requirements associated with the re-phasing of projects from 2016/17 into 2017/18 and future years, as well as movements in the scheduled debt amortisation projections for the year. It was noted that the Audit and Risk Committee had considered and was supportive of the Strategy.

DECISION

AGREED:-

- (a) to approve the Treasury Management Strategy 2017/18 as set out in Appendix 1 to the report;
- (b) that the Council review its capital expenditure plans going forward to ensure they remained realistic, affordable and sustainable; and
- (c) to ensure that the revenue consequences of all capital projects would be fully reviewed in all investment decisions.

8. **FINANCIAL PLAN EQUALITY IMPACT ASSESSMENT**

There had been circulated copies of a report by the Chief Financial Officer providing assurance that any potential equality impacts of the proposals brought forward within the Council's Financial Plan from 2017/18 had been identified and would be managed accordingly. The report explained that initial Equality Impact Assessments had been undertaken in respect of the 27 key component revenue Financial Plan savings proposals and 37 Capital Plan proposals. Of these total proposals, 45 had been held to have some relevance to the Council's duties under the Equality Act 2010. They potentially might impact in a positive or negative way on one or more equality groups and any potential negative impact would require ongoing management through their implementation stage, in terms of mitigating and alleviating these impacts. Any positive impacts identified at this stage should be maximised during the planning and implementation stage of the proposals.

DECISION

AGREED:-

- (a) to note the summary outcomes of the 64 Initial Equality Impact assessments undertaken in respect of the 2017/18 Financial Plan proposals;

- (b) to undertake further and ongoing Equality Impact work in respect of the 45 proposals where it had been identified that they had a relevance to the Council's duty under the Equality Act 2010, with specific reference to the equality groups on whom there may be possible negative impact;
- (c) that where there was an identified relevance to the Council's statutory duty and there was a possible positive impact on one or more equality characteristic group, actions to maximise this impact were identified and implemented as part of the project planning and delivery of each proposal or project; and
- (d) that where there was an identified relevance to the Council's statutory duty and where there was a possible negative impact on one or more equality characteristic group, actions to mitigate and alleviate this impact were identified and implemented as part of the project planning and delivery of each proposal or project.

9. URGENT BUSINESS

Under Section 50B(4)(b) of the Local Government (Scotland) Act 1973, the Convener was of the opinion that the item dealt with in the following paragraph should be considered at the meeting as a matter of urgency, in view of the need to make a decision prior to consideration of the final budget.

10. FUTURE PROVISION OF PUBLIC CONVENIENCES ACROSS THE SCOTTISH BORDERS

- 10.1 There were circulated at the meeting copies of an Extract of the Minute of the Executive Committee of 31 January 2017, and a copy of the Call-in of the decision regarding the future provision of public conveniences. Councillor Turnbull as lead Member, supported by the required 5 other Members, had submitted a Call-in in the following terms:-

"We the undersigned would like to call-in the said decision to the Scrutiny Committee for further scrutiny because we believe that there has been a lack of consultation, is of sufficient importance and of public interest to warrant closer scrutiny."

- 10.2 It was explained that in view of the requirement to approve the budget it was not possible for the usual call-in procedure to be followed and that the matter would be dealt with at this meeting by full Council. Councillor Turnbull spoke in support of the call-in and moved "that the Council overturn the recommendation of the Executive Committee on 31 January 2017 and carry out a full consultation. The finances would and should be taken from the Corporate Transformation Programme Budget". This Motion was seconded by Councillor Logan. Members discussed the matter in detail and Councillor Parker, seconded by Councillor Edgar, moved as an amendment that the decision of the Executive Committee stand and be approved as part of the Revenue Financial Plan for 2017/18.

VOTE

On a show of hands Members voted as follows:-

<i>Councillor Turnbull's Motion</i>	-	<i>11 votes</i>
<i>Councillor Parker's Amendment</i>	-	<i>19 votes</i>

The Motion was accordingly carried.

DECISION

DECIDED that the decision of the Executive Committee of 31 January 2017 relating to charging for public conveniences remain unchanged and approved this as part of the Revenue Financial Plan for 2017/18.

11. ADMINISTRATION'S DRAFT FINANCIAL PLAN FOR REVENUE AND CAPITAL

There had been circulated copies of the Administration's Draft Financial Plan for Revenue and Capital expenditure. With reference to paragraph 6.2 of this Minute, there were

circulated at the meeting copies of a paper showing amendments to the tabled Draft Financial Plan for Revenue and Capital expenditure, taking account of the additional funding recently made available by Scottish Government. Councillor Parker advised Members that this was the 14th time he had presented the Administration's budget and as usual it was not without its challenges. The theme of austerity continued with £26.7m being saved over the last 5 years. He commented on the major projects involving the Council which included the Borders Railway, the IT contract with CGI, the completion of the Selkirk Flood Prevention Scheme and the upcoming Hawick Flood Protection Scheme. There were also new schools being built including Langlee, Broomlands and Kelso High School and in the weeks ahead other new projects would be announced. He also mentioned the additional revenue and capital funding and further funding for the roads network. He thanked the Chief Executive and the Corporate Management Team for the way in which they had transformed the budget setting process. He considered that the Council's finances were in a good place for the new Council, thanked Members for their input, and commended the budget to the Chamber.

DECISION

AGREED to approve the Financial Plan for Revenue and Capital expenditure, including the amendments due to additional funding being received, as contained in the Appendices to this Minute.

The meeting concluded at 12.45 p.m.



Scottish Borders Council Administration's Draft Financial Plans

9 February 2017

Draft Revenue Financial Plan 2017/18 - 2021/22

Scottish Borders Council
 Draft Revenue Financial Plan 2017/18 - 2021/22
 Revenue Resources

	2017/18 (Provisional) £'000	2018/19 (Provisional) £'000	2019/20 (Provisional) £'000	2020/21 (Provisional) £'000	2021/22 (Provisional) £'000	Total £'000
Aggregate External Finance						
General Revenue Support	162,611	162,611	162,611	162,611	162,611	813,055
Ring fenced grants	2,955	2,955	2,955	2,955	2,955	14,775
Health & Social Care Partnership	7,188	7,188	7,188	7,188	7,188	35,940
Non-domestic Rates	31,938	31,938	31,938	31,938	31,938	159,690
	204,692	204,692	204,692	204,692	204,692	1,023,460
Draw down and repay Reserves	1,515	(677)	(677)	0	0	161
Earmarked balance	1,349	15	(3,612)	(2,006)	15	(4,239)
Council Tax (Band D £1,116.52 - increase of 3% plus increase as a result of changes to the multiplier)	55,011	57,236	58,307	59,386	59,386	289,326
Council Tax Reform net Income (Multiplier on Bands E-H)	2,191	2,191	2,191	2,191	2,191	10,955
Total	264,758	263,457	260,901	264,263	266,284	1,319,663

Scottish Borders Council
 Draft Revenue Financial Plan 2017/18 - 2021/22
 Departmental Summary

	2017/18 £'000	2018/19 (Provisional) £'000	2019/20 (Provisional) £'000	2020/21 (Provisional) £'000	2021/22 (Provisional) £'000	Total £'000
Chief Executive's	23,473	23,581	23,677	24,025	24,413	119,169
People	125,336	125,058	125,167	127,064	128,699	631,324
Social Care & Health Integration Partnership	52,857	52,972	52,874	53,560	53,996	266,259
Place	35,946	36,072	36,539	37,684	38,434	184,675
Other	27,146	25,774	22,644	21,930	20,742	118,236
	264,758	263,457	260,901	264,263	266,284	1,319,663

Scottish Borders Council
Draft Revenue Financial Plan 2017/18 - 2021/22
Pressures Summary

The Financial Planning process provides additional budget to cover inflation and cost pressures outwith the control of departments as follows.

Manpower Adjustments	2017/18 £'000	2018/19 (Provisional) £'000	2019/20 (Provisional) £'000	2020/21 (Provisional) £'000	2021/22 (Provisional) £'000	Total £'000
	1,714	2,825	2,216	2,613	2,188	11,556
Description of Proposal	A key cost increase within the Council is manpower, these budget increases cover the nationally agreed pay awards in each financial year and entitlement to increments (annually for teachers and biennially for SJC staff). Pay awards are currently assumed at 1% for 2017/18 and assumed as 1.5% in each subsequent year.					
Non-pay & Department Specific Inflation	2017/18 £'000	2018/19 (Provisional) £'000	2019/20 (Provisional) £'000	2020/21 (Provisional) £'000	2021/22 (Provisional) £'000	Total £'000
	1,487	1,562	1,278	1,779	1,100	7,206
Description of Proposal	Non-pay inflation and Service Specific inflation covers corporate inflationary pressures in energy costs, Insurance, Licenses, inflation of specific contracts and specific costs and materials essential to the operation of Council Services for example Landfill Tax, contract inflation, food inflation and the inflationary impact to the 3 High School PPP Contract.					
Cost of continuing and demographic pressures	2017/18 £'000	2018/19 (Provisional) £'000	2019/20 (Provisional) £'000	2020/21 (Provisional) £'000	2021/22 (Provisional) £'000	Total £'000
	1,914	0	0	0	0	1,914
Description of Proposal	Inflation required to provide for the increased cost of continuing current services and demographic pressures to support increasing numbers of older people and an increased number of adults with learning and / or physical disabilities.					

Scottish Borders Council
 Draft Revenue Financial Plan 2017/18 - 2021/22
 Pressures Summary

Service Specific Priorities & National Policy changes	2017/18 £'000	2018/19 (Provisional) £'000	2019/20 (Provisional) £'000	2020/21 (Provisional) £'000	2021/22 (Provisional) £'000	Total £'000
Description of Proposal	5,275	3,066	(1,042)	372	27	7,698
	Service specific priorities reflect unavoidable pressures within Services such as revenue consequences of capital projects such as new schools and pitches and other unavoidable cost increases including the impact of the ICT Contract across the contract life. National policy changes are provided for such as Apprenticeship Levy, Attainment Scotland Fund, Criminal Justice and Rates Revaluations.					
Total Pressures	10,390	7,453	2,452	4,764	3,315	28,374

Scottish Borders Council
Draft Revenue Financial Plan 2017/18 - 2021/22
Pressures Detail

Budget Pressure	Service Area	Category	2016/17 Base £000's	2017/18 £000's	2018/19 £000's	2019/20 £000's	2020/21 £000's	2021/22 £000's	Total	Notes & basis of calculation
Pay Inflation and On-costs	Corporate	Manpower		1,288	1,784	1,642	1,639	1,985	8,338	1% pay award year 1, 1.5% years 2-5
Increments	Corporate	Manpower		426	1,041	574	974	203	3,218	Reflects biennial agreement for non-teaching Staff increments.
Total Manpower Pressures				1,714	2,825	2,216	2,613	2,188	11,556	
Insurance	Corporate	Non Pay Inflation	1,309	23	23	24	24	24	118	Estimated inflationary increases
Utilities	Corporate	Non Pay Inflation	3,348	208	196	206	214	214	1,038	Estimated inflationary increases
Rates	Corporate	Non Pay Inflation	6,196	101	102	103	105	105	516	Estimated inflationary increases
Licences	Corporate	Non Pay Inflation	2,862	59	60	61	62	62	304	Estimated inflationary increases
Property Maintenance fund	Corporate	Non Pay Inflation	2,176	46	46	47	49	50	238	Estimated inflationary increases
Commercial Rent income	Corporate	Non Pay Inflation	(1,225)	(19)	(20)	(20)	(20)	(20)	(99)	Estimated inflationary increases
Total Corporate Inflation Pressures				418	407	421	434	435	2,115	
Citizens Advice (CAB) inflation	Housing	Departmental inflation		2	2	2	2	2	10	Inflated by CPI
Borders Care and Repair Contract	Housing	Departmental inflation		2	2	2	2	2	10	Inflated by CPI
Live Borders Inflation	Chief Executive	Departmental inflation	6,606	83	0	0	0	0	83	Utility and manpower inflation
IT Contract Inflation (manpower)	Chief Executive	Departmental inflation	5,112	21	0	0	0	0	21	Utility and manpower inflation
Increase in foster care fees & Allowances	Children & Young People	Departmental inflation	1,842	36	37	37	37	0	147	Per agreed increases
Accommodated / Looked after Children	Children & Young People	Departmental inflation	5,101	65	66	66	66	0	263	In line with national trends
Movement in ASN school based staff	Children & Young People	Departmental inflation	6,367	55	55	55	55	0	220	In line with national trends
Children with severe / vcomplex needs	Children & Young People	Departmental inflation	1,905	33	34	34	34	0	135	In line with national trends
Unitary Charge PPP Schools	Children & Young People	Departmental inflation	8,296	169	172	176	181	181	879	As per PPP contract
SB Cares Contract Inflation	Adult Services	Departmental inflation	16,100	238	413	248	420	248	1,567	SB Cares manpower increases
Free Personal & Nursing Care	Adult Services	Departmental inflation	1,127	11	11	11	12	0	45	Agreed inflation applied
COSLA Residential Care Home Contract	Adult Services	Departmental inflation	7,322	73	74	75	75	75	372	Agreed inflation applied
Bus Contracts (renewal)	Planning & Reg. Services	Departmental inflation	2,196	0	139	0	304	0	443	Contracts due for re-tender (10% inflation)
Road Fuel	ALL	Departmental inflation	2,063	21	21	21	22	22	107	Agreed inflation applied
Aggregates and Bitumen	Commercial Services	Departmental inflation	441	0	4	5	5	5	19	Agreed inflation applied
Vehicles & Spare Parts	Commercial Services	Departmental inflation	1,267	0	13	13	13	13	52	Agreed inflation applied
Winter Maintenance (Salt)	Neighbourhood services	Departmental inflation	691	0	14	14	15	15	58	Agreed inflation applied
Catering (Food)	Commercial Services	Departmental inflation	1,237	150	28	28	29	29	264	Reduced inflation assumption
Landfill Tax	Neighbourhood services	Departmental inflation	3,352	110	70	70	73	73	396	LandFill tax increase
Total Departmental Inflation Pressures				1,069	1,155	857	1,345	665	5,091	

Budget Pressure	Service Area	Category	2016/17 Base £000's	2017/18 £000's	2018/19 £000's	2019/20 £000's	2020/21 £000's	2021/22 £000's	Total	Notes & basis of calculation
Older People demographic increases	Adult Services	Demographic pressure	20,966	237	343	348	348	348	1,624	Identified pressure funded through partnership
Increased young adults with learning / physical disabilities	Adult Services	Demographic pressure	18,750	250	250	250	250	250	1,250	Identified pressure funded through partnership
Social Care Service Pressures - SCF	Adult Services	Demographic pressure	51,771	1,914	0	0	0	0	1,914	To be allocated as per service requirements
Health & Social Care Integration	Adult Services	Demographic pressure	51,771	(487)	(593)	(598)	(598)	(598)	(2,874)	Committed Partnership budget
Total Demographic Pressures				1,914	0	0	0	0	1,914	

Synthetic Sports Pitches	Chief Executive	Service Priority	0	53	45	0	0	0	98	Revenue consequences of capital spend
Duns Primary School	Children & Young People	Service Priority	1,066	217	0	0	0	0	217	Completion Feb 2017 (£38k in for 16/17)
Langlee Primary School	Children & Young People	Service Priority	843	63	38	0	0	0	101	Completion May 17 (Assume Aug 17 entry)
Broomlands Primary School	Children & Young People	Service Priority	760	40	24	0	0	0	64	Completion Dec 17 (Assume 1/1/18 entry)
Leader Valley School	Children & Young People	Service Priority	0	17	0	0	0	0	17	Completion Feb 17 (Rates / utility costs)
New Kelso High School	Children & Young People	Service Priority	2,839	48	144	0	0	0	192	Completion Nov 17 (Assume 1/1/18 entry)
New Kelso High School	Commercial Services	Service Priority	0	69	206	0	0	0	275	Property maintenance costs
Gala Transport Interchange	Planning & Reg. Services	Service Priority	165	(5)	(5)	(10)	(10)	0	(30)	Revenue pressure from new facility
Electricity - service Pressure	Commercial Services	Service Priority	275	60	0	0	0	0	60	Reversing an over-stated 16/17 saving
Rates	Corporate	Service Priority	99	75	0	0	0	0	75	Rates pressure car parks, vacant property
ER/VS - Redundancy Costs	Corporate	Service Priority	418	0	(351)	0	0	0	(351)	Per 2016/17 financial plan
IT Transformation	Corporate	Service Priority	N/A	692	3,005	(1,082)	332	(23)	2,924	To reflect IT contract in place
Total Service Priority Pressures				1,329	3,106	(1,092)	322	(23)	3,642	

Local Government Election	Democratic Services	National Policy change	0	90	(90)	0	0	0	0	Estimated net cost of local election to SBC
Workforce Development	Children & Young People	National Policy change	147	(147)	0	0	0	0	(147)	End of funding stream
Attainment Scotland Fund	Children & Young People	National Policy change	0	1,830	0	0	0	0	1,830	Fully funded through specific grant
Criminal Justice Social Work	Adult Services	National Policy change	0	1,123	0	0	0	0	1,123	Fully funded through specific grant
Apprenticeship Levy	Corporate	National Policy change	0	600	0	0	0	0	600	Per national policy
Rates Revaluation	Corporate	National Policy change	5,203	350	0	0	0	0	350	Impact from rates revaluation exercise
Employee Benefits	Corporate	National Policy change	N/A	100	0	0	0	0	100	Following Autumn statement
Water Rates Valuation	Corporate	National Policy change	789	0	50	50	50	50	200	Transition plan to be confirmed
Total National Policy change Pressures				3,946	(40)	50	50	50	4,056	

Total Pressures				10,390	7,453	2,452	4,764	3,315	28,374	
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Scottish Borders Council
 Draft Revenue Financial Plan 2017/18 to 2021/22
 Making best use of our People

Management review of professional and support services		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref : MB1	Corporate	N/A	(746)	(601)	0	0	0	(1,347)
Description of Proposal		Following changes to service delivery requirements a full review of staffing is underway to explore more integrated and streamlined professional, managerial and administrative support for front line services to ensure the optimum deployment of staff resources across service delivery models. Officers will seek to manage this reduction through natural staff turnover, redeployment, new service developments, and the current ER/Vs scheme where possible. This is a development to the proposal previously agreed within the 2016/17 Financial Plan.						

Changes to working practices		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: MB2	Corporate	N/A	(650)	(648)	0	0	0	(1,298)
Description of Proposal		Per the 2016/17 Financial Plan, a programme of work is underway to assess how the Council can deploy its workforce in the most efficient and effective ways. Changes in working practices resulting from this review will generate savings in 2017/18 and 2018/19 of the Financial Plan. This will involve more flexible working patterns and the deployment of resources to deliver services in line with service demand.						

Delivery of an Inclusion for All model		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: MB3	Children & Young People	2,747	(357)	0	0	0	0	(357)
Description of Proposal		The existing delivery model to support children requiring additional support has been redesigned with the emphasis being on an Inclusion for All model. The service will deliver the full year impact of proposals agreed as part of the 2016/17 Financial Plan (£357k). There are no further staffing implications required to deliver this saving.						

Learning Delivery review		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: MB4	Children & Young People	3,853	(724)	(50)	0	0	0	(774)
Description of Proposal		A full review of the learning delivery framework including Education support services, cessation of teachers salary conservation scheme per national agreement, a review of outdoor education including the transfer of the sailing and fishing facility, a review of the school library service to implement a different delivery model and a harmonisation of the devolved school management scheme bringing budget allocations into line with other local authorities.						

Strategic Planning of Teaching staff		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: MB5	Children & Young People	56,000	0	(750)	(500)	0	0	(1,250)
Description of Proposal		Teacher numbers will be preserved at 2016/17 levels in 2017/18 - meeting Government targets. In 2017/18 this will be subject to further review with a proposed revision of teacher number allocation within the Devolved School Management Scheme.						

Review of current day services and staffing models - Adults		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: MB6	Adult Services	3,489	0	(290)	(400)	0	0	(690)
Description of Proposal		With the successful implementation of Self Directed Support (SDS) fewer people are choosing centre based day services. A review will therefore include options for universal and community-based services.						

Cleaning Services		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: MB7	Commercial Services	2,731	(310)	(20)	0	0	0	(330)
Description of Proposal		Review of cleaning service provision to create a modernised service in our properties, including schools; maintaining the frequency of cleaning in hygiene areas (toilets and kitchens).						

Review of Children & Young Peoples Service		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: MB8	Children & Young People	N/A	0	(476)	0	0	0	(476)
Description of Proposal		A further review of all aspects of provision within the Children & Young People's Service with a particular focus on the links between universal and targeted services.						

Total Making best use of our People			(2,787)	(2,835)	(900)	0	0	(6,522)
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Scottish Borders Council
 Draft Revenue Financial Plan 2017/18 to 2021/22
 Working with our Partners

Alternative models of service delivery		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: WP1	Corporate	N/A	(1,167)	(312)	(152)	25	0	(1,606)
Description of Proposal		Per the 2016/17 Financial Plan, improved efficiency and increased income from enhanced trading opportunities are being delivered through SBCares for the delivery of Care services, together with seeking alternative and more cost effective delivery models for the Roads service within the Council. Reduction to costs following integration of Customer Services, Welfare Benefits and Housing staff and a review of how these services are delivered. This will initially focus on internal restructuring following determination of scale and scope of future service provision. Longer term the Council will explore the options for the future delivery of these services.						

Commissioned Services		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: WP2	Corporate	41,344	(750)	0	0	0	0	(750)
Description of Proposal		Targeted efficiencies to be achieved from review and negotiation with providers around current commissioned services arrangements within Children & Young People (£175k), Adult Services (£375k), council wide grants (£200k). This is a development to the proposal previously agreed within the 2016/17 Financial Plan.						

Efficiencies in Culture & Sport funding		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: WP3	Chief Executive's	6,606	(526)	(466)	(357)	0	0	(1,349)
Description of Proposal		As a development to the previously agreed 2016/17 Financial Plan, reduced funding would be provided to Culture and Sports Trusts. Realising these savings will require a joint approach from SBC and Live Borders. This proposal is subject to support for ER/VS from the Council and the provision of capital investment to support increased income generation in Halls in the first year.						

Total Working with our Partners		(2,443)	(778)	(509)	25	0	(3,705)
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Scottish Borders Council
 Draft Revenue Financial Plan 2017/18 to 2021/22
 Looking after The Borders

Asset Management		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: LB1	Commercial Services	N/A	(261)	(943)	(903)	(103)	0	(2,210)
Description of Proposal		Work is underway to implement a revised asset management strategy that best supports the future delivery of Council services more cost effectively. Includes energy efficiency measures, estate rationalisation, locality planning, taking full account of revised future service delivery models, including the provision of education, increased flexible working and the co location of Council Services and community planning partner services wherever possible. This is a development to the proposal previously agreed within the 2016/17 Financial Plan.						

Waste Management Plan		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: CB2	Neighbourhoods	9,347	(200)	0	0	0	0	(200)
Description of Proposal		Continuing development of the Waste Management Plan which may consider areas such as a review of; working patterns, waste facilities including Community Recycling Centres, kerbside collection services, route optimisation, PR and communications, service level agreements, fees and charges including how these services are delivered and waste analysis assessments. This is a development to the proposal previously agreed within the 2016/17 Financial Plan.						

Review of Public Toilet provision		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: LB3	Neighbourhoods	323	(141)	(100)	0	0	0	(241)
Description of Proposal		This is a development to the proposal previously agreed within the 2016/17 Financial Plan and introduces a charging model for the provision of some public toilets from 2017/18. In future years a longer term strategy regarding the provision of facilities capable of delivering further improvements to service provision including partnership arrangements will be brought forward.						

Bus Subsidies		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: LB4	Commercial Services	1,531	(200)	0	0	0	0	(200)
Description of Proposal		A review of the subsidised bus network to ensure that travellers needs are met through the more efficient use of resources, creative collaboration with communities and the business sector, and the retendering of bus contracts. Full year implementation of proposals to review the subsidised bus network.						

Review of School Estate		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: LB5	Children & Young People	72,802	0	(550)	(450)	0	0	(1,000)
Description of Proposal		Review of the School Estate following appropriate consultation, this may involve the closure of some under occupied buildings and substantial investment in the remainder of the Estate.						

Capitalise roads expenditure		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: LB6	Commercial Services	6,500	(500)	0	0	0	0	(500)
Description of Proposal		This reflects the revenue saving of capitalising the Roads investment made as part of the 2016/17 Financial Plan. This does not reduce the investment in Roads as £500k budget has been provided within the accompanying Capital Plan.						

Total Looking after the Borders			(1,302)	(1,593)	(1,353)	(103)	0	(4,351)
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Scottish Borders Council
 Draft Revenue Financial Plan 2017/18 to 2021/22
 Business Process Transformation

ICT Investments in new technology leading to reduced running costs and improved efficiency in back-office support services.		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: BP1	Corporate	15,022	(1,229)	(1,175)	(975)	(500)	0	(3,879)
Description of Proposal	Per the 2016/17 Financial Plan an ICT investment programme is planned that will realise productivity gains and savings across all areas of Council activity. The provision of better ICT solutions will support business process re-engineering to improve efficiency and productivity across the Council but likely to focus in a number of key functional areas including Financial administration, HR and Procurement.							

Commercial opportunities and Procurement		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: BP2	Corporate	N/A	(162)	(143)	(143)	(143)	0	(591)
Description of Proposal	Effective contract management and related procurement activity will aim to generate cashable efficiencies through enhanced information sharing, ensuring best value from supply chain through contract management and supplier relationships and enhancing commercial activities. This will be delivered through the benefits of the new ERP system, compliance measures and appropriate demand management mechanisms. This is a development to the proposal previously agreed within the 2016/17 Financial Plan.							

Reduction in loans charges		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: BP3	Corporate	20,485	(300)	0	0	0	0	(300)
Description of Proposal	A reduction in loans charges as a result of the repayment of specific consents to borrow in 2017/18. This proposal was previously agreed within the 2016/17 Financial Plan.							

Out of Area Placement savings		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: BP4	Children & Young People	5,637	0	(400)	(400)	0	0	(800)
Description of Proposal		With the delivery of an "Inclusion for All" strategy and the opening of Leader Valley School, savings are expected in our out of area placement cost from 2018/19. This will be delivered by working with young people to access opportunities within the community, and by building capacity within the community, including making better use of the voluntary sector which will lead to a reduced spend. The priority will be to ensure children are educated in the most appropriate setting. This proposal was previously agreed within the 2016/17 Financial Plan.						

Review of Older People service to reflect demand		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: BP5	Adult Services		(237)	0	0	0	0	(237)
Description of Proposal		More effective deployment of Social Worker and Care staff to support client needs to deliver a more efficient delivery model to support Older People.						

Review of Street Lighting provision (SLEEP project)		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: BP6	Commercial Services	1,517	(245)	(181)	(7)	(7)		(440)
Description of Proposal		The Council maintains 19,000 street lights which previously utilised old Sodium lighting technology. The street lighting energy and maintenance costs of these lights are in excess of £950k p.a. A 5 year capital investment programme is now well advanced to replace the existing Sodium street lighting lanterns with more energy efficient LED lights. To date 6,000 lights have been replaced . These use around 60% less electricity, require less maintenance and will lead to the savings shown in Street Lighting expenditure. The project will also reduce the Council's Carbon Footprint and help to minimise future Carbon tax liabilities. The LED installation rate is running ahead of schedule and the project will be complete 1 year ahead of schedule in 2018/19. This is a development of the previously agreed proposal within the 2016/17 Financial Plan.						

Increased use of technology - Adults Review of care packages - Adults		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: BP7	Adult Services	10,139	(50)	(100)	0	0	0	(150)
Description of Proposal		Increased investment in technology through funding from the Integrated Care Fund. Technology, such as medication carousel dispensers can provide increased independence for individuals and result in reduced reliance on homecare.						

Corporate Transformation		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: BP8	Various	N/A	0	(1,129)	(500)	(575)	(1,195)	(3,399)
Description of Proposal		Extend the Corporate Transformation programme in future years to target further operational efficiencies through new ways of working, better service alignment, partnership working and use of new technology.						

Review of care packages - Adults		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: BP9	Adult Services	29,946	(110)		0	0	0	(110)
Description of Proposal		A review of current care packages in both Older People and Adults with Learning Disabilities to generate savings of £110k. Achieved through assessing and reviewing packages of care to best meets the needs of the individual, including the use of community resources and Self Directed Support (SDS).						

Total Business Process Transformation			(2,333)	(3,128)	(2,025)	(1,225)	(1,195)	(9,906)
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Scottish Borders Council
 Draft Revenue Financial Plan 2017/18 to 2021/22
 Maximising Resources

Maximising Income		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: MR1	Corporate	N/A	(451)	(315)	(221)	(99)	(99)	(1,185)
Description of Proposal	<p>Following on from the Council's Fees & Charges policy which was approved by Executive in November 2012, all fees and charges have been reviewed to ensure that they comply with this policy and fully recover all the costs incurred, where appropriate, in delivering each service while remaining fair, equitable and consistently applied. Fees and charges have been increased by a minimum of 3% in 2017/18 unless there is a service reason not to do so and were approved by Council on 22nd December 2016. The resulting increased income comes from areas including Rental Properties, Planning Fee Income, Fleet Management Income, School lets, Music Tuition, Bordercare Inflation and the generation of advertising revenue from SBConnect.</p>							

2nd Homes Council Tax		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: MR2	Other	855	(114)	0	0	0	0	(114)
Description of Proposal	<p>Policy change to increase Council Tax charge for second homes from 90% to 100% following a change in legislation. A full report to 22 December 2016 Council meeting was approved.</p>							

Trade Waste Fees & Charges		Base Budget 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
		£000's	£000's	£000's	£000's	£000's	£000's	£000's
Ref: MR3	Neighbourhood Services	1,188	(45)	(105)	0	0	0	(150)
Description of Proposal		Continuing development of the Waste Management Plan can deliver £150k increase in Fees & charges. This proposal follows an exercise to benchmark fees & charges with other comparable local authorities. Current charges are below market rate and this proposal will increase them over a 2 year period and see increased working with business Gateway and Economic Development to support local Business in reducing their waste.						
Total Maximising Resources			(610)	(420)	(221)	(99)	(99)	(1,449)

**Draft Capital Financial Plan
2017/18 - 2026/27**

Scottish Borders Council
Capital Plan 2017/18 - 2026/27

CAPITAL INVESTMENT PROPOSALS	OPERATIONAL PLAN			Total Operatio nal Plan £'000	STRATEGIC PLAN							Grand Total £'000	Specific Project Funding £'000	Net Cost to SBC Capital £'000
	2017/18	2018/19	2019/20		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27			
	£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000			
PLACE DEPARTMENT														
Road & Transport Infrastructure	8,756	9,639	8,392	26,787	8,069	8,081	17,291	14,892	6,836	7,611	7,657	97,224	(5,666)	91,558
Flood and Coastal Protection	1,956	2,459	12,498	16,913	16,253	8,653	550	550	550	550	550	44,569	(34,819)	9,750
Waste Management	5,674	580	425	6,679	90	50	50	51	53	53	54	7,080	(5,139)	1,941
Land and Property Infrastructure	3,928	2,981	3,092	10,001	2,867	2,868	2,909	2,910	2,912	2,913	2,913	30,293	(393)	29,900
Total Place Department	20,314	15,659	24,407	60,380	27,279	19,652	20,800	18,403	10,351	11,127	11,174	179,166	(46,017)	133,149
PEOPLE DEPARTMENT														
School Estate	12,439	6,159	6,671	25,269	7,070	12,100	12,680	6,510	7,890	3,090	3,090	77,699	(25,616)	52,083
Social Care Infrastructure	50	201	253	504	254	255	116	92	59	61	62	1,403	0	1,403
Sports Infrastructure	384	290	654	1,328	290	443	648	659	670	2,082	763	6,883	(3,323)	3,560
Culture and Heritage	1,312	536	760	2,608	1,798	99	0	0	0	0	0	4,505	(2,890)	1,615
Total People Department	14,185	7,186	8,338	29,709	9,412	12,897	13,444	7,261	8,619	5,233	3,915	90,490	(31,829)	58,661
CHIEF EXECUTIVE DEPARTMENT														
Pitches Programme	137	1,168	19	1,324	0	0	0	0	0	0	0	1,324	(300)	1,024
Economic Regeneration	3,100	3,402	633	7,135	120	184	184	220	156	100	100	8,199	(1,000)	7,199
Chief Executive Other	2,729	3,540	3,828	10,097	1,076	1,079	948	1,031	886	841	1,056	17,014	(3,200)	13,814
Total Chief Executive Department	5,966	8,110	4,480	18,556	1,196	1,263	1,132	1,251	1,042	941	1,156	26,537	(4,500)	22,037
Waste Collection vehicles - Non P&V Fund	0	1,100	300	1,400	0	0	0	300	300	0	0	2,000	(1,200)	800
Plant & Vehicle Replacement - P&V Fund	2,000	2,000	2,000	6,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	20,000	(20,000)	0
Emergency/Unplanned Schemes	300	300	300	900	300	300	300	300	300	300	300	3,000	0	3,000
Planned Programming Adjustments	(3,993)	2,100	1,893	0								0	0	0
TOTAL CAPITAL INVESTMENT PLAN	38,772	36,455	41,718	116,945	40,187	36,112	37,676	29,515	22,612	19,601	18,545	321,193	(103,546)	217,647

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CAPITAL INVESTMENT PROPOSALS	OPERATIONAL PLAN			Total Operational Plan £'000	STRATEGIC PLAN							Grand Total £'000	Specific Project Funding £'000	Net Cost to SBC Capital £'000
	2017/18	2018/19	2019/20		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27			
	£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000			
PLACE DEPARTMENT														
Road & Transport Infrastructure														
Galashiels Developments - GIRR 5	340	5		345								345		345
Galashiels Developments -GIRR 1-3 claims	150	100	200	450								450		450
Roads & Bridges- Including Ramp and Winter Damage/Slopes	5,060	5,360	6,610	17,030	7,410	7,410	6,910	6,410	6,342	7,114	7,160	65,786		65,786
Lighting Asset Management Plan	200	250	300	750	200	200	200	200	200	200	200	2,150		2,150
Street Lighting Energy Efficiency Project	2,100			2,100								2,100		2,100
Accident Investigation Prevention Schemes Block	50	50	50	150	50	50	50	50	50	50	50	500		500
Cycling, Walking & Safer Streets	156	198	207	561	199	211	221	232	244	247	247	2,162	(2,162)	
A72 Dirtpot Corner - Road Safety Works	200	1,916		2,116								2,116		2,116
Selkirk Town Centre (Streetscape works)	400			400								400	(100)	300
Inverleithen - Walkerburn - shared access route	61	265		326								326	(150)	176
Union Chain Bridge	25	450		475								475		475
Reston Station Contribution		1,045	1,025	2,070								2,070	(1,240)	830
Engineering Minor Works	14			14								14	(14)	
Peebles Bridge					210	210	9,910	8,000				18,330	(2,000)	16,330
	8,756	9,639	8,392	26,787	8,069	8,081	17,291	14,892	6,836	7,611	7,657	97,224	(5,666)	91,558
Flood and Coastal Protection														
Selkirk Flood Protection	485			485								485	(388)	97
Hawick Flood Protection	945	1,945	11,948	14,838	15,703	8,103						38,644	(30,914)	7,730
Flood Scheme Preparation	367	350	350	1,067	350	350	350	350	350	350	350	3,517	(3,517)	
General Flood Protection Block	159	164	200	523	200	200	200	200	200	200	200	1,923		1,923
	1,956	2,459	12,498	16,913	16,253	8,653	550	550	550	550	550	44,569	(34,819)	9,750

<p>Roads & Transport Infrastructure</p> <p>Galashiels Developments Roads & Bridges block</p> <p>Lighting Asset Management Plan Street Lighting Energy Efficiency Project</p> <p>Accident Investigation Prevention Schemes Block Cycling, Walking & Safer Streets</p> <p>A72 Dirtpot Corner -Road Safety Works Selkirk Town Centre (Streetscape works)</p> <p>Innerleithen - Walkerburn - shared access route Union Chain Bridge</p> <p>Reston Station Contribution</p> <p>Engineering Minor Works Peebles Bridge</p>	<p>This programme of work continues to deliver Galashiels Inner Relief Road (GIRR) Phases. (including Ramp and Winter Damage/Slopes) - this relates to capital maintenance and refurbishment works relating to the road and bridge infrastructure in the Scottish Borders.</p> <p>General Lighting Block - allocation for the routine column, cabling and lamp upgrade programme. A project which will improve 16,000 Scottish Borders lights & associated street furniture by replacing them with an energy efficient LED light source</p> <p>Minor schemes to address problems at identified accident cluster sites.</p> <p>Continuation of Specific Scottish Government Funding to encourage more walking and cycling, especially schools and to connect communities.</p> <p>Road improvement scheme to provide a fit for purpose carriageway configuration and improve safety at Dirtpot Corner. Project to enhance the area around the Market Place through more effective traffic management, partly supported by funding from the Selkirk Conservation Area Regeneration Scheme (CARS)</p> <p>Extension of the Peebles - Innerleithen shared access route by a further 1.5 miles alongside the River Tweed.</p> <p>Funding of £0.55m has been assumed to match with the current Northumberland County Council (the lead authority) estimate. External funding bid for the refurbishment of the oldest surviving iron chain suspension bridge in use in Europe for its 200th anniversary in 2020</p> <p>To support the provision of a new station at Reston supported by potential funding from the Scottish Stations Fund. A total contribution towards the project of £2.84m</p> <p>Installation of pedestrian links in Hawick There is a future requirement to provide a new bridge in Peebles to support future development proposed in the Local Development Plan. This project is currently estimated at a cost of £18.3m, of which there is an estimate that £2m from developer contributions will be available. The project is still subject to significant public consultation, the development of full design and cost estimates and, final approval of development proposals.</p>
<p>Flood and Coastal Protection</p> <p>Selkirk Flood Protection</p> <p>Hawick Flood Protection</p> <p>Flood Scheme Preparation General Flood Protection Block</p>	<p>80% Scottish Government (confirmed) grant funded major infrastructure project to provide flood protection to property and businesses in Selkirk from risk of flooding.</p> <p>Proposed 80% (partially confirmed) Scottish Government grant funded infrastructure project to protect residential and commercial properties from flood risk within the River Teviot's flood plain in Hawick.</p> <p>To undertake necessary preparation works for flood schemes</p> <p>To deliver natural flood management works, small scale flood and coast protection works.</p>

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CAPITAL INVESTMENT PROPOSALS	OPERATIONAL PLAN			Total Operatio nal Plan £'000	STRATEGIC PLAN							Grand Total £'000	Specific Project Funding £'000	Net Cost to SBC Capital £'000
	2017/18	2018/19	2019/20		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27			
	£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000			
Waste Management														
Easter Langlee Cell Provision	216	354		570								570	(570)	
Waste Containers	46	48	48	142	48	50	50	51	53	53	54	501		501
Easter Langlee Leachate Management Facility	20	23	377	420	42							462		462
CRC - Improved Skip Infrastructure		146		146								146		146
CRC - Bulky Waste Adjustments	257			257								257		257
New Easter Langlee Waste Transfer Station	5,135	9		5,144								5,144	(4,569)	575
	5,674	580	425	6,679	90	50	50	51	53	53	54	7,080	(5,139)	1,941
Land and Property Infrastructure														
Play Facilities	52	53	50	155	55	56	57	58	60	61	61	563		563
Drainage - Parks & Open Spaces Block	50	50	50	150	50	50	50	50	50	50	50	500		500
Wilton Lodge Park	101			101								101	(93)	8
Parks & Open Spaces - upgrades	129	230	30	389								389		389
Public Conveniences	200			200								200		200
Commercial Property Upgrades	30	50	50	130	50	50	50	50	50	50	50	480		480
Confined Depot Enhancements	124			124								124		124
Asset Rationalisation	795	200	200	1,195								1,195		1,195
Health and Safety Works	635	635	835	2,105	835	835	835	835	835	835	835	7,950		7,950
Building Upgrades	630	630	730	1,990	730	730	770	770	770	770	770	7,300		7,300
Contaminated Land Block	62	38	52	152	52	52	52	52	52	52	52	516		516
Cleaning Equipment Replacement Block	50	50	50	150	50	50	50	50	50	50	50	500		500
Energy Efficiency Works	1,070	1,045	1,045	3,160	1,045	1,045	1,045	1,045	1,045	1,045	1,045	10,475	(300)	10,175
	3,928	2,981	3,092	10,001	2,867	2,868	2,909	2,910	2,912	2,913	2,913	30,293	(393)	29,900
Total Place Department	9,602	3,561	3,517	16,680	2,957	2,918	2,959	2,961	2,965	2,966	2,967	37,373	(5,532)	31,841

<p>Waste Management</p> <ul style="list-style-type: none"> Easter Langlee Cell Provision Waste Containers Easter Langlee Leachate Management Community Recycling Centres - Improved Skip Infrastructure Community Recycling Centres -Bulky Waste Easter Langlee Waste Transfer Station 	<p>Management and capping of landfill cells at Easter Langlee Landfill Site, Galashiels.</p> <p>To supply to new properties or to replace damaged waste containers</p> <p>To implement the solution(s) recommended by the option appraisal currently being undertaken to address the management of the cost and environmental impact of the discharge of leachate water from the Easter Langlee Landfill Site. Work that is underway in the Waste Management Team will inform and may change the scope and phasing of this work once the options have been evaluated.</p> <p>Upgrade of Galashiels Community Recycling Centre skip infrastructure.</p> <p>Upgrade of infrastructure at CRC sites to allow bulking of waste for onward transport</p> <p>Construction of waste transfer station at Easter Langlee</p>
<p>Land and Property Infrastructure</p> <ul style="list-style-type: none"> Play Facilities Drainage - Parks & Open Spaces Block Wilton Lodge Park Parks & Open Spaces - Upgrades Public Conveniences Commercial Property Upgrades Combined Depot Enhancements Asset Rationalisation Health & Safety Works Building Upgrades Contaminated Land Block Cleaning Equipment Replacement Block Energy Efficiency Works 	<p>To refurbish Council play areas through replacement or addition of equipment in play areas.</p> <p>To provide a programme of works to deliver landscape drainage improvements throughout the Borders.</p> <p>Final phase of the capital element of the project to restore the historical features within Wilton Lodge Park, Hawick including the provision of a modern café and bridge, destination playpark, fountain area refurbishment and additional links to the town. 72% funded by Heritage Lottery Funding.</p> <p>New - Additional funding to improve play equipment, drainage and infrastructure within parks and open spaces</p> <p>New - To install coin operation units to agreed Public Conveniences</p> <p>New - Block to allow for the upgrade of commercial properties owned by the Council.</p> <p>To provide for a programme of Health and Safety, Environmental and Security upgrades at various depot locations.</p> <p>To undertake works and demolition of properties as identified within the asset rationalisation review.</p> <p>This is a programme of work focused around various capital block allocations to undertake the necessary capital works required to manage the property owned and maintained by the Council. Focus covers health and safety projects, upgrade and replacement works as well as building efficiency improvements to reduce ongoing running costs.</p> <p>To enable appropriate measures to be taken to remove unacceptable risks and support the Council in the delivery of its statutory duty in relation to land which is not suitable for its current use because of unacceptable levels of risk to human health and/or the wider environment.</p> <p>Allocation for a programme of capital expenditure on larger scale cleaning equipment.</p> <p>Programme of works to improve the energy efficiency of the estate across the Council.</p>

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CAPITAL INVESTMENT PROPOSALS	OPERATIONAL PLAN			Total Operatio nal Plan £'000	STRATEGIC PLAN							Grand Total £'000	Specific Project Funding £'000	Net Cost to SBC Capital £'000
	2017/18 £'000	2018/19 £'000	2019/20 £'000		2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000			
PEOPLE DEPARTMENT														
School Estate														
Duns Primary School	60			60								60		60
Kelso High School	200			200								200		200
School Estate Review	120	2,200	2,120	4,440	5,000	9,800	10,230	4,120	5,500	700	700	40,490	(21,899)	18,591
Langlee Primary School	2,929	2		2,931								2,931		2,931
Broomlands Primary School	5,227	377		5,604								5,604	(365)	5,239
School Estate Block	2,422	3,580	4,551	10,553	2,070	2,300	2,450	2,390	2,390	2,390	2,390	26,933	(1,877)	25,056
Complex Needs - Central Education Base	6			6								6		6
Early Learning & Childcare Block	1,475			1,475								1,475	(1,475)	
	12,439	6,159	6,671	25,269	7,070	12,100	12,680	6,510	7,890	3,090	3,090	77,699	(25,616)	52,083
Social Care Infrastructure														
Adult Services Facilities upgrades		150	200	350	200	200	59	34				843		843
Carer Inspectorate Requirements & Upgrades	50	51	53	154	54	55	57	58	59	61	62	560		560
	50	201	253	504	254	255	116	92	59	61	62	1,403		1,403
Sports Infrastructure														
Synthetic Pitch replacements	94		364	458		153	358	369	380	1,792	473	3,983	(3,323)	660
Sports Trust Plant & Services - Integrated Sport & Culture Trust Property and Other Sports Trusts	290	290	290	870	290	290	290	290	290	290	290	2,900		2,900
	384	290	654	1,328	290	443	648	659	670	2,082	763	6,883	(3,323)	3,560
Culture and Heritage														
Public Hall Upgrades	90	90		180	208	99						487		487
Jim Clark Museum	902	386		1,288								1,288	(699)	589
Sir Walter Scott Court House - Phase 2	40	60	760	860	1,590							2,450	(2,000)	450
Sir Walter Scott Court House - Phase 1	280			280								280	(191)	89
	1,312	536	760	2,608	1,798	99						4,505	(2,890)	1,615
Total People Department	14,185	7,186	8,338	29,709	9,412	12,897	13,444	7,261	8,619	5,233	3,915	90,490	(31,829)	58,661

<p>School Estate</p> <p>Duns Primary School & Locality Support Centre Kelso High School</p> <p>School Estate Review</p> <p>Langlee Primary School</p> <p>Broomlands Primary School</p> <p>School Estate Block</p> <p>Complex Needs - Central Education Base Early Learning & Childcare Block</p>	<p>Refurbishment of the former high school to provide a relocated primary school to meet future roll projections and provide a Locality Support Centre in Berwickshire for children and young people with Additional and Complex Needs complimenting the new Central Complex Needs</p> <p>Provision of a new Kelso High School to provide a fit for purpose school, secured 100% SFT funding for school building. The project assumes the provision of a synthetic pitch which is anticipated to attract SportScotland match funding. (Only the residual Council contribution is shown)</p> <p>Ambitious large scale project to significantly improve the school estate to match current and future demand. This programme assumes the continuation of Scottish Government funding to support school infrastructure.</p> <p>Provision of new primary school at Langlee, Galashiels including Early Learning and Complex Needs, all within the grounds of the existing school including the demolition of the former school.</p> <p>Provision of new primary school at Broomlands, Kelso, including Early Years, all within the grounds of the existing school including the demolition of the former school.</p> <p>Programme of works across the school estate to ensure compliance with a range of legislation in relation to Health & Safety, Care Inspectorate, Environmental Health and Insurers and enable improvement of safety in schools.</p> <p>Finalisation of new building for Complex Needs in Earlston</p> <p>Upgrade of early learning and childcare facilities, funded from ring fenced Government Grant</p>
<p>Social Care Infrastructure</p> <p>Adult Services Facilities Upgrades Care Inspectorate Requirements</p>	<p>To improve the adult services estate following a review of the estate. Block to implement requirements identified by Care Inspectorate</p>
<p>Sports Infrastructure</p> <p>Synthetic Pitch Replacements</p> <p>Sports Trust Plant & Services - Integrated Sport & Culture Trust and Other Sports Trusts</p>	<p>Fund is used to manage the replacement of synthetic pitch surfaces and is "replenished" by departmental revenue budgets over the life of the surface.</p> <p>Capital funding to support the leisure trusts in improving and refurbishing the sports and leisure facilities they run which are owned by the Council.</p>
<p>Culture and Heritage</p> <p>Public Halls upgrades Jim Clark Museum</p> <p>Sir Walter Scott Court House - Phase 1</p> <p>Sir Walter Scott Court House - Phase 2</p>	<p>Upgrade works to Council owned public halls</p> <p>Transformation of 44 Newton Street into new Jim Clark Museum. Assumed £0.699m external funding from Heritage Lottery, Museums Galleries Scotland.</p> <p>Development of the Category A listed property in Selkirk, Phase 1 being the upgrading of the external fabric of the building and is supported by an allocation of grant funding from the Selkirk Conservation Area Regeneration Scheme (CARS). Phase 2 is a major redevelopment of the Courthouse and adjacent building to provide a modern and attractive visitors centre which has disability access and modernised and upgraded exhibition areas and displays. This project is subject to the securing of significant external funding.</p>

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CAPITAL INVESTMENT PROPOSALS	OPERATIONAL PLAN			Total Operational Plan £'000	STRATEGIC PLAN							Grand Total £'000	Specific Project Funding £'000	Net Cost to SBC Capital £'000
	2017/18	2018/19	2019/20		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27			
	£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000			
CHIEF EXECUTIVE DEPARTMENT														
Pitches Programme														
Hawick 3G Synthetic Pitch	38			38								38		38
Jedburgh 3G Synthetic Pitch	99	1,168	19	1,286								1,286	(300)	986
	137	1,168	19	1,324								1,324	(300)	986
Economic Regeneration														
Central Borders Business Park - Phase 1	3,000	3,000		6,000								6,000	(1,000)	5,000
Eyemouth Regeneration		286	513	799								799		799
Newtown St Boswells Village Centre		16	20	36	20	84	84	120	56			400		400
Borders Town Centre Regeneration Fund Block	100	100	100	300	100	100	100	100	100	100	100	1,000		1,000
	3,100	3,402	633	7,135	120	184	184	220	156	100	100	8,199	(1,000)	7,199
Chief Executive Other														
ICT Transformation	1,108	473	449	2,030	566	599	468	526	381	336	526	5,432		5,432
Projects out with CGI Contract scope	80	80	80	240	80	80	80	80	80	80	80	800		800
IT Projects - pre CGI Contract	172			172								172		172
Great Tapestry of Scotland - Building	994	2,612	2,924	6,530	30							6,560	(3,200)	3,360
Private Sector Housing Grant - Adaptations	375	375	375	1,125	400	400	400	425	425	425	450	4,050		4,050
	2,729	3,540	3,828	10,097	1,076	1,079	948	1,031	886	841	1,056	17,014	(3,200)	13,814
Total Chief Executive Department	5,966	8,110	4,480	18,556	1,196	1,263	1,132	1,251	1,042	941	1,156	26,537	(4,500)	22,037
Other														
Waste Collection vehicles - Non P&V Fund		1,100	300	1,400				300	300			2,000	(1,200)	800
Plant & Vehicle Replacement - P&V Fund	2,000	2,000	2,000	6,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	20,000	(20,000)	
Emergency/Unplanned Schemes	300	300	300	900	300	300	300	300	300	300	300	3,000		3,000
Total Other	2,300	3,400	2,600	8,300	2,300	2,300	2,300	2,600	2,600	2,300	2,300	25,000	(21,200)	3,800

Sports Infrastructure Hawick 3G Synthetic Pitch Jedburgh 3G Synthetic Pitch	Development of 3G pitch Hawick and changing facilities. Initial development part funded by Sports Scotland. Development of 3G pitch Jedburgh. Initial development part funded by Sports Scotland.
Economic Regeneration Central Borders Business Park - Phase 1 Eyemouth Regeneration Newtown St Boswells Village Centre Borders Town Centre Regeneration Fund Block	To support the development of a Business Park to maximise the inward investment using the opening of the Borders Railway as a catalyst to provide modern, sustainable business space to support the future growth of the Scottish Borders economy. The preparation of a feasibility study has commenced following match funding support by Scottish Enterprise as part of the South of Scotland Strategic Alliance. The proposed budget is included at £6m, with an assumption of £1m from Scottish Enterprise. This will form the first phase of the potential development of the railhead at Tweedbank and linked to City Deal and Railway blue print. Regeneration of Eyemouth To provide an initial development phase for the village centre regeneration, with the potential to lead to a wider programme of regeneration activity in the village centre. An indicative budget of £0.1m per annum in the Strategic Plan period has been identified to support the outcome of the Locality/Town review work that is being initiated.
Chief Executive Other ICT Programme Projects out with CGI Contract scope IT Projects - pre CGI Contract Great Tapestry of Scotland - Building Private Sector Housing Grant - Adaptations	Programme of works and projects across the Council for all IT replacement requirements and upgrades. IT works and projects for areas not included within the scope of CGI Contract Finalisation of IT projects which commenced prior to CGI Contract To provide the permanent home for the Great Tapestry of Scotland at Galashiels. This includes the assumption of £3.2m external funding. To provide grant funding to assist the provision of major adaptation to private sector housing following a needs and priority assessment by
Other Waste Collection vehicles - Non P&V Fund Plant & Vehicle Replacement - P&V Fund	Budget provided through specific funding supported by the Waste revenue budget to provide for the replacement of several refuse lorries Fund is used to manage the replacement of plant and vehicles and is "replenished" by departmental revenue budgets over the life of the vehicle.

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CAPITAL FUNDING	OPERATIONAL PLAN			Total Operational Plan £000	STRATEGIC PLAN							Grand Total £000
	2017/18	2018/19	2019/20		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	
	£000	£000	£000		£000	£000	£000	£000	£000	£000	£000	
CFCR												
Easter Langlee Cell Provision	(216)	(354)		(570)								(570)
Synthetic Pitch Replacement	(94)			(94)								(94)
Wilton Lodge Park	(20)	0		(20)								(20)
	(330)	(354)	0	(684)	0	0	0	0	0	0	0	(684)
Specific Grants from Scottish Government												
Cycling, Walking & Safer Streets	(156)	(198)	(207)	(561)	(199)	(211)	(221)	(232)	(244)	(247)	(247)	(2,162)
Selkirk Flood Protection	(388)			(388)								(388)
Hawick Flood Protection	(756)	(1,556)	(9,558)	(11,870)	(12,562)	(6,482)						(30,914)
Flood Scheme Preparation	(367)	(350)	(350)	(1,067)	(350)	(350)	(350)	(350)	(350)	(350)	(350)	(3,517)
Early Learning & Childcare	(1,475)			(1,475)								(1,475)
School Estate Review	0	0		0	(2,666)	(6,000)	(6,820)	(2,746)	(3,667)			(21,899)
	(3,142)	(2,104)	(10,115)	(15,361)	(15,777)	(13,043)	(7,391)	(3,328)	(4,261)	(597)	(597)	(60,355)
Other External Grants & Contributions				0								
Selkirk Town Centre (Streetscape works)	(100)			(100)								(100)
Innerleithen - Walkerburn - Shared access route	(20)	(130)		(150)								(150)
Jim Clark Museum	(503)	(196)		(699)								(699)
Jedburgh 3G Synthetic Pitch		(300)		(300)								(300)
Wilton Lodge Park	(73)			(73)								(73)
Great Tapestry of Scotland - Building		(1,600)	(1,600)	(3,200)								(3,200)
Sir Walter Scott Court House - Phase 1	(191)			(191)								(191)
Sir Walter Scott Court House - Phase 2	0		(460)	(460)	(1,540)							(2,000)
Central Borders Business Park - Blueprint Funding	0	(1,000)		(1,000)								(1,000)
	(887)	(3,226)	(2,060)	(6,173)	(1,540)	0	0	0	0	0	0	(7,713)
Developer Contributions				0								
Peebles Bridge				0			(1,000)	(1,000)				(2,000)
Reston Station		(595)	(645)	(1,240)								(1,240)
Engineering Minor works	(14)			(14)								(14)
Broomlands Primary School	(365)	0		(365)								(365)
General inc. school estate	(977)	(100)	(100)	(1,177)	(100)	(100)	(100)	(100)	(100)	(100)	(100)	(1,877)
	(1,356)	(695)	(745)	(2,796)	(100)	(100)	(1,100)	(1,100)	(100)	(100)	(100)	(5,496)
Capital receipts	(1,903)	(2,300)	(1,760)	(5,963)	(300)							(6,263)
General Capital Grant	(14,474)	(15,393)	(15,392)	(45,259)	(14,000)	(14,000)	(14,000)	(14,000)	(14,000)	(14,000)	(14,000)	(143,259)
Plant & Vehicle Fund	(2,000)	(2,000)	(2,000)	(6,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(20,000)
Synthetic Pitch Replacement Fund			(364)	(364)		(153)	(358)	(369)	(380)	(1,132)	(473)	(3,229)
Borrowing	(14,680)	(10,383)	(9,282)	(34,345)	(6,470)	(6,816)	(12,827)	(8,718)	(1,871)	(1,772)	(1,375)	(74,194)
TOTAL CAPITAL FUNDING	(38,772)	(36,455)	(41,718)	(116,945)	(40,187)	(36,112)	(37,676)	(29,515)	(22,612)	(19,601)	(18,545)	(321,193)

Scottish Borders Council
 Draft Revenue Financial Plan 2017/18 - 2021/22 - Motion
 Additional Resources
 Additional budget being included in the plan for 2017/18 only

Budget Pressure	Service Area	2017/18 £000's	Notes
Roads investment	Commercial Services	512	
Localities Bid Fund	Chief Executive's	500	Split between 5 area forums on a population basis
Enhanced Tourism Signage	Economic Development	100	Specific project to support Economic Development
Play Areas and Skate parks	Neighbourhood Services	288	To support a number of identified projects and help community groups draw down external funding
Live Borders implementation costs	People	200	Implementation costs of savings proposed
Corporate Transformation programme	Corporate Transformation	500	Support for significant transformational change in the organisation
Total Additional Resources		2,100	

Scottish Borders Council
 Draft Revenue Financial Plan 2017/18 - 2021/22 - Motion
 Amended Savings Detail
 Additional budget being included in the plan to reduce savings for 2017/18 only

Budget Saving	Ref:	Theme	2017/18 £000's Original Saving	2017/18 £000's New Resources	2017/18 £000's Revised Saving	Notes
Reduce Roads review savings	WP1	Working with our Partners	(750)	259	(491)	Reduce targeted saving in 2017/18
Delay bus subsidy saving 2017/18 saving	LB4	Looking after the Borders	(200)	400	200	Delay 2017/18 saving and reinstate 2016/17 saving on a one-off basis
Defer School library review	MB4	Making best use of our People	(200)	75	(125)	Implement saving from August 2017
Defer Outdoor Education review	MB4	Making best use of our People	(150)	55	(95)	Implement saving from August 2017
Total New Pressures			(1,300)	789	(511)	

Capital Investment	Theme	2017/18 £000's Original Investment	2017/18 £000's New Resources	2017/18 £000's Revised Investment	Notes
Roads & Bridges	Road & Transport Infrastructure	8,756	888	9,644	Detailed plans to be developed
Total New Capital Investment		8,756	888	9,644	

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SCOTTISH BORDERS COUNCIL – 23 FEBRUARY 2017

STARRED ITEMS FROM COMMITTEE MINUTES

Tweeddale Area Forum 23 November 2016

3. MINUTES – A72 ACTION SUB-COMMITTEE

There had been circulated copies of the Minutes of Meetings of the A72 Action Sub-Committee held on 6 September and 20 October 2016. The Chairman of the A72 Action Sub-Committee, Councillor Cockburn thanked members of the Sub-Committee for the work carried out and asked that the recommendations as detailed in the minute of 20 October 2016 be endorsed by the Tweeddale Area Forum. Members discussed a proposed amendment to the recommendations, submitted by Community Councillor Lewin in the following terms “that the Action Sub-Committee’s future activities should be extended to include the A701 and the A703”, and agreed that although not to be part of the recommendations listed below, that the request be forwarded to the next group or its successors to take forward. Community Councillor Tatler requested that a further recommendation be added in the following terms “that there be an audit or review of street furniture” and this was unanimously accepted, and added to recommendation (g).

DECISION

* **AGREED to recommend that:-**

- (a) **the Tweeddale Area Forum, or its successors, create an action group, in the next Council term, comprising of Councillors (both local and with relevant portfolios), Community Councillors, and other interested parties such as local parliamentarians, and the group should also take into account how future works on the A72 could benefit business development in Tweeddale, such as cycling tourism;**

Jedburgh Common Good Fund Sub-Committee – 1 February 2017

5. APPLICATIONS FOR FINANCIAL ASSISTANCE

5.3 Jed Forest RFC

There had been circulated copies of an application for Financial Assistance from the Jed-Forest RFC towards the costs of major renovations to the Club facilities and extension to include a room for a gym and rehabilitation purposes, with disabled access and first floor viewing area in the sum of £50,000. The total cost was estimated at £350,000, and funding had been secured in the sum of £50,000 from the SRU and £100,000 from Sport Scotland. The outcome of an application from the Landfill Fund in the sum of £30,000 was awaited. The application explained that the rugby club was a focal point within the town and the success of the club both on and off the pitch had grown in recent years, and the Club was well thought of within the Community. The club was keen to play its part in getting the Community more active by providing a gym and rehab facility along with improved disabled facilities and changing facilities which would ensure adequate provision for all genders. The towns people would be given access to adequate facilities to help grow activity outwith the usual rugby provision. During the considerable discussion, the representatives present answered questions and various options were considered including a long term loan.

DECISION

* **AGREED TO RECOMMEND that Jedburgh Common Good Sub-Committee award a grant of £50,000 to the Jedforest RFC towards the major refurbishment of the Clubrooms commencing May 2017.**

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HAWICK FLOOD PROTECTION SCHEME

Report by Depute Chief Executive - Place

SCOTTISH BORDERS COUNCIL

23 February 2017

1 PURPOSE AND SUMMARY

- 1.1 **This report provides an update on the development of the Preferred Scheme through the Outline Design process and seeks authority for the Scheme's Project Board to commence taking this Preferred Scheme through the statutory process under the Flood Risk Management (Scotland) Act 2009 and the Flood Risk Management (Flood Protection Schemes, Potentially Vulnerable Areas and Local Plan Districts) (Scotland) Regulations 2010; as the Scheme requires an Environmental Impact Assessment.**
- 1.2 In 2013 the project team obtained Council approval to develop the Preferred Scheme through the Outline Design stage and the publication of the Scheme through the statutory process.
- 1.3 The key principles of the Preferred Hawick Flood Protection Scheme (the Scheme) have been maintained through the development of the Outline Design Process.
- 1.4 The project team have continued to deliver the output in accordance with the programme reported in September 2016 to maintain the target of publishing the Scheme in April 2017.
- 1.5 It is important to publish the Scheme in April 2017 so that the project team have sufficient time to resolve objection(s), to allow the Council to 'Confirm' the Scheme in September 2017.
- 1.6 The publication of the Scheme is the most important stage of the project for determining the programme and successfully obtaining funding as it opens up the Final Outline Design to public query and challenge that could result in an objection. If the programmed objection resolution process goes beyond the estimated three months it puts at risk delivering flood protection by June 2021 and the funding of the Scheme. The project team have mitigated this as far as possible with proactive engagement with statutory consultees and the community over the past two years to overcome key concerns.

- 1.7 The project team have undertaken a robust land referencing process to identify all land owners, land occupiers, businesses, individuals, agencies and community groups that need to be legally notified of the Scheme publication. The project team are currently undertaking a due diligence review of this information and using all reasonable endeavours to fill any gaps in owner or occupier details. This process will be complete prior to publication.

2 RECOMMENDATIONS

2.1 I recommend that the Council:-

- (a) Notes the progress made on the project since the update in September 2016.**
- (b) Approves the Final Outline Design for the Hawick Flood Protection Scheme that has been developed over the last two years.**
- (c) Authorises the project team to commence the Statutory Approvals processes identified in the Flood Risk Management (Scotland) Act 2009 and the 2010 Regulations.**
- (d) Instructs the project team to present the Hawick Flood Protection Scheme to Council for a decision (as detailed in the Flood Risk Management (Scotland) Act 2009 and the 2010 Regulations) as soon as possible after the end of the formal 28 days objection period.**

3 CURRENT APPROVAL BY COUNCIL

3.1 On 28 March 2013 Scottish Borders Council agreed to:

- acknowledge progress in advancing the design of the proposed Hawick Flood Protection Scheme since June 2012;
- approve the Preferred Hawick Flood Protection Scheme as detailed in the report; and
- delegate authority to the Scheme's Project Board to authorise the Project Team to commence Stage 4 (Outline Design) and Stage 5 (The Statutory Approvals Processes) of the Scheme's design.

3.2 A copy of the 2013 Preferred Scheme alignment is provided in **Annex 1**.

3.3 The approval allowed the project team to progress the Outline Design stage over the course of 2015 and 2016 based on the Preferred Scheme of 2013, adhering to the original objectives, where possible, as below:

1. The Scheme will protect against flooding from the River Teviot through the length of the town of Hawick;
2. The Scheme will protect against flooding from the Slitrig Water between Drumlanrig bridge and when it joins the Teviot;
3. The Scheme will not protect against the Slitrig above Drumlanrig Bridge;
4. A uniform level of protection will be provided to all areas of the town that are being protected. This will be against the 1 in 75 year flood event. This does not include an allowance for climate change;
5. The foundations of the flood defences will be designed such that the defence heights can be increased to protect against the 1 in 100 year flood event;
6. The total length of flood defences will be approx. 5.5km;
7. The average height of the flood defences will be approx. 1.5m above existing ground level;
8. Where the height of the new flood defences is greater than 1.4m it is intended to raise the existing ground level behind the new defences to restrict the height to no greater than 1.4m;
9. It will be required to provide seven new flood gates; and
10. New flood walls and embankments will be provided, however wherever it is possible the Scheme will incorporate the walls that currently exist at the edge of the river.

3.4 During the development of the Outline Design the following amendments have been made to the original objectives above:

3.3.4 A uniform level of protection will be provided to all areas of the town that are being protected. This will be against the 1 in 75 year flood event. This does not include an allowance for climate change,

thereby protecting 930 residential and commercial properties at risk;
 3.3.6 The total length of flood defences will be approximately 5.93km, with 5.6km of walls and 0.33km of embankments;

3.3.7 The average height of the flood defences will be approximately 1.63m above existing ground level, with a maximum of 2.55m at the High School;

3.3.8 Where the height of the new flood defences is greater than 1.4m it is intended to raise the existing ground level behind the new defences where possible, or use strategically placed glass panels to retain the visual connection with the River Teviot;

3.3.9 It will be required to provide a minimum of seven new flood gates;

New item 3.3.11 The walls will be designed for a lifespan of 100 years minimum.

New item 3.3.12 Maximise the cultural, heritage, educational, environmental, energy and health opportunities that a major Civil Engineering project can deliver in partnership with the community and external organisations.

3.5 During the development of the Outline Design the following amendments have been made to the original solutions:

Table 3.5 – Summary of the 2013 Preferred Scheme and the updated Outline Design for publication

Summary of the Preferred Scheme (by cell)				
Cell No.	Cell Name	Level of Protection Proposed	Original Description of Preferred Options (March 2013)	Updated Description (February 2017)
1	Volunteer Park, Hawick High School & Sandbed	1 in 75 year flood event	1. Solution at Volunteer Park to accommodate flood protection and proposals by Bill McLaren Foundation 2. Raise height of existing High School flood wall 3. New flood wall from Lawson Bridge to Albert Bridge and from Albert Bridge and approx. 15m around and past Sonia's Bistro to meet new flood wall continuing to Drumlanrig Bridge.	1. Solution at Volunteer Park does not hinder any future development by the Bill McLaren Foundation; 2. No Change 3. Offsets of new walls to be agreed at the Detailed Design stage with property owners; 4. Automatic or mobile pumping station to be decided at the Detailed Design Stage;

	Volunteer Park, Hawick High School & Sandbed cont..		<p>This new wall will be offset by approx. 2m from the existing buildings and will be located in what is currently river bed</p> <ol style="list-style-type: none"> 4. Automatic pumping station in Sandbed 5. High capacity drainage system behind defences 	<ol style="list-style-type: none"> 5. No Change. Mobile or insitu to be decided at Detailed Design Stage. 6. Lawson Bridge to be raised by 1m increase water flow past the structure and reduce upstream wall heights. Ramp access required to bridge. 7. Two new flood gates over this section. 8. The preferred design solution over the majority of this section is to use driven sheet piling as the foundations to the defence walls at it creates seepage control and minimises the disruption and utility diversions during the construction period.
2	Common Haugh & Commercial Road	Against 1 in 75 year flood event	<ol style="list-style-type: none"> 1. New flood embankment and wall along outside of Common Haugh car-park 2. New flood wall from Albert Bridge and Hawick Burn's Club to meet new flood wall on continuing to James Thompson Bridge and onwards. This new wall will be offset by approx. 2m from the existing buildings and will be located in what is currently river bed 3. Upgrade walls on Commercial Road to flood walls with new flood gate at footbridge 	<ol style="list-style-type: none"> 1. New flood walls through the grass area and to the south of the Common Haugh car-park. The walls are offset from the Lawson Bridge to allow an improved flow of water, thus reducing wall heights. 30% of the grassed area will be changed to new car parking to replace the space lost adjacent to the river by the offset of the wall. 2. No change. The offset of this new wall will be determined at the Detailed Design Stage in consultation with property owners.

	<p>Common Haugh & Commercial Road cont..</p>		<p>4. High capacity drainage system behind defences</p>	<p>3. Walls to be replaced with new flood walls as far as Bruce Motors.</p> <p>3a. The alignment of the new flood wall between Bruce Motors and New Bridge Roundabout will be determined by the additional Ground Investigation results in February 2017. Preferred solution is along the existing alignment. Alternative solution is to the rear of the existing footway with a flood gate across the A7 and flood gates for the existing development site and Aldi's</p> <p>4. Now also includes pumping stations. Insitu or mobile to be determined at the Detailed Design Stage.</p> <p>5. Up to 6 flood gates over this cell.</p> <p>6. The preferred design solution over the majority of this section is to use driven sheet piling as the foundations to the defence walls at it creates seepage control and minimises the disruption and utility diversions during the construction period.</p>
<p>3</p>	<p>Teviot Road, Teviot Crescent & Laidlaw</p>	<p>Against 1 in 75 year flood event</p>	<p>1. Upgrade walls on Mill Port to flood walls</p> <p>2. Interface with historical Slitrig Water</p>	<p>1. Replace existing walls with new flood defences located in the water channel.</p>

				defence walls at it creates seepage control and minimises the disruption and utility diversions during the construction period.
4	Duke Street Duke Street cont..	Against 1 in 75 year flood event	<ol style="list-style-type: none"> 1. New flood wall along line of existing railings to Noble Place with new flood gate at footbridge 2. Continue new wall to tie into high ground behind Glebe Mill 3. High capacity drainage system behind defences 	<ol style="list-style-type: none"> 1. No change 2. New wall continued along Glebe Mill Street past the Pringle factory to high ground. New ramp access over wall. 3. No change. Pumping station required 4. Mansfield Road footbridge raised by 400mm to ease flow and reduce wall heights upstream. Ramp access required. 5. Glass panels included in walls to retain visual connection with the River Teviot. 6. The preferred design solution over the majority of this section is to use driven sheet piling as the foundations to the defence walls as it creates seepage control and minimises the disruption and utility diversions during the construction period.
5	Mansfield Road (including HRFC to SBC Depot)	Against 1 in 75 year flood event	<ol style="list-style-type: none"> 1. New flood wall along line of existing railings to HRFC with new flood gate at footbridge 2. New flood 	<ol style="list-style-type: none"> 1. Also includes ramp access over wall opposite Mansfield Park and the SBC depot. 2. Changed to flood wall

	Mansfield Road (including HRFC to SBC Depot) cont...		<p>embankment by HRFC on existing grass but retaining approx. 105 parking spaces by road</p> <ol style="list-style-type: none"> 3. New flood walls and embankments from HRFC to tie into high ground beyond the existing SBC Depot 4. High capacity drainage system behind defences 	<p>to retain channel width and reduce wall heights. The unofficial parking spaces are replaced with parallel spaces on the road side of the wall.</p> <ol style="list-style-type: none"> 3. No change 4. A minimum of two pumping stations over this cell. 5. The preferred design solution over the majority of this section is to use driven sheet piling as the foundations to the defence walls at it creates seepage control and minimises the disruption and utility diversions during the construction period.
6	Weensland	Against 1 in 75 year flood event	<ol style="list-style-type: none"> 1. New flood embankment just outside existing buildings and yards crossing former Mill lade to tie into high ground at A698 2. High capacity drainage system behind defences 	<ol style="list-style-type: none"> 1. 50% of this solution changed to wall, as it maximises the channel width through this section to minimise overall defence heights. 2. Pumping station also included. Insitu or mobile to be determined at the detailed design phase.
7	Natural Flood Management	N/A	<ol style="list-style-type: none"> 1. Cell 7 is the catchment behind Hawick. It is not proposed to include for NFM across the catchment in the Preferred Scheme. There are currently significant efforts being made by the Scottish Government, SEPA and others to 	<ol style="list-style-type: none"> 1. This is phase 3 of the development of flood defences strategy for Hawick. Scottish Government has provided funding for the feasibility of this option and it will be complete by 2018.

			advance NFM science. It is therefore proposed that NFM – Cell 7 is reviewed during Stage 4 and consideration made at that point as to whether it is included in the Scheme	
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3.6 The layout plans for the Final Outline Design are provided in **Annex 2**.

4 PROGRESS UPDATE

4.1 Following the update to Council on 16 September 2016 the key outcome that have been achieved are:

- Stakeholder and public feedback analysis and review (Sept 2016);
- Complete Public Exhibition Report to review whole process and respond to the issues raised by Stakeholders and the Community (Sept/Oct 2016);
- Constructability audit of the Scheme to inform the final Outline Design and Land Referencing/Notification process (Sept 2016).
- Produce scopes of service for Utility diversions/protection, environmental mitigation and tree clearance enabling work packages (Sept to Dec 2016);
- Draft Environmental Statement (Sept to Dec 2016);
- Statutory bodies initial review of the Draft Environmental Statement (complete by 23 December 2016);
- Complete Land referencing process (Sept to Dec 2016);
- Micro exhibitions to inform the community of the development of the Outline Design following the comments received at the August 2016 exhibition (18 & 19 January 2017);
- Agreement in principle for solution to flooding problems at the Waste Water Treatment Works in Mansfield Road (18 January 2017);
- Meetings with groups and businesses within Hawick to inform them about the Outline Design development and deal with any concerns raised (Ongoing);
- Review of the Slitrig Water modelling with SEPA (ongoing);
- Review of structural capacity of the existing retaining structure in Commercial Road with Transport Scotland (Ongoing);
- Additional ground investigation in Commercial Road (25 January to 15 February 2017);
- Prepare notification process (January to March 2017); and
- £10k of Sustrans funding obtained to investigate the feasibility of upgrading of footways through the town into footway/cycleways. (ongoing).

5 FLOOD SCHEME APPROVAL PROCESS (CONFIRMED SCHEME)

5.1 The current mandate is to develop the Outline Design, the publication of the Preferred Scheme to obtain a 'Confirmed Scheme'. Once a 'Confirmed Scheme' is in place it is one of four milestones (Confirmed Scheme, Deemed Planning & CAR Licence, confirmed construction tender price) required to validate the project for Scottish Government funding through the construction period.

5.2 This report presents the Final Outline Design (provided in Annex 2) and supporting documents to Scottish Borders Council that will be published as the Preferred Scheme under the Flood Risk Management (Scotland) Act 2009; and the Flood Risk Management (Flood Protection Schemes, Potentially Vulnerable Areas and Local Plan Districts) (Scotland) Regulations 2010; as the scheme requires an Environmental Impact Assessment. The

suite of supporting documents (Final Draft – Scheme Operations Schedule, Scheme Drawings, Design Report, Environmental Statement, Environmental Statement Appendices, Construction Methodology Report, Appropriate Assessment Report and Controlled Activities Regulation documents), are included in the publication of the Scheme, will be provided in the Members Library for the week in advance of 23 February 2017 and at the following link on the internet.

<http://www.hawickfloodscheme.com/>

- 5.3 The Determination Period allows statutory stakeholders or private individuals to review the suite of project documents and raise any objections in relation to the Scheme design or the affects the Scheme may cause.
- 5.4 The Project Team have been proactively engaging with the community over the last twelve/eighteen months to obtain information to develop the Outline Design, but also to 'flush out' any issues that the community or statutory stakeholders may have to the proposals, so that action can be taken to avoid issues being raised during the Determination Period as valid objections to the Preferred Scheme.
- 5.5 The key actions that are required to be undertaken to obtain a 'Confirmed Scheme' are as follows:
- Develop draft Flood Protection Scheme operations model – February 2017
 - Final Outline design drawings into Scheme drawings – February 2017
 - SBC Project team sign-off – February 2017
 - **Scottish Borders Council approval to publish the Scheme – 23 February 2017**
 - Review & revise package of Scheme drawings – March 2017
 - Finalise Scheme of Publication (before Purdah period) – March 2017
 - Organise advertisement & Notification – by 17/04/17
 - Finalise Landownership details – 16/04/17
 - Publication date – 18/04/17
 - Determination Period – 19/04/17 to 16/05/17
 - Identify valid objections – 17/05/17 to 19/05/17
 - Discuss and negotiate with objectors (if required) – 22/05/17 to 28/07/17
 - Report to Council for Preliminary decision (if there are any valid objections) – August 2017 (subject to 2017 meetings calendar)
 - Process for withdrawal of objections(if there are any valid objections) – August 2017
 - **Scheme 'Confirmed' by Scottish Borders Council – September 2017 (subject to 2017 meetings calendar)**
- 5.6 If objections to the Scheme are upheld by objectors, the Scheme could be referred to a Local Authority hearing process or a possible Scottish Government lead Public Local Inquiry (resulting in an unknown time period). The flow chart summarising the legal process of a Flood Protection Scheme is provided in **ANNEX 3**. Step 6a onwards sets out the possible routes for

dealing with objections that have been upheld.

- 5.7 The delivery programme that has been communicated publically has not included any time beyond the statutory determination period and objection resolution period (totalling 85 working days) to get the Scheme confirmed by Scottish Borders Council. If a valid/relevant objection is submitted that cannot be mitigated and removed the decision to 'Confirm' the Scheme may have to be determined by an Inquiry, led by either the Local Authority (for a non-statutory objection), or the Scottish Government for a statutory stakeholder objection. It is likely that this could add on a significant period to the delivery programme.
- 5.8 The current funding period for the 42 approved schemes on the SEPA and Scottish Government list expires in March 2022. The next funding period will commence in April 2022 and will run until 2028, with a new list of prioritised schemes, determined on their individual merits.
- 5.9 The current estimated construction substantial completion date is June 2021 (when the town will be protected from flooding at 1 in 75 return period), nine months prior to the end of the Scottish Government funding period. Any delay caused by an Inquiry can be absorbed, to a degree, during this period, but it is likely that the inquiry process could be longer than nine months. There are 42 approved schemes in the funding period of 2016 to 2022, however it is unlikely that there is sufficient funding available for all of these projects, so it is important to secure the confirmation of funding as early as possible.
- 5.10 Section 6 highlights the importance of keeping to the current programme and obtaining Scottish Borders Council approval to proceed with the publication of the Final Outline Design and supporting documents, to enable the determination period to run through the pre-election period ('Purdah') for the 2017 Local Government Elections.
- 5.11 All ongoing actions, at the time of writing this report, will be complete prior to the publication of the Scheme.

6 LAND REFERENCING PROCESS

- 6.1 The accuracy of the land referencing process is fundamental to the success of the Statutory Process, as the Authority has to take all reasonable steps to identify all land owners, land occupiers, businesses, individuals, agencies and community groups that need to be legally notified of the Scheme.
- 6.2 This is a hugely onerous process due to the accuracy that is required, to avoid any objections to 'process' after the Scheme is confirmed; and the number of notifications that will be required.
- 6.3 The project team have created a detailed database of more than 2000 data points within:

- The limit of land affected (area affected by the construction);
- The limit of flooding (area affected by 1 in 75 return period);and
- The limits of notification (wider area to cover both of the above).

- 6.4 The project team commissioned the Registers of Scotland in 2016 to undertake the title search for land/property ownership within the limits of notification. This information has been incorporated into the Council’s GIS system to allow a database of information to be formed and used for the notification process.
- 6.5 Further information has been gained from the Gazetteer, the Scottish Assessors Association to provide details in relation to occupation.
- 6.6 The project team have undertaken an on-site review of ownership and occupation of sites throughout the town to test the accuracy of the information.
- 6.7 The project team will also have to identify any national groups, agencies and local groups/clubs that will be negatively or positively affected by the final flood protection Scheme. The legislation requires these parties to be notified of the published Scheme.
- 6.8 Any remaining gaps in information, at the time of writing this report, will be dealt with prior to the publication of the Scheme.

7 IMPLICATIONS

7.1 Financial

- (a) The budget estimate for the project was originally determined in September 2016 during the Outline Design development stage and the drafting of the Environmental Statement, and at that time, informed the preparation of the emerging Capital Programme. The proposed budget and profile was as follows:

Table 7.1(a) –Budget approved at Council on 9 February 2017, as part of the Capital Financial Plan.

	Historic all costs	2016/ 17 £000s	2017/ 18 £000s	2018/ 19 £000s	2019/ 20 £000s	2020/ 21 £000s	2021/ 22 £000s	TOTAL
Construction Cost Date Q1 2020								0
Total Estimate ¹	1,061	976	945	1,945	11,948	15,703	8,103	40,681

- (b) Following the finalisation of the Outline Design and Environmental Statement however, and a subsequent update to the quantified risk assessment in December 2016 (as part of the risk management strategy for the project), a revised budget estimate was established as

follows:

Table 7.1(b) – Current Scheme Estimate following Finalised Outline Design

	Historic all costs	2016/17 £000s	2017/18 £000s	2018/19 £000s	2019/20 £000s	2020/21 £000s	2021/22 £000s	TOTAL
Current Estimate	1,061	976	1,059	1,800	11,797	15,756	8,667	41,116

- (c) While the updated estimate for the project estimates a potential increase of £435k from the proposed budget approved in February 2017, it is not proposed to change the £40,681M estimate at this point in time as the project team are still pursuing returns from Utility companies, as the enabling works estimate was based on a comparison to the Selkirk Scheme; and undertaking an evaluation of the potential land and compensation costs. The quantified risk assessment will be re-evaluated in Summer 2017 and will hopefully be positively affected by the return of Utility diversion estimates and the Statutory process. If the Scheme successfully negotiates that Statutory process the budget will be re-assessed in the report to Council to 'Confirm' the Scheme. (It should also be noted that all these costs are pre-tender estimates which will be competitively tendered in the marketplace).
- (d) The Hawick Flood Protection Scheme is 16th on the national priority list and Scottish Government has funded 80% of cost incurred to date and confirmed funding at the same intervention rate for 2017/18 and part of 2018/19. This equates to a commitment to date of £3,647M.
- (e) The current estimated total Scottish Government funding, based on an 80% intervention rate, would equate to £32,545M, based on the approved Capital Financial Plan.
- (f) In 2013 the project team provided an assessment of the Benefit Cost Ratio for the project, based on the Total Avoided Damages (or Benefits), calculated in line with the DEFRA FCERM-AG and following best practice using "The Benefits of Flood and Coastal Risk Management: A Manual of Assessment Techniques" (Flood Hazard Research Centre, 2005), often referred to as the Multi Coloured Manual. The Multi Coloured Manual method provides the user with mechanisms to estimate the likely damages caused by flooding. The manual includes methods to assess the following types of damages: (i) damage to residential properties and the expense of clearing; (ii) damage to non-residential properties and the expense of clearing up; (iii) damage to agricultural land and the expense of clearing up; (iv) damage as a consequence of the closure of transport links; (v) expense incurred by emergency services; (vi) damage caused by the loss of energy supply; and (vii) intangible damage caused by flooding e.g. stress and poor health. The costs of these damages are not specific costs that would be incurred by SBC: they are the total costs that could be expected to be borne by all parties in the event of the flood being realised. The original table is provided below:

Table 7.1(d)- BCR Summary of 2013 Preferred Scheme

Detail of the Preferred Scheme Total Scheme Cost (By cell)				
Cell No.	Cell Name	Present Value Costs (Q3 2012)		
		Capital & Maintenance Costs	Benefits	Benefit to Cost Ratio (BCR)
1	Volunteer Park, Hawick High School & Sandbed	£4,594,784	£16,453,987	3.58
2	Common Haugh & Commercial Road	£4,684,635	£21,734,876	4.63
3	Teviot Road, Teviot Crescent & Laidlaw Terrace	£4,182,320	£8,907,724	2.13
4	Duke Street	£3,505,975	£17,216,378	4.91
5	Mansfield Road (including HRFC to SBC Depot)	£8,726,800	£17,463,660	2.00
6	Weensland	£2,284,447	£2,617,206	1.26
7	Natural Flood Management (NFM)	£0	£0	0
TOTALS		£27,968,961	£84,393,831	3.02

(g) The 2013 Preferred Scheme provided an average Benefit Cost Ratio of 3.02 across all six cells and this information was used as supporting evidence to obtain a placing on the SEPA priority funding list for 2016 to 2022. Based on the current estimated cost of £40,681M and with no inflation added to the original benefits derived of £84,393M the updated Benefit Cost Ratio is 2.07 maintaining a positive benefit for the public money that will be invested.

(h) If we were to apply inflation to the calculated benefits, following the BCIS index for construction inflation, the benefits at today's prices would be increased by 30.05% (£109,754M), equating to a Benefit Cost Ratio of 2.69.

7.2 Risk and Mitigations

(a) Despite all of the proactive engagement the project team have undertaken with the community and statutory consultees over the last two years there is still a high chance of receiving 'valid' objections during the Statutory process, as the slightest concern can be lodged as an objection. The team have mitigated this by allowing three

months to engage with objectors and attempt to find a solution to their concerns.

- (b) If there are objections still remaining in August 2017, the project team will assess the likelihood of the successful removal of the objection, prior to a decision to continue to negotiate with objectors; or implement the required inquiry process. If decisive action is taken in this scenario it will minimise the impact on programme and the likelihood of missing the funding window.
- (c) The project team will continue to work with Transport Scotland to find the appropriate solution to provide flood protection to Commercial road in the vicinity of the existing retaining wall. If it is proven that the wall can cope with the loading from an additional flood defence structure then the new wall can be location along the existing wall alignment. If the current structure is proven not to have the capacity to cope with additional loading then the project team will work with Transport Scotland to identify a solution that maintains flood protection to the full length of Commercial Road. The worst case scenario for Commercial Road is that the section between Bruce Motors and the New Bridge Roundabout would not be protected, but the adjacent properties and land would be protected with a flood wall at the back of the existing footway.
- (d) The project team have undertaken significant flood assessment in 2016 to aid SEPA in their analysis of the level of flood event that the Slitrig Water experienced in January 2016. This work will be complete prior to publication of the Scheme and will continue the flood modelling validation that is required with SEPA.
- (e) The Final Outline Design contains a number of risks that will need to be investigated and mitigated at the Detailed Design stage. The project team have identified the risk and quantified their impact for inclusion in the project's budget estimate.

7.3 **Equalities**

An Equalities Impact Assessment has been carried out on this proposal and it is anticipated that there are no adverse equality implications.

7.4 **Acting Sustainably**

There are no effects at this stage of the project.

7.5 **Carbon Management**

- (a) The construction of a Flood Protection Scheme will generate a carbon footprint with the use of reinforced concrete walls and sheet piling. This is unavoidable in Hawick to deliver the project objective of a 1 in 75 level of protection with a 100 year design life.
- (b) The impact has been mitigated by delivering a lower level of protection for direct defences and focusing on up-stream Natural Flood

Management provisions to increase the level of protection in future years.

7.6 Rural Proofing

Not applicable.

7.7 Changes to Scheme of Administration or Scheme of Delegation

Not applicable.

8 CONSULTATION

8.1 The Chief Financial Officer, the Monitoring Officer, the Chief Legal Officer, the Chief Officer Audit and Risk, the Chief Officer HR, the Clerk to the Council and Corporate Communications have been consulted and comments received have been incorporated into the final report.

Approved by

Philip Barr
Depute Chief Executive - Place

Signature

Author(s)

Name	Designation and Contact Number
Ewan Doyle	Project Management Team Leader – 01835 825124

Background Papers: 28 March 2013, 29 September 2016

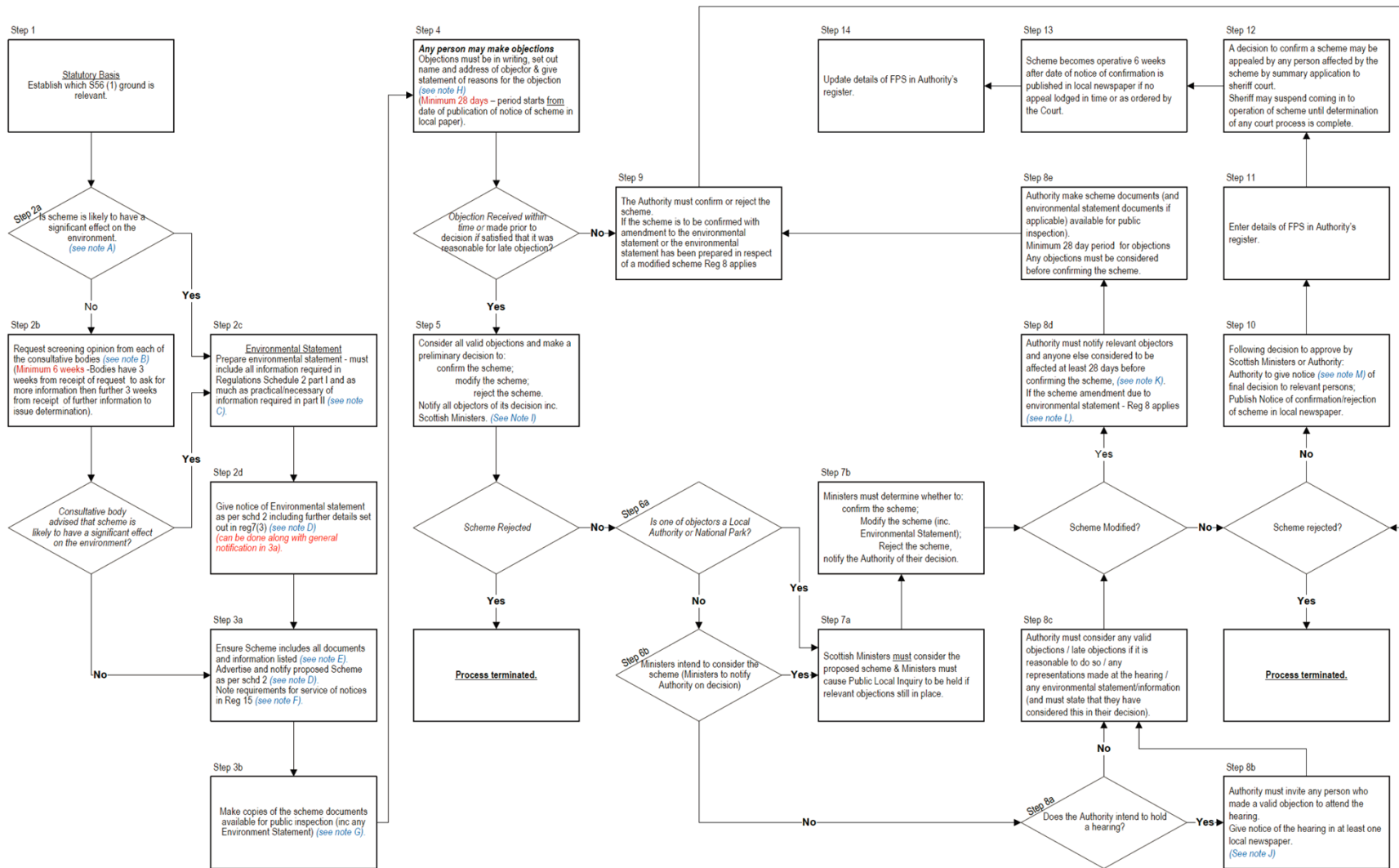
Previous Minute Reference:

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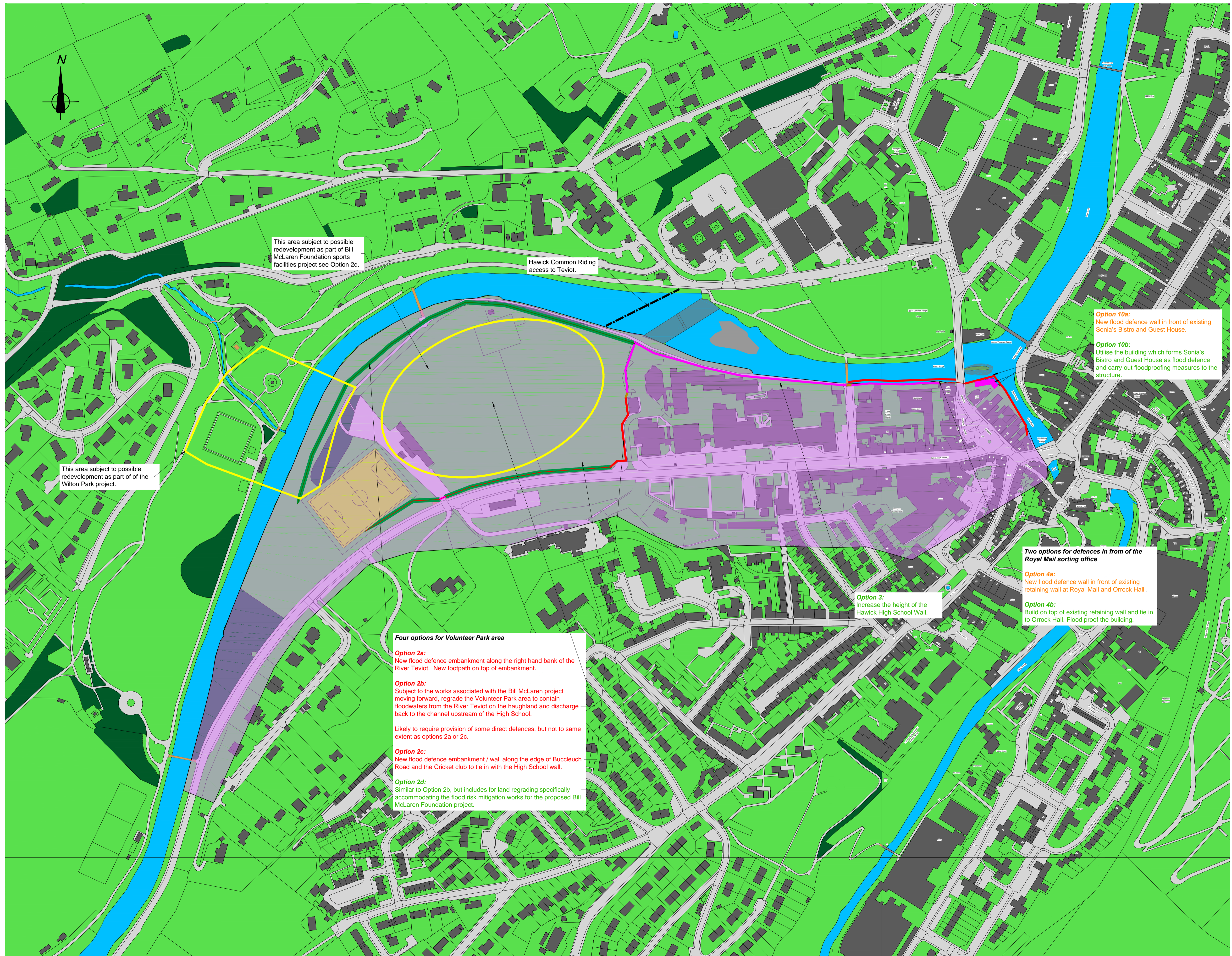
Contact us at Jacqueline Whitelaw, Place, Scottish Borders Council, Council Headquarters, Newtown St Boswells, Melrose, TD6 0SA, Tel 01835 825431, Fax 01835 825071, email eitranslationrequest@scotborders.gov.uk.

Legal Process

It has been assumed that technical appraisals, design, costing and initial informal public consultation has all been done



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This area subject to possible redevelopment as part of Bill McLaren Foundation sports facilities project see Option 2d.

Hawick Common Riding access to Teviot.

This area subject to possible redevelopment as part of the Wilton Park project.

Option 10a:
New flood defence wall in front of existing Sonia's Bistro and Guest House.

Option 10b:
Utilise the building which forms Sonia's Bistro and Guest House as flood defence and carry out floodproofing measures to the structure.

Two options for defences in front of the Royal Mail sorting office

Option 4a:
New flood defence wall in front of existing retaining wall at Royal Mail and Orrock Hall.

Option 4b:
Build on top of existing retaining wall and tie in to Orrock Hall. Flood proof the building.

Four options for Volunteer Park area

Option 2a:
New flood defence embankment along the right hand bank of the River Teviot. New footpath on top of embankment.

Option 2b:
Subject to the works associated with the Bill McLaren project moving forward, regrade the Volunteer Park area to contain floodwaters from the River Teviot on the haughland and discharge back to the channel upstream of the High School.

Likely to require provision of some direct defences, but not to same extent as options 2a or 2c.

Option 2c:
New flood defence embankment / wall along the edge of Buccleuch Road and the Cricket club to tie in with the High School wall.

Option 2d:
Similar to Option 2b, but includes for land regrading specifically accommodating the flood risk mitigation works for the proposed Bill McLaren Foundation project.

Key Plan:

Notes:

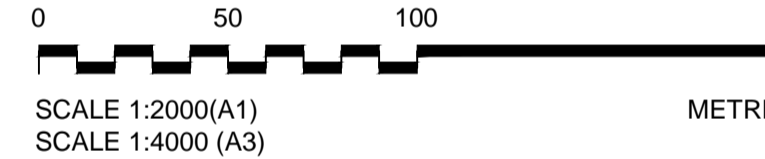
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Key

- New flood defence wall - no existing infrastructure incorporated into the defence —
- New flood defence embankment —
- Existing infrastructure to be fully or partially incorporated into the flood defence wall —
- New Flood Gate —

Colour coding for options

- Green - Preferred option
- Orange - Alternative option
- Red - Option rejected and not to be considered further



FOR CONSULTATION

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Rev	By	Chkd	Apprd	Date	Description



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Project
HAWICK FLOOD PROTECTION SCHEME

Drawing
OPTION APPRAISAL CELL 1 PLAN

Drawn by: GDM Date: 28/09/12
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Approved by: Steven Vint Date: 28/09/12

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New flood defence embankment —

Existing infrastructure to be fully or partially incorporated into the flood defence wall —

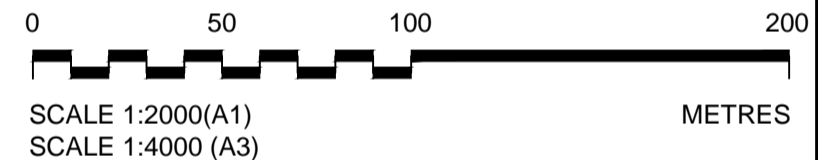
New Flood Gate —

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HAWICK FLOOD PROTECTION SCHEME

Drawing
OPTION APPRAISAL CELL 2 PLAN

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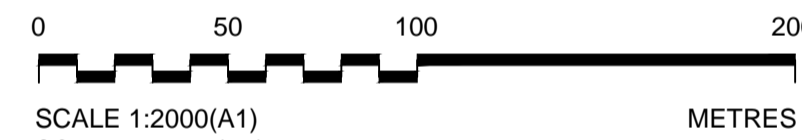
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HAWICK FLOOD PROTECTION SCHEME

Drawing
OPTION APPRAISAL CELL 3 PLAN

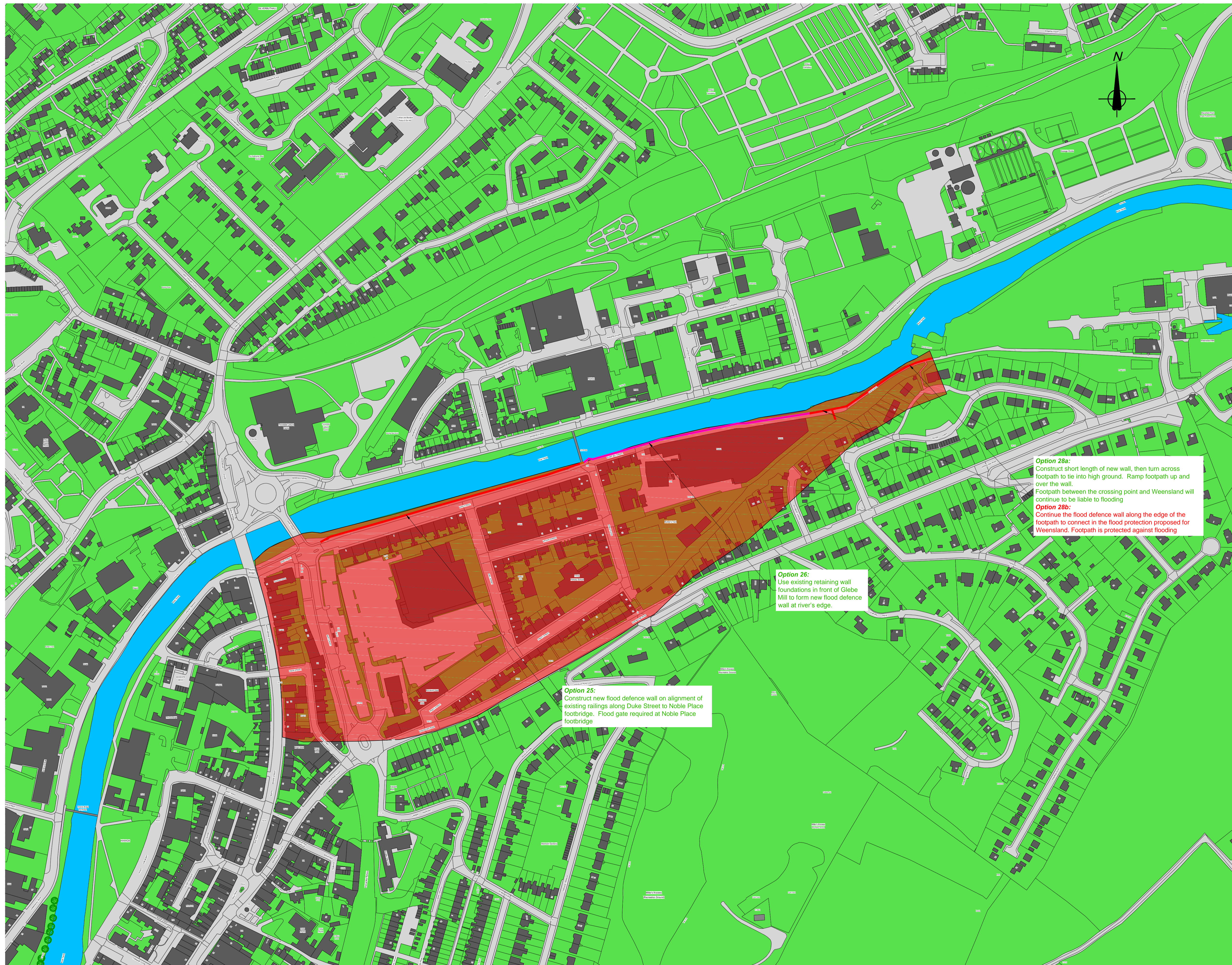
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Option 25:
Construct new flood defence wall on alignment of existing railings along Duke Street to Noble Place footbridge. Flood gate required at Noble Place footbridge.

Option 26:
Use existing retaining wall foundations in front of Glebe Mill to form new flood defence wall at river's edge.

Option 28a:
Construct short length of new wall, then turn across footpath to tie into high ground. Ramp footpath up and over the wall. Footpath between the crossing point and Weensland will continue to be liable to flooding.
Option 28b:
Continue the flood defence wall along the edge of the footpath to connect in the flood protection proposed for Weensland. Footpath is protected against flooding

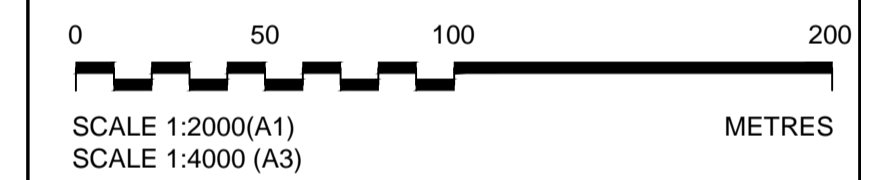
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Drawing
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Option 27:
Consider removal of gravel island for local flood risk reduction purposes.

Option 24:
Construct new flood defence wall along alignment of existing railings for entire length of Mansfield Road. Flood gate required at Noble Place footbridge

Option 28:
Continue new flood defence wall along alignment of existing railings to the Hawick RFC grass car park

Option 29a:
Construct new embankment close to the edge of Mansfield Road, effectively closing the car park

Option 29b:
Construct new embankment close to the edge of the River Teviot, maintaining functionality of the car park

Option 29c:
Construct new set back embankment, approx 5m from Mansfield Road to permit retention of car parking next to the Rugby Club, but reducing impact on flood plain compared to 29b

Key Plan:

Notes:

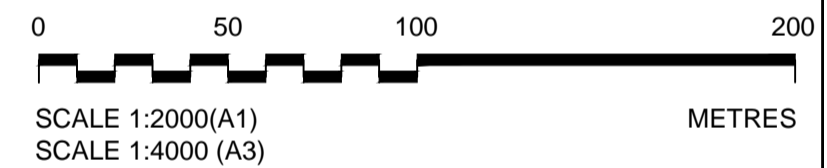
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Option 31a:
Return the flood defence wall to tie in with high ground. SBC Recycling centre and depot remains at risk of flooding. Flood gate required across Mansfield Road to permit access to depot

Option 30:
Construct new flood defence wall along edge of Mansfield Road as far as the gap site just west of the SBC Recycling Centre

Option 31b:
Continue the flood defence wall to protect the SBC Recycling centre and depot

Key Plan:

Notes:

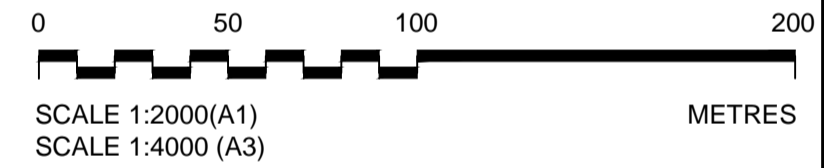
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Drawing
**OPTION APPRAISAL
CELL 5 SHEET 2**

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Option 32:
Remove the fill material which was deposited after demolition of the Weensland Mill to make more space for the river, locally reducing flood levels

Option 33:
Construct new flood defence embankment along alignment of existing bund. Embankment to return to tie in with high ground adjacent to Weensland Road. Culvert with flap valve beneath the embankment to allow flow from former Mill Lade to discharge to River Teviot

Option 28a:
Construct short length of new wall, then turn across footpath to tie into high ground. Ramp footpath up and over the wall. Footpath between the crossing point and Weensland will continue to be liable to flooding

Option 28b:
Continue the flood defence wall along the edge of the footpath to connect in the flood protection proposed for Weensland. Footpath is protected against flooding

Key Plan:

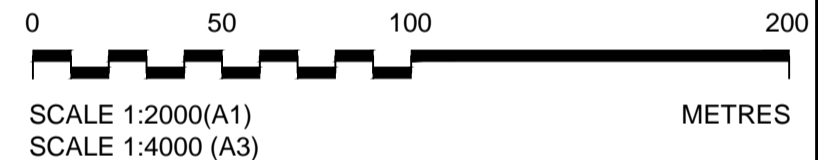
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OPTION APPRAISAL CELL 6 PLAN

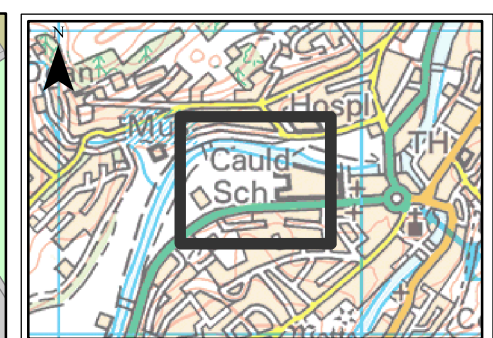
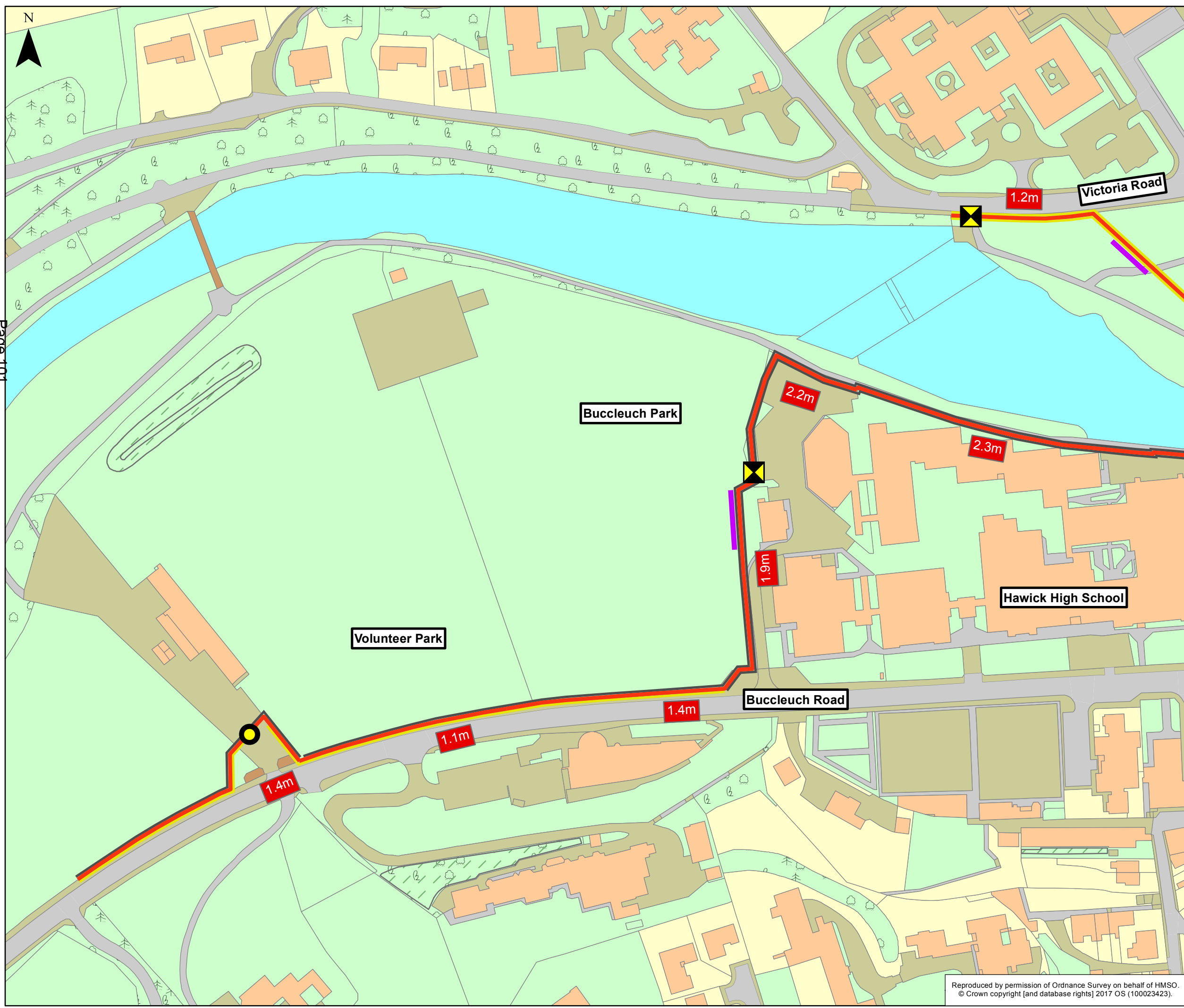
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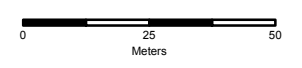
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- KEY**
-  Flood Wall
 -  Embankment
 -  Flood Gates
 -  Pumping Station
 -  Ramp/Stair Access
 -  Raised Footbridge
 -  Whinstone Cladding
 -  Sandstone Cladding
 -  Formed Concrete
 -  Glass Panels

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Project :
Hawick Flood Protection Scheme

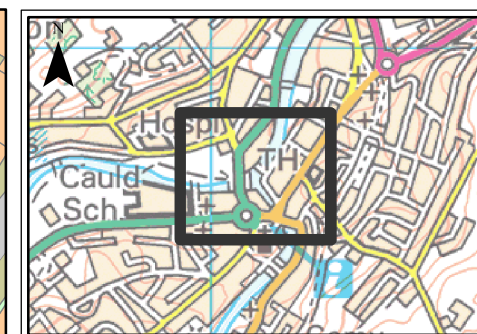
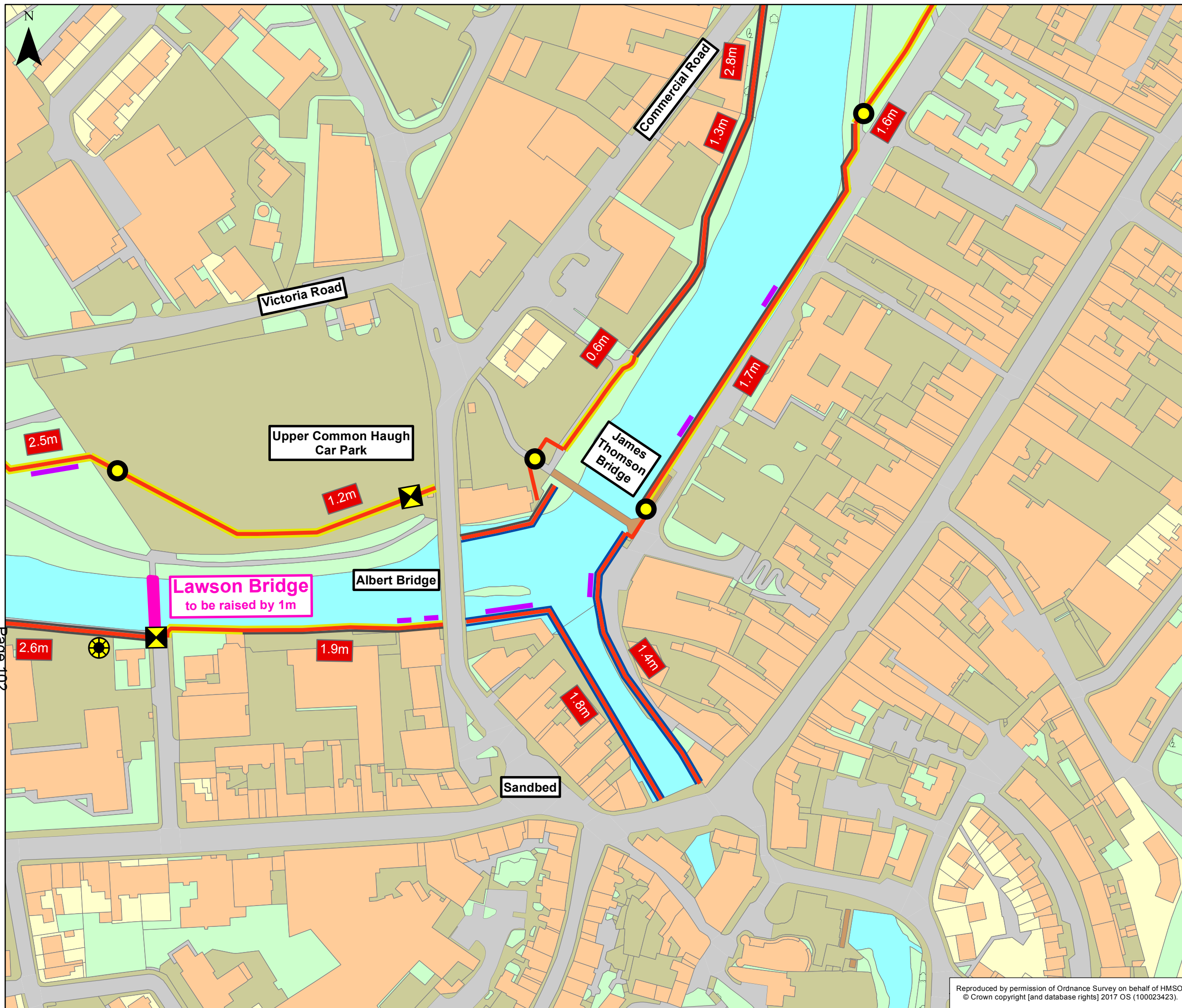
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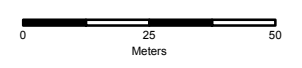
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- KEY**
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 - Pumping Station
 - Ramp/Stair Access
 - Raised Footbridge
 - Whinstone Cladding
 - Sandstone Cladding
 - Formed Concrete
 - Glass Panels

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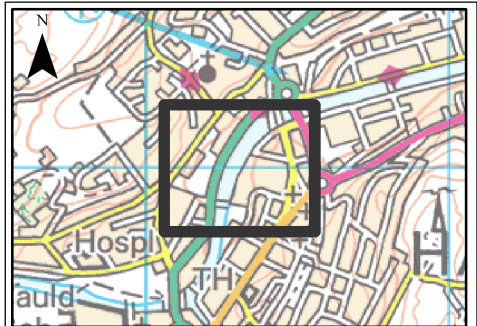
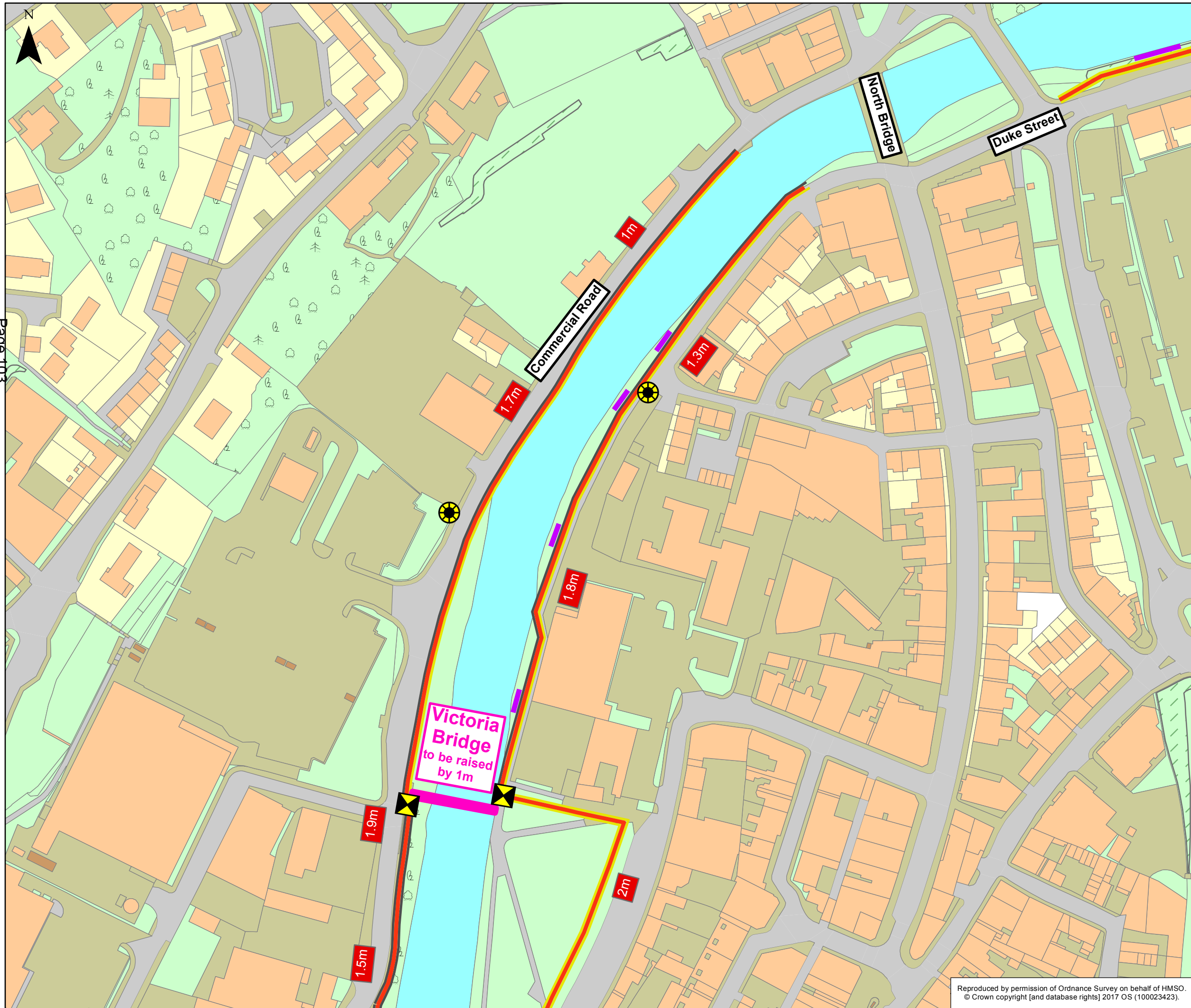
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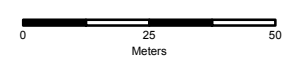
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 - Ramp/Stair Access
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 - Glass Panels

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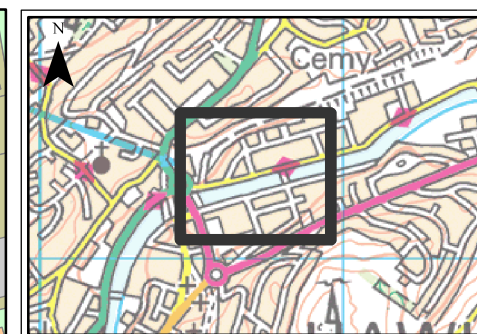
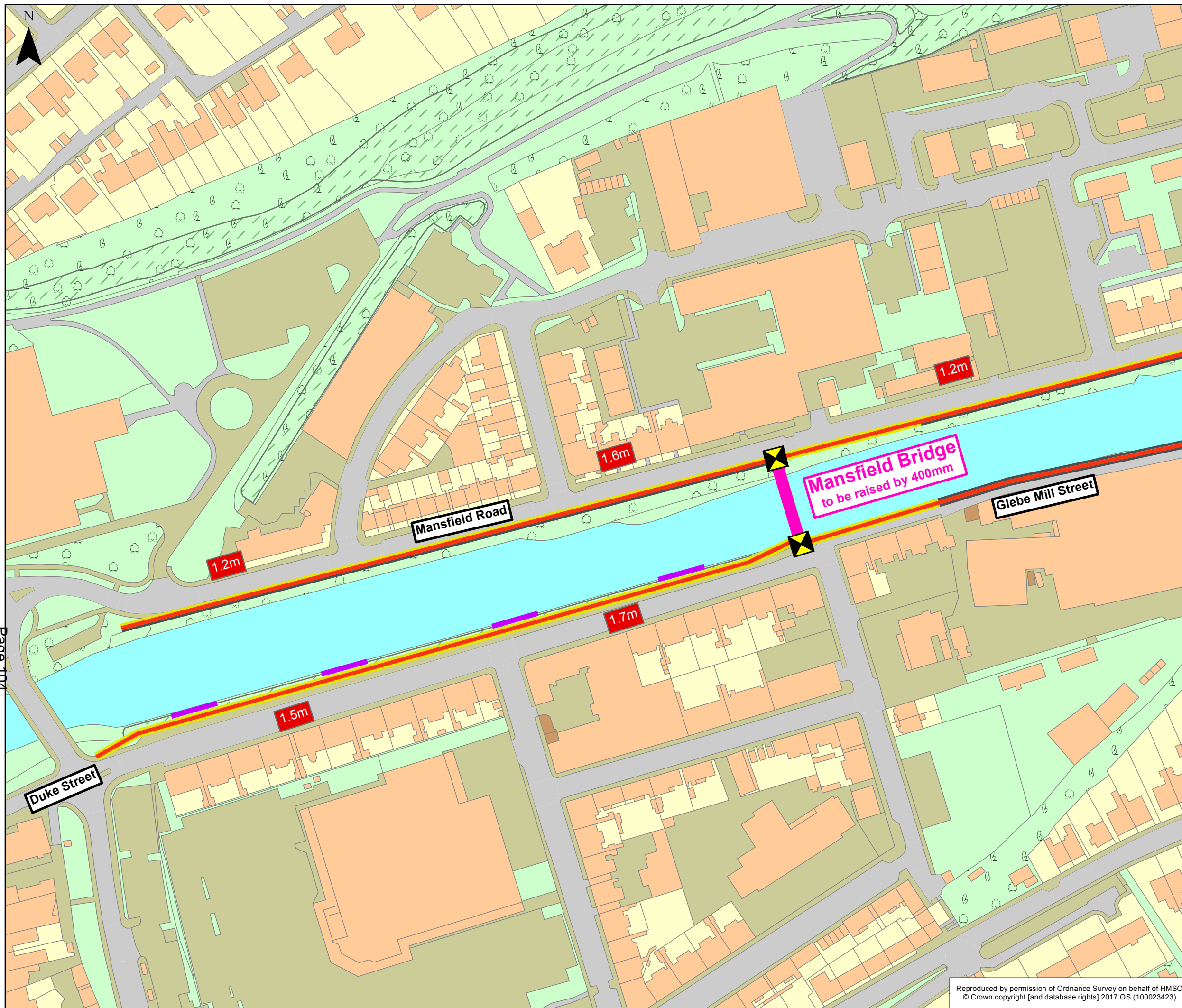
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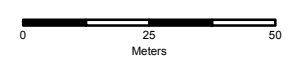
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- KEY**
- Flood Wall
 - Embankment
 - Flood Gates
 - Pumping Station
 - Ramp/Stair Access
 - Raised Footbridge
 - Whinstone Cladding
 - Sandstone Cladding
 - Formed Concrete
 - Glass Panels

Map Centre:
350712 · 615271



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Glasgow, G31 3AU
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Project :
Hawick Flood Protection Scheme

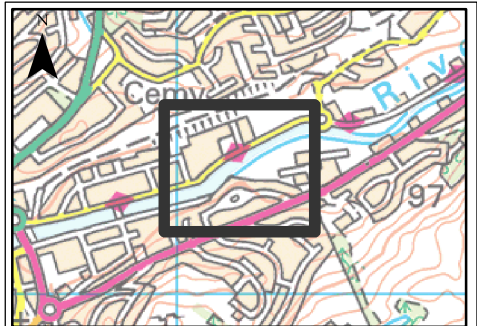
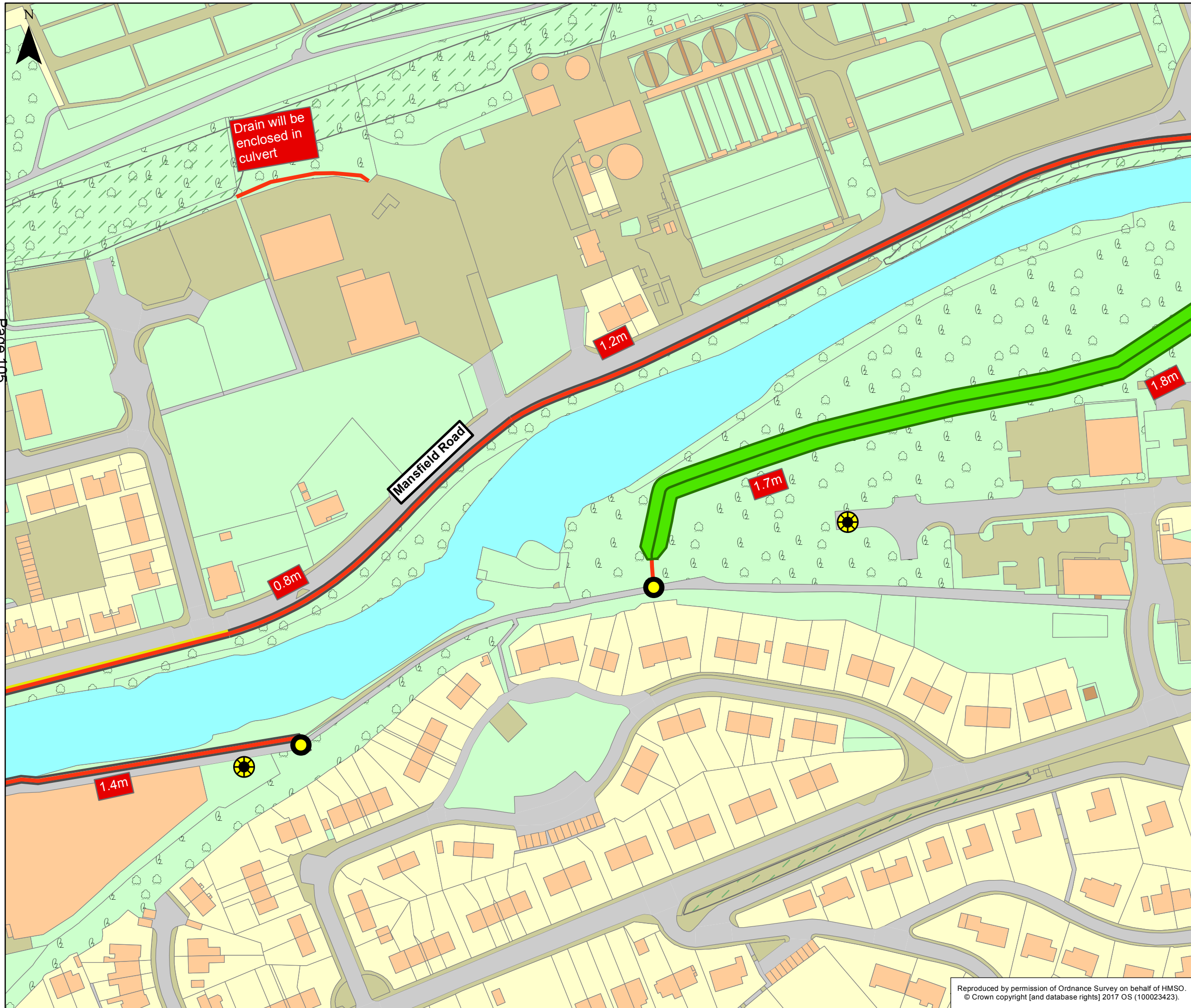
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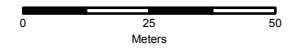
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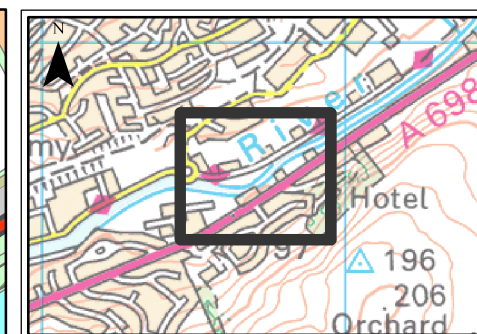
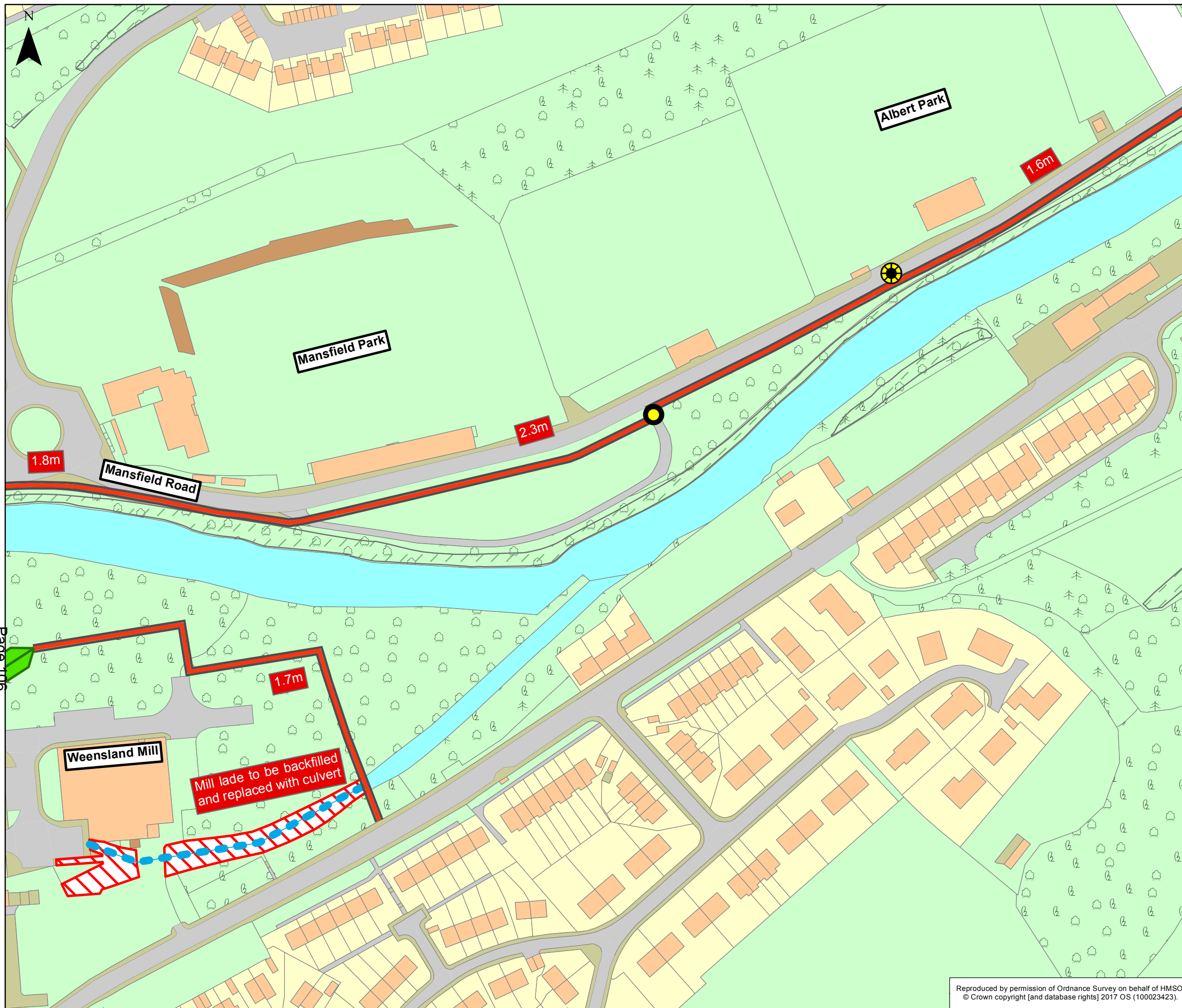
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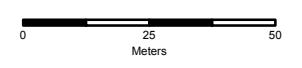
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351705 · 615559



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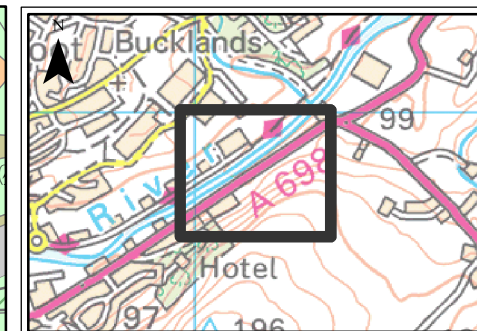
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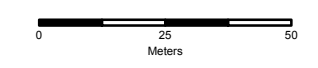


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Map Centre:
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COUNCIL AND TENANT REPRESENTATION ON THE BOARD OF SCOTTISH BORDERS HOUSING ASSOCIATION

Report by Service Director Regulatory Services

SCOTTISH BORDERS COUNCIL

23 February 2017

1 PURPOSE AND SUMMARY

- 1.1 This report gives details of proposed changes to the governance structure of Scottish Borders Housing Association (SBHA), including the removal of guaranteed places for Local Authority Members nominations and the reserved vacancies for tenant Shareholding Members of SBHA on the Board of Management, and recommends approval of these changes to SBHA Rules.**
- 1.2 SBHA has carried out a review to strengthen and future-proof their governance structure. The result of this review included a proposal to move away from a constituency model to a skills-based Board of Management. Community and tenant involvement will be a key part of the new skills based Board, and Councillors and tenants will be encouraged to apply for Board Membership through the new skills-based process.
- 1.3 The Stock Transfer Agreement between Scottish Borders Council (SBC) and SBHA states at Schedule 2, Part A, paragraph 6.1 that:

'The Association shall - not change the Rules of the Association so as to reduce the level of Local Authority or tenant representation or the ability of tenants to participate in the running of the Association (including, without limitation, the ability of tenants to participate in direct elections for the appointment of tenant Board or Committee Members) without the Council's prior written consent.'

2 RECOMMENDATIONS

- 2.1 I recommend that Council approves the changes to SBHA's Rules to future-proof and strengthen their governance structure by moving to a skills based Board**

3 BACKGROUND

- 3.1 SBHA was set up in 2003 and their Board of Management was formed along a constituency model, with 18 Board Members of which 5 were Tenants, 5 Independents, 5 Councillors, and 3 Co-optees. In 2014, SBHA reduced the size of their Board to 15, with SBC approving a reduction in Councillor spaces to 3.
- 3.2 Under the 2003 Stock Transfer Agreement, SBC is required to give written consent prior to any change in the level of Local Authority or Tenant representation.
- 3.3 A wider consideration for Councillors is the Office of National Statistics (ONS) decision to reclassify Registered Social Landlords (including SBHA) in Scotland as public bodies. Current legal opinion suggests that legislation will be introduced in the summer of 2017 to limit Local Authority influence over Registered Social Landlords, as part of a range of measures intended to reverse the ONS decision. This would be likely to include restriction or removal of SBC's ability to consent to Rule changes as per the Transfer Agreement.
- 3.4 SBHA and SBC Officers are aware of these possible changes as a result of the ONS decision and are actively working together to pursue continued collaborative working.

4 PROPOSED CHANGES

- 4.1 SBHA's Board of Management agreed at their meeting on 7 December 2016 to proceed with a Rule change which will put in place a skills based governance structure. This was based on the recommendations of SBHA's governance working group, and the intention of the changes is to future proof SBHA's governance structure, ensure it is fit for purpose and contains an appropriate skills set.
- 4.2 The principal changes proposed by SBHA's Board are below. These will be subject to a vote of SBHA's shareholders in summer 2017. Members should note that these form part of a package of measures, and approval from Councillors is being sought only in respect of paragraph (b) below.
 - a) Move away from the governance structure shown in **Appendix 1** and adopt the streamlined governance structure shown in **Appendix 2**, which demonstrates enhanced customer focus and incorporates the wide range of opportunities for tenants to get involved within, and outwith, the formal governance structure;
 - b) Amend the Rules to move to a skills based Board, removing the current requirement that there be a set level of Local Authority and tenant representation on the Board of Management;
 - c) Reduce the size of the Board to (up to) 13 Members to achieve greater efficiency in decision-making, and a good team dynamic; and

- d) Amend the Rules so that (up to) 5 Board Members are recruited, and (up to) 5 are elected by SBHA's shareholders. This will leave 3 reserved Board vacancies to allow flexibility for 2 Co-optee positions if short term specialist skills are required and the appointment of an Executive member if the Board deems it necessary.
- 4.3 SBHA held a briefing with their tenant organisation, Scottish Borders Tenants Organisation (SBTO), and the feedback received on all of the changes was very positive. The changes were thought to be a good way forward and would strengthen governance of SBHA overall, as well as having a positive impact on the role of SBTO.
- 4.4 A full tenant, stakeholder and shareholder consultation will be undertaken by SBHA prior to any of the Rule changes being put to a vote of their shareholders.

5 OUR WORKING RELATIONSHIP WITH SBHA

- 5.1 SBC and SBHA have a strong track record of working together in the Borders to achieve positive outcomes for both partners. The 2011 Concordat set the basis of this, and was the first of its kind in Scotland between a Local Authority and a Housing Association. It committed to increasing affordable housing supply, promoting tenancy sustainment, improving value for money and enhancing local communities.
- 5.2 Working in partnership under this framework, SBC and SBHA have delivered 59 new homes, and brought over 100 long term empty homes back into use. This has included the large scale Stonefield Estate regeneration - a partnership between SBC, Ark Housing and SBHA to provide homes specifically designed for adults with learning disabilities - and a joint business case for the retention of Right to Buy receipts from the Scottish Government to fund 8 family homes at Deanfield and redevelop Myreslaw Court in Hawick.
- 5.3 Alongside increasing the supply of affordable housing and regeneration, this partnership has also delivered joint protocols to prevent homelessness amongst young people due to rent debt. The partnership has worked to transform approaches to anti-social behaviour and domestic abuse. The joint SBC and SBHA Through Care and After Care project (formerly known as the Transitions Project) has gone from strength to strength supporting young people leaving care to live independently and to date 47 young people have moved on to live independently.
- 5.4 The vision for delivery of the relationship the Concordat sought to achieve is reflected in these examples and the Borders Housing Alliance and the delivery of the Local Housing Strategy.
- 5.5 Given that there is such an effective partnership between SBC and SBHA it is considered that the need for Local Authority membership on SBHA's Board of Management is significantly reduced.

6 IMPLICATIONS

6.1 Financial

There are no financial implications attached to any of the recommendations contained in this report.

6.2 Risk and Mitigations

Links between SBC and SBHA have strengthened over time and this provides a key means of engagement between both organisations to ensure delivery of strategic and operational commitments, objectives and joint outcomes.

6.3 Equalities

It is SBHA's Board of Management responsibility to ensure that recruitment to, and composition of, the Board of Management follows Equalities best practice. It is anticipated that there are no adverse impacts in respect to race, disability, gender, age, sexual orientation and religion or belief under the Equalities Act 2010 arising from the proposals in this report.

6.4 Acting Sustainably

It is considered that the report recommendations will have a neutral effect regarding any economic, social or environmental effects of the proposed Rules change.

6.5 Carbon Management

There are no direct carbon emissions impacts as a result of this report.

6.6 Rural Proofing

No adverse impact on the rural areas has been identified from the proposals contained in this report.

6.7 Changes to Scheme of Administration or Scheme of Delegation

No changes are required to either the Council's Scheme of Administration or the Scheme of Delegation as a result of the proposals in this report.

7 CONSULTATION

7.1 The Chief Financial Officer, the Monitoring Officer, the Chief Legal Officer, the Chief Officer Audit and Risk, the Chief Officer HR and the Clerk to the Council have been consulted and any comments received have been incorporated into the final report.

Approved by

Brian Frater

Service Director Regulatory Services

Signature

Author(s)

Name	Designation and Contact Number
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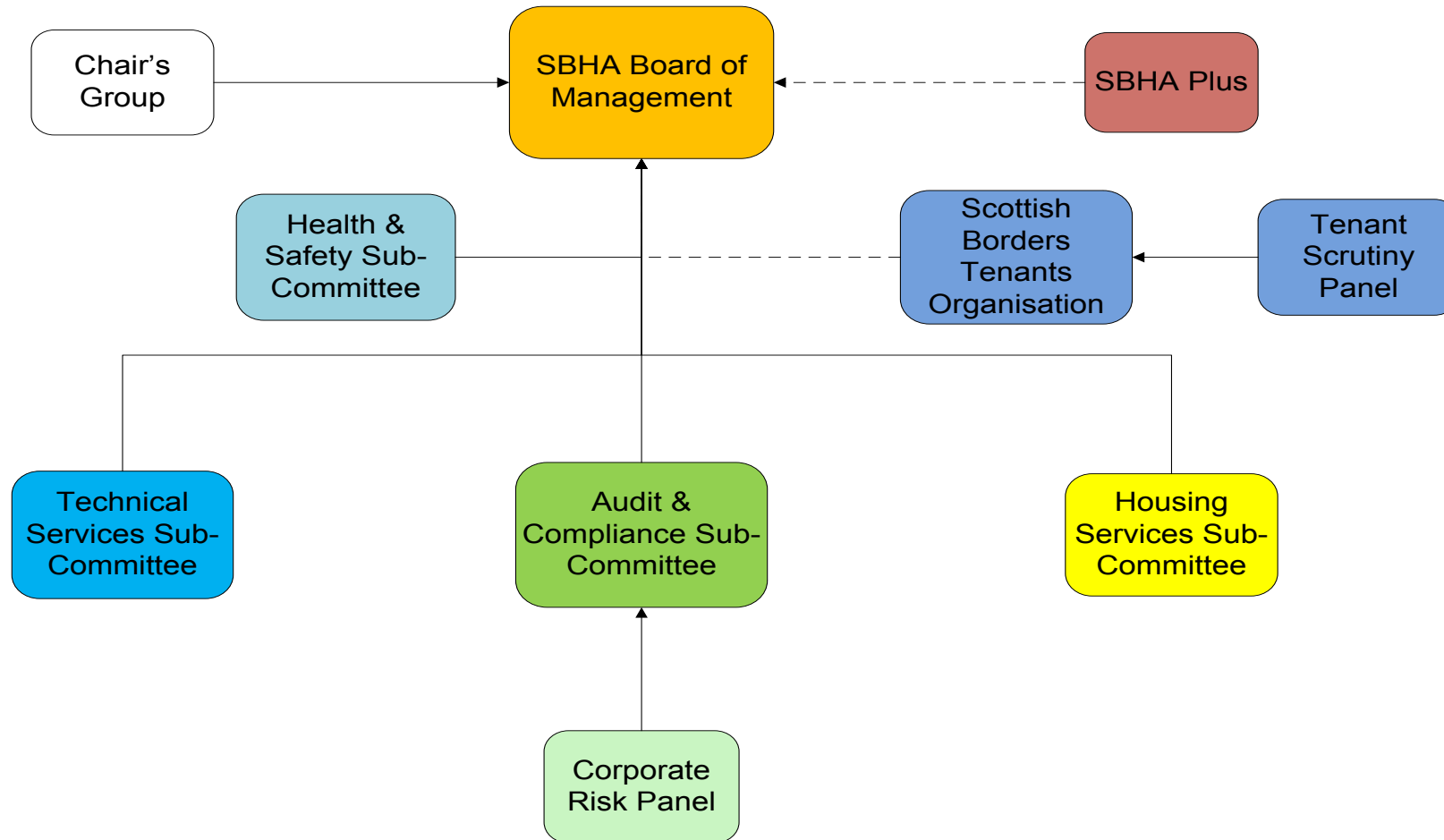
Background Papers: None

Previous Minute Reference: None

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Contact us at Karen Scrymgeour, Scottish Borders Council, Council Headquarters, Newtown St Boswells, Melrose, TD6 0SA, Tel 01835 824000 (ext 5830), email Karen.scrymgeour@scotborders.gov.uk

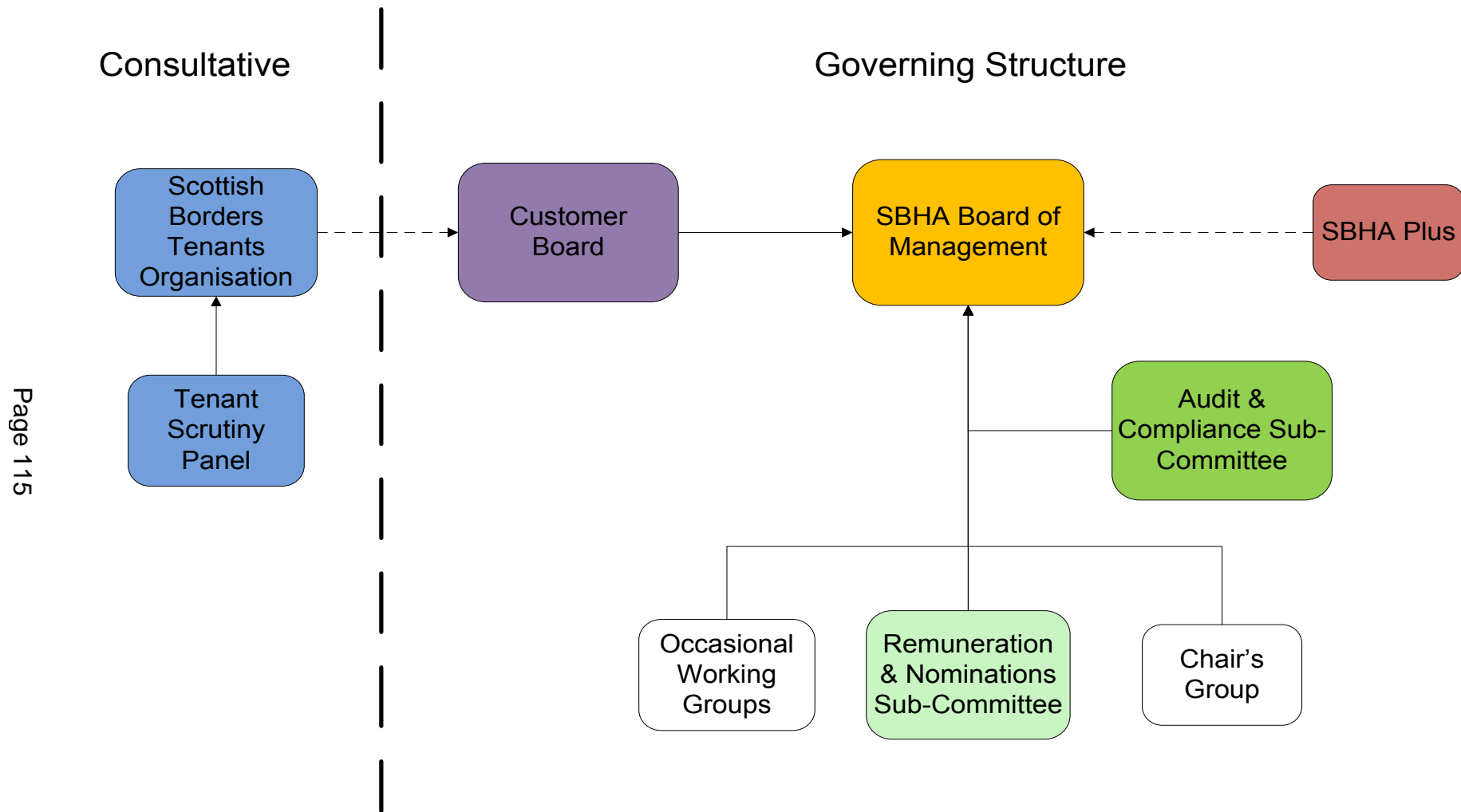
Appendix 1 – SBHA’s Current Governance Structure^{1,2}



¹ Please see the Annex to Appendix 1 and 2 for definitions of the various Boards and committees.

² Please note that the SBHA Board of Management do not have control over SBHA Plus but they are sighted of its activities. Further Scottish Borders Tenants Organisation and the Tenant Scrutiny Panel do not report to the SBHA Board of Management but they have a consultative role.

Appendix 2 – SBHA’s Proposed Governance Structure^{3,4}



³ Please see the Annex to Appendix 1 and 2 for definitions of the various Boards and committees.

⁴ Please note that the SBHA Board of Management do not have control over SBHA Plus but they are sighted of its activities. Further Scottish Borders Tenants Organisation and the Tenant Scrutiny Panel do not report to the SBHA Board of Management but they have a consultative role.

Annex to Appendix 1 and 2

SBHA Board of Management – sets SBHA’s strategic direction and leads and directs SBHA so that it achieves good outcomes for its tenants and service users.

Chair’s Group – is responsible for considering issues requiring urgent attention and decisions between Board meetings.

Health & Safety Sub-Committee – is responsible for managing all health and safety issues on behalf of the Board.

Audit & Compliance - is responsible for ensuring SBHA’s financial and business operations are carried out accurately, fairly, legally, and with due regard to the management of risk.

Corporate Risk Panel – is responsible for discussing all risk management matters and reporting its findings to the Audit and Compliance Sub-Committee.

Technical Services Sub-Committee - is responsible for the delivery of SBHA’s property maintenance, regeneration, development, adaptations, and technical compliance services.

Housing Services Sub-Committee - is responsible for the delivery of SBHA’s housing and estates management, housing allocations, rents, housing support, factoring and cleaning, and other related housing services.

SBHA Plus – is a non-charitable subsidiary of SBHA, which undertakes some functions that, as a charity and RSL, SBHA may not be able to including mid-market rented properties, the Post Office, and bidding for certain grants.

Scottish Borders Tenants Organisation (SBTO) - is an independent group made up of SBHA tenants. They seek, represent and take forward tenants' views in relation to SBHA's policies and ensure that tenants get the best possible housing services.

Tenant Scrutiny Panel – is a formal group of tenants who work with SBTO to scrutinise a particular service provided by SBHA and produce recommendations to improve the tenant experience.

Customer Board – will oversee the entire customer experience provided by SBHA, including some of the high level functions of the previous housing and technical services, joining up the customer experience to better represent how it is accessed by SBHA’s tenants.

Remuneration & Nominations (Revs & Noms) – will be responsible for matters such as executive pay, urgent human resource issues, and Board nominations.

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