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EILDON LOCALITY COMMITTEE THURSDAY, 9 NOVEMBER, 2017

A MEETING of the EILDON LOCALITY COMMITTEE will be held in the COUNCIL CHAMBER, COUNCIL HQ, NEWTOWN ST BOSWELLS on THURSDAY, 9 NOVEMBER 2017 at 6.30 pm

J. J. WILKINSON,
Clerk to the Council,

2 November 2017

BUSINESS		
1.	Welcome and Introductions	
2.	Apologies for Absence	
3.	Order of Business	
4.	Declarations of Interest	
5.	Minute (Pages 3 - 8) Minute of the meeting of 14 September 2017 to be approved and signed by the Chairman (copy attached).	2 mins
6.	Partner Updates	15 mins
	(a) Scottish Fire and Rescue Service (Pages 9 - 12) (Copy of report attached). There will also be a presentation on Scottish Fire and Rescue Service Transformation.	
7.	Small Schemes and Quality of Life Verbal update from Neighbourhood Area Manager on schemes funded from the Small Schemes and Quality of Life Budgets.	10 mins
8.	Locality Bid Fund	30 mins
	(a) Ratify note of informal meeting held on 19 October 2017 (Pages 13 - 14) (Copy attached).	
	(b) Discuss arrangements for the Locality Bid Fund in the Eildon Area.	
9.	Area Partnership Proposals (Pages 15 - 26)	10 mins

	Note report to full Council on 2 November 2017 (copy attached).	
10.	Open Questions Opportunity for members of the public to raise any issues not included on the agenda	5 mins
11.	Community Council Spotlight Consider matters of interest to Community Councils.	10 mins
12.	Any Other Items Previously Circulated	
13.	Any Other Items which the Chairman Decides are Urgent	
14.	Date of Next Meeting	

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.

Membership of Committee:- Councillors G. Edgar (Chairman), S. Aitchison, A. Anderson, M. Ballantyne, K. Drum, E. Jardine, T. Miers, D. Parker, H. Scott, E. Thornton-Nicol.

Please direct any enquiries to Fiona Walling Tel: 01835 826504
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**SCOTTISH BORDERS COUNCIL
EILDON LOCALITY COMMITTEE**

MINUTE of Meeting of the EILDON LOCALITY COMMITTEE held in the Transport Interchange, Galashiels on Thursday, 14 September 2017 at 6.30 pm

Present:- Councillors G. Edgar (Chairman), S. Aitchison (from para 2), A. Anderson, K. Drum, T. Miers, D. Parker (from para 2), H.Scott, E. Thornton-Nicol.
Community Council representatives:- D and R Purvis (Tweedbank), J Mackenzie (Stow), R French (Newtown and Eildon), F. Connelly (Heriot).
Apologies:- Councillor E. Jardine
In Attendance:- Inspector A. Hodges (Police Scotland), Neighbourhood Area Manager (C. Blackie), Democratic Services Officer (F. Walling),

1. **MINUTE**

There had been circulated copies of the Minute of 22 June 2017.

DECISION

APPROVED the Minute for signing by the Chairman.

MEMBERS

Councillors Aitchison and Parker joined the meeting during the partner updates below.

2. **PARTNER UPDATES**

2.1 **Police Scotland**

Inspector Tony Hodges was in attendance to present his report and answer questions. He confirmed that, as agreed at the last meeting, he had contacted Elected Members prior to the meeting to gauge the issues they wished him to cover. The majority of matters had been dealt with directly but he wished to raise several issues at the meeting which had a bearing on the whole of the Eildon Locality. With regard to this year's Festivals/Common Ridings and Sevens in the Eildon Locality, Inspector Hodges reported that these had passed without significant incident. Working in partnership with Event Organisers and partner agencies, through the SBC Safety Advisory Group (SAG) process, had helped to ensure that these events were safer for participants, spectators, motorists and residents. In relation to next year's events Police Scotland would like to see a real focus on the traditions which made these events the envy of other areas in an effort to avoid alcohol being the main driver for many. In an effort to tackle the issue of youth drinking and related Anti-Social Behaviour, which has become more prevalent in certain communities recently, Inspector Hodges had met with partner agencies and agreed to run a local campaign towards the festive season in relation to parental supply of alcohol to teenagers. This would be pulled together under the stewardship of the Council's Safer Communities Team. A similar campaign in Lanarkshire had seen a dramatic reduction in alcohol-related youth issues. Inspector Hodges went on to talk about Unauthorised Travellers Encampments which were a regular cause for concern across the Eildon Locality. The onus for these encampments lay with the landowner but Police Scotland would provide support and respond to reports of criminal behaviour. Often residents were reluctant to come forward to make reports but, as seen recently in Selkirk, they could refer the matter to Elected Members who in turn could report to the police. The Local Community Policing Teams were more than willing to assist with any crime prevention projects communities may wish to consider. Inspector Hodges concluded his report by raising again the issue of drug supply. Police Scotland were currently running a Proactive Enforcement Operation – 'Operation Spray' throughout the Scottish Borders which targeted those who supplied controlled drugs. This work relied on information from

the community and Inspector Hodges encouraged Members to advise residents to report any activity either via 101 or confidentially to Crimestoppers on 0800 555 111. In response to a question from Stow Community Council representative, Jack Mackenzie, Inspector Hodges advised that there had been no reports of underage drinking at the Stow Sports event in the Summer. However as this was growing in size it would be added to the list of events and police would engage with the organisers for the 2018 event. In relation to an issue raised by Newtown and Eildon Community Council representative Roger French about reports of drugs and cantankerous dogs in the neighbourhood, Councillor Thornton-Nicol advised that this matter was being dealt with by the police. The Chairman thanked Inspector Hodges for his report.

2.2 **Scottish Fire and Rescue Service**

In the absence of a representative from the Scottish Fire and Rescue Service (SFRS) the Chairman referred to the written report submitted by Station Manager, Stephen Mitchell, which had been circulated. The update listed incidents attended between June and August and referred to the ongoing prevention and protection activity as described in the last report to the Locality Committee. Other activity included a partnership approach with LIVE Borders when crews from Galashiels and Innerleithen were involved in a successful multi pump exercise at Galashiels Swimming Pool to test operational preparedness and to educate and inform good practice with partners. Fire safety audits provided a targeted examination of business premises and their relevant documents to ascertain how the premises were being managed regarding fire safety. Unwanted fire signals were being addressed by phased intervention actions which identified premises which were producing 'false alarms', provided guidance on how to reduce a reoccurrence and could also evoke legislation if occurrences failed to reduce in number. SFRS were currently reviewing the numerous activities undertaken by Operational Staff which contributed to the main areas of the seasonal thematic action plan for Summer 2017. The service would continue to work closely with partners in the Scottish Borders Council Safer Communities Team as well as local partnerships to promote preventative work as well as inter agency solutions.

DECISION

NOTED the updates.

3. **REQUEST FOR THE MAKING OF STOPPING-UP ORDER FOR PART OF PUBLIC ROAD AT ROSE COURT, GALASHIELS (DG88/2)**

There had been circulated copies of a report by the Service Director Assets and Infrastructure regarding a Stopping-Up Order for part of the DG88/2 public road at Rose Court, Galashiels. Senior Roads Planning Officer, Alan Scott, explained that parts of the road and footway known as Rose Court, Galashiels (DG88/2) would become superfluous when the redevelopment recently approved by the Council, subject to conclusion of legal agreement, was completed due to being incorporated within the proposal. The section of road concerned was detailed in an appendix to the report. The solum of roads included within the order would transfer to the ownership of the developer and the area incorporated within the new development. All new roads within the development must be constructed to the relevant standard approved via the planning application and would remain private upon their completion. Any new road or footway constructed during the development which was to become publicly maintained must be to an acceptable standard to the Council. The proposed Stopping-Up Order for the roads in question would be advertised following consultation with Ward Members.

DECISION

AGREED to the making of the Stopping-Up Order for that section of the DG88/2 public road at Rose Court, Galashiels and to delegate approval to confirm the Order to the Council's Chief Legal Officer subject to there being no substantive objections.

4. **VARIOUS STREETS STOW - TRAFFIC REGULATION ORDER**

There had been circulated copies of a report by the Chief Officer, Roads regarding the proposed amendment of the Traffic Regulation Order for Stow as well as related footway improvements. Road Safety Technician, Samantha Elliot, was in attendance to present the report. She explained that the Council had been working with Stow community to improve facilities for pedestrians, in particular children on the route to and from school. The improvements included widening existing narrow footways on Station Road and constructing a safer area at the bell-mouth of the junction of Mill Road with the A7. It would only be possible to introduce these improvements by amending the existing Traffic Regulation Order to include additional no-waiting (no parking) in the form of double yellow lines in the area. The footway improvements and amendments were shown in Appendix A to the report. New no-waiting restrictions would be required on a section of Station Road as well as the Mill Road/A7 bell-mouth. In addition to the footway improvements described above, a request had also been received for no-waiting restrictions in the vicinity of Craigend Road. This proposal was shown in Appendix B to the report. Local residents and businesses that would be affected by the introduction of the proposed build-outs had been letter-dropped and no comments had been received by the Council to date. Statutory consultation on the proposals would begin at the earliest opportunity. The local Elected Members and representative from Stow Community Council welcomed the amendments proposed within the report.

DECISION

AGREED to approve the amendments to The Scottish Borders Council (Various Streets, Stow) (Traffic Regulation) Order 2009 assuming no adverse comments or objections were received.

5. **NEIGHBOURHOOD SMALL SCHEMES**

There had been circulated copies of a report by the Service Director Assets and Infrastructure seeking approval for two proposed new Neighbourhood Small Schemes and giving an update on spend and projects to date in the Eildon Locality. Neighbourhood Area Manager, Craig Blackie, gave further details of the schemes put forward for consideration. The first was to replace the existing boundary timber fence on Ormiston Terrace, Melrose with a timber fence, 60 metres in length at a cost of £1,950. This request was received by an Elected Member and resident. The other request, received from the local community, was for a new timber bench at Lilliesleaf at a cost of £200. Members noted that £14,130 had been allocated to date on projects in the Eildon Area as detailed in Appendix A to the report.

DECISION

(a) **APPROVED the following new Neighbourhood Small Schemes for implementation:-**

- | | | |
|------|--|---------------|
| (i) | Replace the boundary timber fencing (60m) at Ormiston Terrace, Melrose; | £1,950 |
| (ii) | Provide a new timber bench at Lilliesleaf | £200 |

(b) **NOTED the position to date on spend and projects in the Eildon Area for Neighbourhood Services Small Schemes, as detailed in the Appendix to the report.**

PRESENTATIONS

Copies of the slides accompanying the following presentations had been circulated with the agenda and were available on the Council's website with the agenda papers.

6. **Dealing With Winter**

Mr Blackie gave a presentation on the provision of a Winter Service by Neighbourhood Operations. He explained that the Council produced a Winter Service Plan, which described what steps would be taken to maintain the local road network free from ice and snow as far as the Council considered 'reasonable', as required under the Roads (Scotland) Act 1984. The Service was provided over the entire 2,947 km road network, with a total of 1,090 km (37% of the network) being designated as primary salting routes – 28 primary routes in total. The Service was also provided over the entire footway network with currently 20 designated primary footway routes in the main towns and villages. In addition there were 1052 salt bins distributed in towns, villages and rural areas. There were seven operational depots across the Council with three Climatic Domains for decision making. Decisions on appropriate treatment were made by the seven operational managers depending on the Met Office weather forecasts received. If warranted, depots carried out pre-treatment in the early evening, 'call-out' as required overnight and checks in the morning. The presentation went on to give details of equipment held by the Council to provide the Winter Service and resource systems used to determine when and where treatment was required. Eight separate salt storage facilities were maintained with a total capacity of 19,000 tonnes. Mr Blackie compared the number of planned actions over each of the past three winters, referring to the fact that there was no such thing as an 'average' winter to assist planning and budgeting. In response to questions Mr Blackie explained that manpower for the Winter Service was internal and involved roads personnel and park staff within Neighbourhood Services. With regard to the order of treatment of the road network, the 28 primary salting routes treated as a priority were listed on the Council's website. If adverse conditions continued after 9 am the secondary routes would be treated followed by the tertiary routes. However there was no guarantee when the latter would be treated as conditions may require resources to return to the primary routes.

7. **Health and Social Care Integration**

Strategic Planning and Development Manager, Jane Robertson, was in attendance to give a presentation on the Scottish Borders Health and Social Care Partnership. Also present was Stuart Barrie, Locality Co-ordinator for Tweeddale and Teviot. Mrs Robertson explained the background to Health and Social Care Integration and that legislation required partnerships to produce Locality Plans. In the Scottish Borders these were co-produced by five Locality Working Groups, chaired by Locality Co-ordinators, with membership of the groups including representatives from the community, the 3rd sector and officers. Key priorities and an action plan were developed for each locality and there had been public consultation on the Locality Plans over the past three months. The Plans were available to view on the Council's website and the consultation period would end on 16 September 2017. Mrs Robertson referred to the specific Eildon priorities within the Eildon Plan which were listed in the presentation. She went on to highlight projects being carried out under the Health and Social Care Transformation Programme, for example: the Matching Unit, operational in Hawick, Peebles, Galashiels and Kelso reduced the care at home waiting list in Tweeddale from 12 to 3 on the first day of operation. Another project, linked to community-led support, was the 'What Matters' Hubs, up and running in Hawick, Ettrick and Yarrow, and Galashiels. These aimed to improve access to services, reduce the need for formal care services, improve customer satisfaction and improve staff morale and motivation. A Transitional Care Facility was currently provided at Waverley Care Home in Galashiels with plans to roll out the project to other areas and extend to those living at home. This aimed to enable people to return to their own homes following hospital admission and to prevent further hospital admissions in the future. In response to a question, Mrs Robertson confirmed that, with regard to the aim to reduce multiple visits to the Borders General Hospital, the focus was not on visits associated with long-term conditions but to use early intervention to reduce multiple unscheduled visits. It was recognised that effective communication to the public and service-users about any change in ways to access services was a big challenge. Mrs Robertson confirmed that, as part of the communications plan, the Locality Plans and Posters had been distributed to all GP surgeries. She concluded by highlighting the email address

integration@scotborders.gov.uk for responses to the consultation and for further information.

8. Local Development Plan Main Issues Report

Charles Johnston, Lead Officer Plans and Research, was in attendance to draw attention to public events and workshops being held as part of the preparation of the Local Development Plan Main Issues Report (MIR). Mr Johnston referred to the 5 year cycle to produce a Local Development Plan and confirmed that the Council was commencing work on a new Local Development Plan. The first component part of the new plan was the MIR and the process would begin with public engagement to discuss and identify any issues interested parties would wish to see included in the MIR. Issues may include: housing allocation (new sites/removal of longstanding allocations); regenerating town centres; employment land provision; protection of greenspace; promotion of placemaking and design; wind farms; and changes to planning policies. The MIR was due to be prepared by Spring 2018 and be subject to consultation through Summer 2018 with the final adopted Local Development Plan being published in Spring 2021. Mr Johnston highlighted the dates of public events/workshops being held in the Eildon area to discuss the MIR over the next few weeks. Afternoon drop-in sessions (2pm – 5pm) would be informal to discuss general issues and provide leaflets/questionnaires. Evening sessions (6pm – 8 pm) would take the form of a workshop with participation and discussion of issues in more detail. In Galashiels on 27 September there would be an afternoon event in the Tesco foyer and a workshop in the evening at the Transport Interchange. In Selkirk on 10 October there would be an afternoon drop-in event at 1 Tower Street and an evening workshop at Community Connections, Back Row. A workshop would also be held on 12 October from 2pm – 4pm at Council HQ in Newtown St Boswells. Community Councils had already received letters about the MIR with details of the public engagement process.

DECISION

NOTED the presentations.

9. OPEN QUESTIONS

There were no open questions.

DECISION

NOTED.

10. COMMUNITY COUNCIL SPOTLIGHT

In response to a question from Mr French about the Locality Bid Fund, Councillor Aitchison advised that a report on amendments to the Scheme of Administration and the details of the Locality Bid Fund would be considered at the Council meeting on 28 September 2017. Until that time nothing had been confirmed in respect of Area Partnerships and the Locality Bid Fund. Hopefully, with the opportunity for greater participation from the community there should be more public interest in the area meetings in future.

DECISION

NOTED.

11. DATE OF NEXT MEETING

The next scheduled meeting would be on Thursday 7 December 2017, however the Chairman advised that a meeting may be arranged at an earlier date to take forward the Locality Bid Fund process in the Eildon area following the Council meeting referred to above.

DECISION

NOTED.

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SCOTTISH
FIRE AND RESCUE SERVICE
 Working together for a safer Scotland

Eildon Locality Committee Report 9th November 2017 Scottish Fire and Rescue Service Report.

Purpose of the Report

The purpose of this report is to inform the Eildon Locality Committee regarding Scottish Fire and Rescue Service activity since the last meeting on 14th September 2017.

Within the Local Fire and Rescue Plan 2014-2017 for the Scottish Borders five priorities are identified;

1. Reduction of Dwelling Fires
2. Reduction of Fire Casualties and Fatalities
3. Reduction of Deliberate Fire Setting(Not including Dwellings)
4. Reduction of Unwanted Fire Alarm Signals
5. Reduction in Road Traffic Collisions.

Response & Resilience activity in the Eildon Area

**Statistics are unavailable at this time due the reporting timeframe and proximity to previous report.*

Partnership Working

The Scottish Fire and Rescue Service (SFRS) community action team (CAT) within the Scottish Borders core work centres on creating referral pathways with partner agencies, the on-going delivery of the SFRS Home Fire Safety Visit (HFSV) policy and Enhanced HFSV for those deemed most at risk. The team continues to expand its partnership working with the key agencies including Police Scotland, Health, Social Care and Housing in order to focus on members of local communities at high risk from fire and achieve positive outcomes in helping to reduce overall numbers of accidental dwelling fires.

SFRS Command Officers continue to attend the Safety Advisory Group meetings to ensure SFRS assist in the production of appropriate Operational Plans for events within the Scottish Borders.

Prevention and Protection

Fire prevention and protection activity is key to reducing the number of fires, casualties and losses in Scotland thus minimising the economic and social impact of fire on communities. The seasonal community safety calendar provides the catalyst for a number of initiatives and schemes throughout the calendar year.

Activity that is ongoing now within the Eildon area;

- SFRS staff in all our local stations provide home fire safety visits all year round. These provide the householder with a home visit, focussing on identifying and

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reducing the risks of fire in the home. Smoke detectors with a 10-year battery life are provided as part of this free service.

- Galashiels Community Fire Station hosted an Emergency Services Open Day on October the 15th, which was also attended by partners from Police Scotland, Scottish Ambulance Service, Tweed Valley Mountain Rescue, Borders Search and Rescue, Fire Investigation Unit, Fire Museum, Heritage Appliances from across Scotland, and both the Firefighters Charity & SFRS Family Support Trust. The event was a great success, seeing approx. 700 members of the community attend during the 4hr event. The intention was to increase the profile of Galashiels Community Fire Station within the community, and encourage RDS recruitment.
- SFRS staff from Galashiels & Community Action Team are supporting the Under 17s Borders Drivewise Project. This is now complete, with approximately 700 students having received this valuable input from across all nine Borders Secondary Schools. Work is ongoing with partners to progress this initiative for delivery in 2018.
- Galashiels staff are delivering road safety awareness training to students from Borders College. This year on year initiative, during the academic year targets young drivers and prospective drivers from across the entire Scottish Borders.
- SFRS working in partnership with TD1 Youth Hub, Galashiels, Community Learning and Development SBC, Police Scotland, and Galashiels Academy are currently progressing the delivery of our local Youth Engagement Programme for 2018.
- All SFRS stations are participating in the British Heart Foundation initiative- Call Push Rescue. Stations are facilitating free CPR awareness, to the public on a requests basis, year round to build resilience in the community and to drive down the numbers of people who die from cardiac arrest.
- Firesharp is an initiative for Primary 6 pupils, providing face-to-face education within our local Primary schools on matters of fire risk and prevention.
- Fire safety audits provide a targeted examination of a business premises and their relevant documents to ascertain how the premises are being managed regarding fire safety. The enforcement officer also engages with members of staff to confirm their level of fire safety awareness.
- Unwanted fire signals are being addressed by our phased intervention actions which identifies premises which are producing 'false alarms', provides guidance on how to reduce a reoccurrence, and can also evoke legislation if occurrences fail to reduce in number.
- SFRS Safeguarding Policy and Procedure for Protection of Children and Adults at Risk of Harm was implemented to link into adult and child protection. The policy has created closer ties with Social Services within Scottish Borders and ensures those people and families that fire crews identify as at risk are brought to the attention of Social Services. This has resulted in joint visits to homes to reduce risk to those occupiers.

Operational Staff are currently undertaking activities which contribute to the main areas of our seasonal thematic action plan for Bonfire/Autumn 2017, below;

- Bonfire and firework safety messages
- Preventing Deliberate fire setting and tackling antisocial behaviour
- Discouraging Outdoor fires, in particular rubbish and refuse fires

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We will work closely with our partners in the Scottish Borders Council Safer Communities Team as well as local partnerships to promote preventative work as well as inter agency solutions.

The LALO is in post within Council HQ in order to continue improving partnership working, with particular focus on the elderly and more vulnerable members of society. The primary aims of this partnership activity are to help ensure the safety and welfare of vulnerable persons throughout the community, and to seek to reduce the overall numbers of accidental dwelling fires, fire casualties and fire fatalities in homes.

Retained Duty system

A national recruitment campaign is on-going for RDS firefighters at identified stations within the Scottish Borders. We are currently recruiting RDS firefighters at Galashiels Community Fire Station.

Draft Community Fire and Rescue Plan 2018

Our Draft Community Fire and Rescue Plan for 2018 is now available for consultation until 18th December 2017.

This can be accessed online at ***firescotland.citizenspace.com***

Transformation Consultation

SFRS is embarking on a consultative process with staff and key stakeholders to progress the development of a Fire and Rescue Service which will allow us to meet today's risks and do so much more for Scotland.

Local Fire and Rescue Plan

The Local Fire and Rescue Plan for Scottish Borders 2014- 2017 sets out the priorities for the Scottish Fire and Rescue Service.

The Local Fire and Rescue Plan for Scottish Borders 2014- 2017 sets out the priorities for the Scottish Fire and Rescue Service, and we will continue to work with our community planning partners and local communities to make the most efficient use of resources and contribute towards the shared priorities and actions within the community planning partnership and community safety arrangements.

Station Manager Stephen Mitchell
Scottish Fire and Rescue Service
Galashiels Community Fire Station
Tel 01896 752251 / 07833436663
Email: stephen.mitchell@firescotland.gov.uk

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**SCOTTISH BORDERS COUNCIL
EILDON LOCALITY COMMITTEE – INFORMAL MEETING**

NOTE of Informal Meeting of the EILDON LOCALITY COMMITTEE held in Committee Room 4, Council HQ on Thursday, 19 October 2017 at 2.30 pm

Present:- Councillors G. Edgar (Chairman), S. Aitchison, A. Anderson, K. Drum, T. Miers, H. Scott and E. Thornton-Nicol.

Apologies:- Councillor E. Jardine
In Attendance:- Service Director for Customer and Communities, Communities and Partnership Manager, Democratic Services Officer (F. Walling),

LOCALITIES BID FUND 2017-2018 – EILDON LOCALITY

1. With reference to paragraph 5 of the Scottish Borders Council Minute of 28 September 2017, the purpose of the informal meeting was to agree arrangements for the management of the Localities Bid Fund for the Eildon area. Communities and Partnership Manager, Shona Smith, referred to the report to Council and explained that the £500k fund was allocated per head of population giving a total of £153k for the Eildon area. The proposed model would be managed through the Area Partnerships (Locality Committees) so decisions needed to be made in respect of:-

- the number of funding releases in the year and the dates for each release;
- the funding allocation to each funding release;
- whether bids would be invited across all the Community Plan themes;
- whether there was a local priority theme identified for the Eildon Locality;
- whether the Locality should organise any special promotions over and above the marketing and promotion of the fund on a generic Borders-wide level; and
- whether the voting process should include a voting event.

2. Before discussing arrangements for the Eildon area Members received further clarification about the bid process that had been agreed. It was confirmed that although there was no maximum bid for constituted groups there was a £5k cap for bids from non-constituted groups. It was emphasised that the Localities Bid Fund was seeking new and innovative projects. It was agreed it should be made clear in the guidance that bids should not be to replace Council services that had been removed. Service Director for Customer and Communities, Jenni Craig confirmed that, although there was a review of funding streams underway, other funds such as the Community Grant Scheme, Small Schemes, Quality of Life and Events Fund remained in place at present and applications to the Locality Bid Fund which were unsuccessful or which did not meet the criteria would be signposted to one of these alternative sources of funding if appropriate. Ms Smith advised that she would send Members a summary of what had been granted in the Eildon area from the Community Grant Scheme. With regard to the process, Ms Smith explained that officers would provide initial assistance to applicants if, for instance, further information was required in order for the bid to be taken forward. Projects would then go to the Assessment Panel (made up of the Executive Member for Neighbourhoods and Locality Services, the Area Partnership chairs and key officers) where they would be assessed against the agreed criteria. Ms Smith emphasised that no bids that met the criteria could be taken out of the bid process by the

Assessment Panel or the Area Partnership. All successful projects would go forward to a public vote and be promoted by Area Partnerships.

3. In the discussion that followed, Members recognised that sustainability of a project would be one of the most important factors. Projects would have to be standalone and not rely in future on grants or SBC funding, unless a particular project or service could be proven as sufficiently worthwhile for the Council to consider future support. It was hoped that the Fund would attract good projects at the outset which would themselves provide publicity for the next funding round. It was confirmed that if there were similar projects put forward, applicants may be encouraged to combine the proposals into one bid if appropriate. In consideration of the diversity across the Eildon area there was discussion about towns v rural areas and possible unfairness in the voting due to the differences in population. Ms Smith confirmed that, after discussions with the Democratic Society, it was clear there was no easy answer to this. The Area Partnership could, if it wished, ring fence the fund for rural or town areas, or change the themes for which bids were invited in the next round to encourage or facilitate rural/town projects. There was unanimous agreement that Community Transport should be added as a Local Priority. With regard to the voting process the point was made that a 'voting event' may be the best way to publicise the bids and encourage community involvement. However it was difficult to make a decision about this until there was clarity about the bids being taken forward.

DECISION

AGREED that, subject to ratification on 9 November 2017:-

- (a) the Localities Bid Fund in the Eildon Area be organised into 2 funding rounds as suggested in the model within the report to Council, the first tranche being from the launch of the fund on 15 October 2017 to the close of applications on 1 December 2017;**
- (b) the funding allocation be split between the two approximately 40%:60% translating as £60k for the first tranche;**
- (c) the allocation be aligned to all themes of the Community Plan with the addition of 'Community Transport' as a local priority;**
- (d) no additional marketing of the Fund was required for the Eildon Area over and above that provided on a Borders-wide level by the Council; and**
- (e) a decision be made as to whether it would be appropriate to hold a 'voting event' as part of the public voting process once the bids were in.**

The meeting concluded at 3.30 pm



AREA PARTNERSHIPS - PROPOSALS

Report by Service Director Customer and Communities

SCOTTISH BORDERS COUNCIL

2 November 2017

1 PURPOSE AND SUMMARY

- 1.1 **This report brings forward for Members' consideration proposals on the functions, framework and initial core membership, and future operation of Area Partnerships.**
- 1.2 At its meeting on 28 September 2017, the Council considered proposals to amend the current Locality Committees to become Area Partnerships as part of the review of the Council's Scheme of Administration. Members agreed to defer a decision on changes to the Locality Committees until there had been further political discussion. Subsequently the Members Sounding Board: Political Management Arrangements met on 3 occasions: 3 October, 18 October and 25 October 2017, to consider proposals for the new Area Partnerships.
- 1.3 To reflect the new statutory duties under the Community Empowerment (Scotland) Act 2015, it is proposed that the Locality Committees change their constitution, remit and focus to one of community engagement and involvement; at the same time it is proposed that they change their name to that of Area Partnerships to reflect this. With the greater emphasis on community empowerment, participative budgeting, and locality planning – not just for the Council, but for other public authorities/services - their main aim will be to form a community engagement platform to develop priorities and outcomes for the area. They will act as a community consultation body, not just for the Council but other service providers in the area, becoming a strong voice for their own area.
- 1.4 A number of options were considered in terms of core membership for the new Area Partnerships, with proposals being recommended to have the relevant SBC Ward members (voting) and 4 Community Council representatives (non-voting) as core members, with invitations to wider representatives – including the Community Planning partners and representatives from communities of interest - to attend and consider matters on a meeting by meeting basis. Each Area Partnership can increase its core membership up to a maximum of 20. It is also suggested that locality Community Council networks are set up in each of the 5 areas, but this would be for the Community Councils themselves to agree and manage.

- 1.5 It is important that any change to the focus of Area Partnerships should be reflected in their future operation. The basis and format of these meetings will need to change to move away from the report-driven/officer presentation style of current meetings. Meetings of Area Partnerships would be structured around the Locality Plan, with an open forum section, a themed section (from the Locality Plan), a progress update on the Locality Plan, and the final section on any decisions required by Councillors on Small Schemes, Quality of Life, or Pay Parking funding.
- 1.6 The membership framework and functions of Area Partnerships are detailed in the Appendix to this report. There are 2 functions from Locality Committees which will be considered in future by the Executive Committee, after consultation with local Members, and 2 functions which will be delegated to the Service Director Assets & Infrastructure in the Scheme of Delegation, and these are detailed in section 7 of this report. It is further proposed that Area Partnerships are reviewed after 18 months in operation.

2 RECOMMENDATIONS

2.1 I recommend that the Council agrees:

- (a) to amend the Scheme of Administration and replace Locality Committees with Area Partnerships, as detailed in the Appendix to this report, with effect from 1 January 2018; and**
- (b) to include within the Executive Committee functions in the Scheme of Administration "Approve all matters relating to street naming and numbering (where not already delegated to officers), after consultation with the relevant local Members";**
ing:
- (c) to include within the Scottish Borders Council functions in the Scheme of Administration "Consider and make recommendations for Local Byelaws and Management Rules, after consultation with the relevant local Members";**
- (d) to include in the Scheme of Delegation the following authority to the Service Director Assets & Infrastructure:**
 - (i) Approve local traffic management schemes after consultation with local Members, or consultation with Area Partnerships for major changes;**
 - (ii) Approve the making of temporary, permanent or experimental orders for the regulation of traffic, including stopping-up orders, after consultation with local Members, or consultation with Area Partnerships for major changes; and**
- (e) to review Area Partnerships after 18 months in operation.**

3 BACKGROUND INFORMATION

- 3.1 At its meeting on 28 September 2017, the Council considered proposals to amend the current Locality Committees to become Area Partnerships as part of the review of the Council's Scheme of Administration. Members agreed to defer a decision on changes to the Locality Committees until there had been further political discussion. Subsequently the Members Sounding Board: Political Management Arrangements met on 3 occasions: 3 October, 18 October and 25 October 2017, to consider proposals for the new Area Partnerships.
- 3.2 The Council has had a number of iterations of Locality Committees over the years, as Area Committee, Area Forums, and latterly Locality Committees. At various points from 2002, each Area Committee remit included planning and building control matters, civic government licensing, and Common Good Funds; matters that now rest with other Committees and Groups. In August 2010, following a review, the Council disbanded 3 of the Area Committees (Berwickshire, Eildon and Tweeddale) with a Members Working Group on 'Engaging with the Borders Community' set up in October 2010, reporting to Council in February 2012, with the recommendation that these Area Committees be re-introduced.
- 3.3 The report of the Christie Commission in June 2011 noted that key objectives of the Scottish Public Service reform programme "must be to ensure that public services are built around people and communities, their needs, aspirations, capacities and skills, and work to build up their autonomy and resilience." It is important therefore that the role, function and operation of local committees or partnerships should take account of:
- The need identified through the Household Survey or other means to increase public awareness of local services and priorities, and for wider public involvement in decision making.
 - The need for regular community engagement in all localities.
 - Local opinions on priorities for their own area.
- 3.4 The Community Empowerment (Scotland) Act 2015 names 5 lead statutory partners (Scottish Borders Council, NHS Borders, Police Scotland, Scottish Fire and Rescue Service, and Scottish Enterprise), along with the named partners in Schedule 1 of the Act (Scottish Borders Joint Integration Board, Borders College, Scottish Environment Protection Agency, Scottish Natural Heritage, Scottish Sports Council, Skills Development Scotland, SESTRANS, and Visit Scotland) for community planning. These partners have a duty to carry out planning for the area of the local authority as a Community Planning Partnership, working together for the "improvement in the achievement of outcomes resulting from, or contributed to by, the provision of services delivered by or on behalf of the local authority or the persons (organisations) listed in Schedule 1". These 'local' outcomes must be consistent with the national outcomes, which are determined by Scottish Ministers having regard to the reduction of inequalities of outcome which result from socio-economic disadvantage.
- 3.5 The business currently conducted at Locality Committees has remained virtually unchanged for a number of years. Agendas have standing items

such as reports from Police and Fire Services, Community Council spotlight, and Open Questions from the public. However, these have concentrated on retrospective information provision and local community events. There has been little strategic discussion and the focus has been on the Council and its service provision.

4 FUNCTIONS

4.1 To reflect the new statutory duties under the Community Empowerment (Scotland) Act 2015, it is proposed that the Locality Committees change their constitution, remit and focus to one of community engagement and involvement; at the same time it is proposed that they change their name to that of Area Partnerships to reflect this. With the greater emphasis on community empowerment, participative budgeting, and locality planning – not just for the Council, but for other public authorities/services - their main aim will be to form a community engagement platform to develop priorities and outcomes for the area. They will act as a community consultation body, not just for the Council but other service providers in the area, becoming a strong voice for their own area. They will thus have the following functions:

1. Champion/lead the preparation and publication of a Locality Plan for the area, while taking account of the Scottish Borders Community Plan.
2. Inform the Locality Plan by involving local communities in establishing:
 - (a) a shared understanding of need in the area;
 - (b) the outcomes and priorities for the area;
 - (c) the proposed outcomes to be achieved.
3. Approve the Locality Plan and recommend final approval by the Community Planning Strategic Board.
4. Review and monitor the progress of the Locality Plan, including approval of an annual progress report for publication, and receive progress and performance reports on local services, making recommendations to the relevant body/committee, as appropriate..
5. Where there is a local dimension to a Borders-wide plan, or a specific locality plan, act as a community consultation body.
6. Consider applications for financial assistance from the Council, through:
 - (a) Small Schemes;
 - (b) Quality of Life Funding; and
 - (c) Pay Parking Income (where available).

Note: Only SBC Councillors have decision-making powers for the above funds.
7. Promote and support the Localities Bid Fund, and encourage communities to get involved and participate.

- 4.2 The Locality Plan thus becomes the major focus for the community. The production and publication of this Locality Plan is a statutory requirement for the five lead statutory partners in the Community Planning Partnership – Scottish Borders Council, NHS Borders, Scottish Enterprise, Police Scotland, and the Scottish Fire and Rescue Service. All of the Community Planning partners are the main providers of public and other services throughout the Scottish Borders. It is envisaged that any of these partners will also be encouraged to bring their own specific locality plans to the Area Partnership to allow engagement with, and input from, local communities, and in the longer term, these separate plans should become part of the Community Planning Locality Plan, thus having a joined up plan for the local area.
- 4.3 At the moment, Locality Committees agree funding of projects through the Small Schemes Fund, Quality of Life Fund, and from Pay Parking income (where available). This will continue, but while there may be discussion with other partners, the final decision on this funding will be made only by SBC Councillors. The Localities Bid Fund, a pilot for participatory budgeting, has a different process, whereby proposed project bids will be subject to a public vote for the award of funding.

5 MEMBERSHIP FRAMEWORK– INTERIM AND LONGER TERM

- 5.1 While it is possible to appoint members, other than Councillors, to a local authority committee, there are some restrictions. Section 57(3) of the Local Government (Scotland) Act 1973, as amended, states that: “a committee, other than a committee for regulating or controlling the finance of their local authority or of their area....may include persons who are not members of the appointing authority”. Section 14(1) of the Local Government and Housing Act 1989, as amended, states that: “members of a local authority committee who are not local authority members shall be appointed as non-voting members”. It is anticipated that, as the focus of the Area Partnerships changes to that of a community engagement platform, agreement by consensus will be the way forward. There may be times when agreement is not required as a variety of community views are being sought. However, should consensus not be achieved (and one is required), then the final decision will need to rest with SBC Members to ensure compliance with legislation.
- 5.2 At its meetings held on 3, 18 and 25 October 2017, the Members Sounding Board considered future membership and attendance at Area Partnerships, including representatives from Community Councils, Community Planning partners, local bodies and organisations, and also those from communities of interest.
- 5.3 In terms of Community Council representation, there are currently 69 Community Councils across the Scottish Borders: Berwickshire – 21, Cheviot – 16, Eildon – 12, Teviot & Liddesdale – 8, and Tweeddale – 12. At the moment, each Community Council has a non-voting representative on their Locality Committee, although not all attend. There is a wide variation in the size of Community Councils, with constituencies varying from a few hundred electors to several thousand, and also between urban and rural locations. The original proposal presented to Council on 28 September 2017 was to have Community Council representation on Area Partnerships at a ratio of 1:6 (i.e. Berwickshire - 4, Cheviot – 3, Eildon – 2, Teviot &

Liddesdale – 2, and Tweeddale 2). However, while this could be helpful in Berwickshire, members did not feel this gave enough representation between urban and rural areas. A further proposal was discussed, whereby a maximum of 4 Community Council representatives would be appointed to each Area Partnership. It would be up to the Community Councils in each Locality to decide who would represent them. A further suggestion related to the Scottish Borders Community Council Network, and whether it would be more practical to have a separate Community Council network in each Locality area, given the difficulties of travel distance, number of meetings, etc. The Chairs of these local Community Council Locality networks could form the Scottish Borders Community Council Network, should there be a wish for that to continue. Discussion at local network as well as Borders-wide level could also take place electronically to ensure information and viewpoints were being circulated widely. However, it would be for Community Councils to take this forward and manage these local networks.

- 5.4 As the focus for Area Partnerships changes to that of Community Planning and the Locality Plan, consideration was given to appointing some of the lead statutory partners as members e.g. NHS Borders, Police Scotland and Scottish Fire & Rescue Service. Other Community Planning partners, along with local bodies or organisations, could be invited to send representatives to meetings where there was a specific interest. Representatives from 'communities of interest' were also discussed. These could match to some of the Council's Champions i.e. Armed Forces & Veterans, Children & Young People, Equalities, Learning Disabilities, Older People, and the Voluntary Sector, and would allow a local network of representatives to develop which could also assist the Council's Champions in their work.
- 5.5 However, this membership proposal could potentially cause difficulties in terms of total numbers for Area Partnerships. An example for Berwickshire could be:
- 6 SBC Councillors;
 - up to 21 Community Council representatives;
 - 4 statutory Community Planning partners;
 - up to 9 further Community Planning partners;
 - up to 6 representatives from communities of interest;
 - up to 6 representatives from other local groups/bodies.

This could mean a variation in number of members of the Area Partnership of between 6 and 52. The practicalities of having a large number of members of a committee need to be taken into account. By restricting the number of core members of the Area Partnership, representatives of other interested parties can be invited on a meeting by meeting basis initially. It is proposed that a cap of 20 is put on core membership. The meetings could be themed to match the outcomes of the Community Plan and Locality Plans, and representatives could be invited to reflect these particular themes.

- 5.6 A number of options were considered in terms of core membership in taking this forward, with all options including invitations to wider representatives to attend and consider matters on a meeting by meeting basis. The main point is to ensure the various communities feel involved and able to engage in any discussions. This can be achieved, not necessarily through

membership of the Area Partnerships, but through inclusion in their business. There could also be an incremental change to membership, once the Area Partnerships have been in operation for a time. It will then be for each Area Partnership to decide which core members to have, taking into consideration the service providers/customers within their own particular area, and the priorities within their individual Locality Plan, up to the maximum core membership of 20. In this regard, there will be an expectation that invitations to meetings would be issued to those not specifically core members of the Area Partnership but who are likely to have an interest in the business at any given meeting.

6 OPERATION OF AREA PARTNERSHIPS

- 6.1 It is important that any change to the focus of Area Partnerships should be reflected in their future operation. The basis and format of these meetings will need to change to move away from the report-driven/officer presentation style of current meetings. The Scottish Borders Community Plan has a number of themes – Our Economy & Skills; Our Health & Wellbeing; Our Children & Young People; Our Vulnerable Adults & Families; and Our Ageing Population – which are likely to be mirrored by the Locality Plans, as well as any locally agreed themes/priorities. These Locality Plans must describe the local priorities, what improvements are planned, when these improvements will be made, and must meet the needs and ambitions of local people so voices of local people are especially important. Participation with communities lies at the heart of community planning, and Community Partnerships must support community bodies to participate in all parts of the process; in the development, design and delivery of the Locality Plan; in reviewing and reporting on progress; and increasing community capacity where appropriate. In developing Locality Plans, the Area Partnerships must take account of existing Council or Community Planning partner policies, legislative requirements and decisions concerning service provision. The Area Partnerships will not have the power to direct or change or reinstate Council or partner services. However, the Area Partnerships and communities will be able to input into service planning through consultations and where communities wished to undertake services through the Localities Bid Fund, this could be considered, bearing in mind that some services are statutory and could not be delivered by communities themselves.
- 6.2 In future, once the Locality Plans have been developed and agreed, it is proposed that meetings of Area Partnerships will be based on each of the themes within the Locality Plan. Again, to move away from the more traditional committee meeting style, it is proposed that formal committee reports will not be considered by Area Partnerships, but briefing information will be sent out with the agenda with questions or areas for open debate at the meeting. If papers for meetings are issued 2 weeks prior to each meeting, then members of the public and others could be invited to submit comments in advance which could be circulated and taken into account in any debate at the meeting. A programme of business will be set up for each Area Partnership which will likely meet about 5 times per year, given the nature of the strategic business being considered (potentially Aug/Sep; Nov/Dec; Jan/Feb; March and June). Having more meetings than this may not be feasible as there would need to be enough time between meetings

for actions to be carried out and progress made. In a similar way, it would not be possible to include any "old style" meetings in the programme.

- 6.3 Greater officer support will be required to enable these changes to take place and for the Area Partnerships to be successful. There will be a requirement for officer time - working with Chairs - on agenda development; different styles of briefing information to go out with agendas; officers presenting information in a different way and facilitating debate and discussion; publicity/ marketing of the meetings; training on chairing this type of meeting. A locality lead officer could be put in place on a temporary secondment basis for each locality to enable the new structure to be set up and running. It is further proposed that the Area Partnerships are reviewed after 18 months of operation.

7 CHANGES TO THE SCHEMES OF ADMINISTRATION AND DELEGATION

- 7.1 With the focus of Area Partnerships moving to community planning, there are a number of existing functions of Locality Committees which will need to be either deleted or moved. These functions are:
- (a) *Determine local holiday dates* – this function is to be deleted as the Council has no locus to approved these dates.
 - (b) *Consider and make recommendations for Local Byelaws and Management Rules* – in future this will be decided by the Council after consultation with the relevant local Members.
 - (c) *Approve all matters relating to street naming and numbering, where not delegated to officers* – in future this will be decided by the Executive Committee after consultation with the relevant local Members.
 - (d) *Approve local traffic management schemes* – in future authority will be delegated to the Service Director Assets and Infrastructure, after consultation with local Members, or consultation with Area Partnerships for major changes.
 - (e) *Approve the making of temporary, permanent or experimental orders for the regulation of traffic, including stopping-up orders* – in future authority will be delegated to the Service Director Assets and Infrastructure, after consultation with local Members, or consultation with Area Partnerships for major changes.

8 IMPLICATIONS

8.1 Financial

There is currently no budget for the operation of Locality Committees. Any marketing and advertising costs would need to be factored in to the budget, along with the costs associated with any seconded officer posts to support Locality Committee chairs.

8.2 Risk and Mitigations

There is a risk the Council and the wider Community Planning partners will be perceived as being remote from the people it serves unless opportunities

to engage with, involve, and consult local communities on any future service planning. This could be mitigated by addressing the membership of Locality Committees; inviting a variety of representatives to meetings to participate in debate and put forward views from the community; and changing the style of meetings in general so they are less report-driven.

8.3 Equalities

It is anticipated that opening up Locality Committee meetings to wider community representation should have no adverse impact due to race, disability, gender, age, sexual orientation or religion/belief.

8.4 Acting Sustainably

There are no economic, social or environmental effects of the changes proposed to Locality Committees.

8.5 Carbon Management

Changes to Locality Committees should have no effect on the Council's carbon emissions.

8.6 Rural Proofing

There should be a positive effect on the rural population of the Borders in terms of providing an opportunity for rural community representatives to either be members of Locality Committees, or be invited to attend and participate in meetings.

8.7 Changes to Scheme of Administration and Scheme of Delegation

The changes from Locality Committees to Area Partnerships in the Scheme of Administration are detailed in the Appendix to this report; and the changes to the Scheme of Delegation are detailed in Section 7 of the report.

9 CONSULTATION

9.1 The Members Sounding Board: Political Management Arrangements has been consulted, along with the Chairs of Locality Committees, on the options for changes to Locality Committees.

9.2 *The Chief Financial Officer, the Monitoring Officer, the Chief Legal Officer, the Chief Officer Audit and Risk, and the Service Director HR will be consulted on any draft report to Council and any comments received will be incorporated into the final report.*

Approved by

Jenni Craig

Service Director Customer and Communities

Signature

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Background Papers: Nil

Previous Minute Reference: Scottish Borders Council, 28 September 2017

Note – You can get this document on tape, in Braille, large print and various computer formats by contacting the address below. Jenny Wilkinson can also give information on other language translations as well as providing additional copies.

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AREA PARTNERSHIPS

Constitution

1. Each Area Partnership will comprise –

(a) Core Members:

- (i) The elected Scottish Borders Councillors representing –
 - **Berwickshire Area Partnership:** the six Elected Members for the Wards of East Berwickshire and Mid-Berwickshire;
 - **Cheviot Area Partnership:** the six Elected Members for the Wards of Kelso & District and Jedburgh and District;
 - **Eildon Area Partnership:** the ten Elected Members for the Wards of Galashiels & District, Leaderdale & Melrose, and Selkirkshire;
 - **Teviot & Liddesdale Area Partnership:** the six Elected Members for the Wards of Hawick & Denholm and Hawick & Hermitage;
 - **Tweeddale Area Partnership:** the six Elected Members for the Wards of Tweeddale East and Tweeddale West;
- (ii) One representative from each of four different Community Councils in the Area Partnership area as non-voting members;
- (iii) Any other non-voting member appointed by the Area Partnership up to a total core membership maximum of 20.

(b) Additional Invited members:

Invitations to attend and participate as non-voting members in meetings where there are relevant agenda items:

- (i) appropriate representative(s) from the Community Planning partners (NHS Borders, Scottish Police, Scottish Fire & Rescue Service, Scottish Enterprise, Live Borders, RSLs, Borders College, Health & Social Care Integration Board, SEPA, SNH, Skills Development Scotland, SESTRAN, Third Sector, Visit Scotland);
- (ii) a representative from any other Community Group or Local body, as appropriate; and
- (iii) a representative from any other community of interest group, as appropriate.

Chairman/Vice Chairman

The Chairman and Vice Chairman of each Area Partnership shall be a Member of Scottish Borders Council.

Quorum

Three of the Scottish Borders Council Members of each Locality Committee, including at least one representative from each Ward, shall constitute a quorum, except for the Eildon Area Partnership where five shall constitute a Quorum.

Functions Referred

The following functions of the Council shall stand referred to each Area Partnership, in compliance with any statute and regulations governing those public, private and voluntary sector organisations involved:-

1. Champion/lead the preparation and publication of a Locality Plan for the area, while taking account of the Scottish Borders Community Plan.
2. Inform the Locality Plan, by involving local communities in establishing:
 - (a) a shared understanding of need in the area;
 - (b) the outcomes and priorities for the area;
 - (c) the proposed improvement(s) to be achieved.
3. Approve the Locality Plan and recommend final approval by the Community Planning Strategic Board.
- *4. Review and monitor the progress of the Locality Plan, including approval of an annual progress report for publication, and receive progress and performance reports on local services, making recommendations to the relevant body/committee, as appropriate.
- *5. Where there is a local dimension to a Borders-wide plan, or a specific locality plan, act as a community consultation body.
6. Consider applications for financial assistance from the Council, through:
 - (a) Small Schemes;
 - (b) Quality of Life Funding; and
 - (c) Pay Parking Income (where available).

Note: Only SBC Councillors have decision-making powers for the above funds.
7. Promote and support the Localities Bid Fund, and encourage communities to get involved and participate.

Functions Delegated

All functions above NOT marked *. Those functions marked * are referred to the Committee for consideration and recommendation only and must receive approval of the relevant other Council committee.

General

In addition to the functions referred and delegated to the Area Partnerships, the Council or other Organisations may from time to time seek the views of Area Partnerships on specific matters or applications out-with their normal remit.