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SCOTTISH BORDERS COUNCIL SCRUTINY COMMITTEE

MINUTES of Meeting of the SCRUTINY
COMMITTEE held in COUNCIL CHAMBER,
COUNCIL HEADQUARTERS, NEWTOWN
ST BOSWELLS on Thursday, 23 March 2017
at 10.00 am

Present:- Councillors G. Turnbull (Chairman), W. Archibald, K. Cockburn, I. Gillespie,
A. J. Nicol and J. Torrance.
Apologies:- Councillors B Herd and W. McAteer.
In Attendance:- Clerk to the Council, Democratic Services Officer (P. Bolson).

1. **MINUTE**

There had been circulated copies of the Minute of 16 February 2017.

DECISION

AGREED the Minute.

2. **SCOTTISH BORDERS HEALTH AND SOCIAL CARE PARTNERSHIP**

2.1 The Chairman welcomed Ms Elaine Torrance, Interim Chief Officer Health and Social Care Integration, to the meeting to provide Members with an update of progress made with the Health and Social Care Integration Programme. Ms Torrance began by summarising the reasons for integrating health and social care services and explained that the Public Bodies (Joint Working) (Scotland) Act 2014 had set the framework for integration to take place. Integration would provide planned health and social care services in a seamless way, both from the perspective of the service user and carer, and would ensure greater focus on prevention, early intervention, resilient communities and a locality-based approach. Progress to date included: the designing of the Strategic Plan comprising nine local objectives; the Commissioning and Implementation Plan which indicated how those objectives would be met through a planned programme of change and redesign; the establishment of a Joint Learning Disability Team and a Joint Mental Health Team; and use of the Integrated Care Fund (ICF) to fund eighteen projects so far, including Stress and Distress training. ICF funding had been guaranteed for three years by the Scottish Government and Ms Torrance went on to explain the principles supporting the Tiered Model of Partnership Projects and how this was applied to a range of projects such as the Community Transport Hub, Borders Ability Equipment Store and Men's Sheds.

2.2 With reference to new models of health and social care, the configuration of services and the person-centred model, Ms Torrance explained that there were a number of shared principles which would be applied across all services, whilst always ensuring that the individual was at the centre of what was being put into practice. ICF funding had been agreed to take forward Community Led Support (CLS) projects intended to make health and social care more visible within local communities via Community Hubs staffed by individuals specifically trained to advise and support service users. Two pilot Hubs were currently being developed in Burnfoot and Ettrick Valley and would be operational in May 2017. Community Led Support would build on the skills of individuals and community assets and would invest in early intervention and prevention thus simplifying the way in which people could access support. This approach also made best use of professional workers' time by decreasing the hours that they spent travelling between appointments and therefore increasing the number of clients who could be seen in a day from perhaps two to five. Service users who were unable to travel to a Hub would continue to receive a home visit when necessary. In order to maintain the person-centred approach, staff, service users, carers and members of the public were involved in the planning groups for the various CLS projects.

- 2.3 Ms Torrance explained that Buurtzorg was a nursing model of care with its main focus on prevention. It had originated in the Netherlands and had been well-received by the Scottish Government. Buurtzorg involved close, collaborative working relationships with GPs and health and social care professionals. Test sites for this project were being discussed and a programme of public information events was being planned to inform communities about Buurtzorg. In terms of locality working, Ms Torrance advised that there were three Health and Social Care Locality Co-ordinators employed with responsibility - in conjunction with a number of established Locality Working Groups - for developing a Locality Plan for each of the five localities in the Scottish Borders.
- 2.4 With regard to Performance Monitoring, Ms Torrance informed Members that there had been some slippage in the planned timescales and that this was being addressed going forward. The Health and Social Care Delivery Plan had been published in December 2016 and included information on integration and gave a clear indication of the key areas for action. Ms Torrance advised Members of the role of the Ministerial Strategic Group in measuring performance in areas such as unplanned admissions; occupied bed days for unscheduled care; Accident and Emergency performance; delayed discharges; end of life care; and balance of spend across institutional and community services. Performance reports were presented to the Integration Joint Board, the most recent being in February 2017. Ms Torrance explained that re-categorisation of some services could potentially improve SBC performance levels, eg the Margaret Kerr Unit at the Borders General Hospital was currently classed as “end of life choice” rather than “hospice”. Ms Torrance indicated that in order to progress Health and Social Care Integration, continued communication, engagement and involvement within communities would be key to ensuring that local opinions and suggestions were considered throughout the process. Challenges facing the Integration Joint Board included reaching agreement on budget contributions by NHS Borders and SBC for future years. There were also opportunities in terms of developing a joint transformation and efficiencies programme and work was ongoing in this area.
- 2.5 Discussion followed and Members requested clarification on a number of issues. Ms Torrance confirmed that the recent contracts agreed with GP practices were using a cluster-based approach which offered opportunities for further engagement with GPs, service users and the local communities. With regard to “changing goalposts”, Ms Torrance was asked how this might affect the Health and Social Care Integration programme in terms of available budget, training for staff, etc. In response, Members were advised that the direction of travel remained the same and that the Strategic Integration Plan covered a three year period and was flexible and capable of responding to new initiatives and changing pressures. Further work was ongoing to look at how training was delivered currently and ways in which this might be redesigned and shared across localities. Ms Torrance also confirmed that options for how home care would be delivered in the future were being considered in terms of focussing on clients’ needs rather than purely on 15 minute time blocks. She went on to explain that there were electronic tools currently available which identified what care was provided and the length of each home care visit. This information could be used to assist managers when considering the future design and delivery of home care. Other factors to be taken into account included self-directed support; demand for home care visits at specific times throughout the day; increased demand for complex home care packages; recruitment; and the need to increase the number of providers on the framework for the home care service. Members were advised that substantial work was ongoing to address issues such as options for community nurses and social workers to share work space/buildings; ensuring that resources such as Occupational Therapy were located most effectively to assist in hospital discharge; and collection of data relating to post-discharge experiences. The Chairman thanked Ms Torrance for her attendance and it was agreed that a further report on the progress of the Health and Social Care Integration Plan be presented to the Scrutiny Committee in 12 months.

DECISION

(a) **NOTED the presentation.**

(b) **AGREED to receive a further progress report on the Health and Social Care Integration programme in 12 months.**

3. SCRUTINY REVIEWS

- 3.1 With reference to paragraph 4 of the Minute of 16 February 2017, there had been circulated copies of the updated list of subjects which Scrutiny Committee had been asked to review and which included the source of the request, the stage the process had reached and the date, if identified, of the Scrutiny meeting at which the information would be presented. Members noted that all subjects which had been included in the programme of reviews had now been presented to the Scrutiny Committee and were advised that update Reviews would be presented to the Committee during 2017/18 as previously agreed by Members.
- 3.2 There had also been circulated copies of the Action Tracker for Reviews undertaken by the Scrutiny Committee between May 2012 and February 2017, indicating the decisions and outcomes following each Review. With reference to the item on Protection of Private Water Supplies presented to the Committee on 18 February 2016, it was noted that no further information had been received from Mr Taylor and it was agreed that the Clerk to the Council would progress this matter and update the Action Tracker in due course. The List of Reviews would be amended to reflect that the Review on Non-Schooling and Home Schooling presented to the Scrutiny Committee on 20 August 2015 had been requested by Councillor Gillespie. Discussion then took place on the role of the Scrutiny Committee and on the use of the Call-in procedure for the examination of decisions by the Executive. Further discussion was deferred until after the Local Government elections in May 2017 when the new Committee members would be in place.

DECISION

NOTED:-

- (a) **the list of subjects reviewed by the Scrutiny Committee between 2016 and March 2017 and those scheduled for update review in 2017/18 as appended to this Minute at Appendix 1; and**
- (b) **the Scrutiny Committee Action Tracker for May 2012 to February 2017, subject to the above amendment, as appended to this Minute at Appendix 2.**

4. DATE OF NEXT MEETING

The next meeting of the Scrutiny Committee would take place on Thursday, 8 June 2017.

DECISION

NOTED.

5. CHAIRMAN'S REMARKS

The Chairman noted that this was the final meeting of the Committee prior to the Local Government Elections in May 2017. He took the opportunity to thank Members and Officers for their contribution to the work of the Scrutiny Committee since its establishment in 2015.

6. 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 the Appendix to this Minute on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 6 of Part I of Schedule 7A to the Act.

SUMMARY OF PRIVATE BUSINESS

7. **Minute**
The Scrutiny Committee noted the Private Minute of the meeting of 16 February 2017.

The meeting concluded at 11.35 am

Scrutiny Committee – Review Subjects 2016/17

Reviews Completed

Source	Issue/Description	Stage	Scrutiny Committee Meeting Date
1(c)	Scrutiny Committee Action Tracker	Jenny Wilkinson, Clerk to the Council	23 March 2017 Completed
2(c)	Health and Social Care Integrated Joint Board – to include: a general update with emphasis on how the Board had progressed its business programmes to date; and information relating to key issues that the Health and Social Care Integration Joint Board had identified.	Elaine Torrance.	23 March 2017 Completed.
3(c)	Police, Fire & Rescue and Safer Communities Board – a general update with emphasis on how the Board had progressed its business programmes to date; and details of key decisions made by the Board.	Douglas Scott	16 February 2017 Completed.
4(c) Councillor Archibald	Artificial sports pitches. Briefing paper to be brought forward on existing artificial pitches in the Scottish Borders, to include information on the use costs, benefits and issues of these facilities.	Presentation from Ben Lamb, Head of Live Borders.	16 February 2017 Completed.
5(c)	Home Schooling. To consider the requirement for a change in the law to ensure health assessments for home schooled children are carried out. Also to investigate parents undertaking an examination to ensure that they were adequate educators for primary secondary school education. me Schooling	Private briefing from Donna Manson, Service Director Children and Young People	16 February 2017 Completed.
6(c) Lib Dem Group	Implications of the Community Empowerment Act on the Council – <i>“there may be multiple implications of the Community Empowerment Act e.g. disposal of assets either SBC or Common Good, the transfer of local services to community groups who wish to take them on, future provision of allotments etc.”</i>	Presentation from Shona Smith, Communities & Partnership Manager.	26 January 2017 Completed.

Source	Issue/Description	Stage	Scrutiny Committee Meeting date
7(c) Scrutiny	The impact of third party use on the Local Authority's road network, e.g. timber transportation and wind turbine transportation.	Brian Young, Network Manager, David Richardson, Asset Manager, Derek Inglis, Lead Roads Planning Officer and James England, South of Scotland Timber Transport Officer.	26 January 2017 Completed.
8(c)	Drugs and Alcohol Strategy	Elaine Torrance, Chief Social Worker; Tim Patterson, Joint Director of Public Health, Fiona Doig.	24 November 2016 Completed.
9(c)	Policies and Procedures for Protective Marking of Documents and Management of Information.	Information Governance Board to make presentation.	24 November 2016 Completed.
10(c) Councillor Nicol	Review of Bridges Assets. The review should include the condition of bridges on the register and the processes for inspection and maintenance	Presentation by Martin Joyce, Service Director Assets & Infrastructure	27 October 2016. Completed.
11(c) Councillor Torrance	Social Work Duty Hub	Graeme Dobson, Project Manager, Les Grant, Customer Services Manager	27 October 2016. Completed.
12(c) Councillor Nicol	Recycling Centres. Update on remarketing of goods for recycling at Community Recycling Centres, including how other authorities approached this.	Presentation by Jenni Craig, Service Director Neighbourhood Services and Ross Sharp-Dent, Waste Manager.	22 September 2016. Completed.
13(c) Councillor Cockburn	Asymmetric Week	Presentation by Donna Manson, Service Director Children & Young People, Ms M Strong, Chief Officer Education & Lifelong Learning; Mr P Fagan & Ms A M Bready, Headteachers.	22 September 2016. Completed.

Source	Issue/Description	Stage	Scrutiny Committee Meeting Date
14(c) Ettrick and Yarrow Community Council	Great Tapestry of Scotland Working Group – Report	Report by Scrutiny Committee Working Group, presented by Councillor Mountford	18 August 2016. Completed.
15(c) Greenlaw and Hume Community Council	To consider outsourcing success stories from this Council and elsewhere in Scotland in particular where the service has been outsourced to a third sector organisation	Presentation by Kathryn Dickson, Procurement & Payment Services Manager.	18 August 2016. Completed.
16(c) Royal Burgh of Peebles & District Community Council	This issue relates to how (and under what circumstances) community consultation is designed, planned and managed and how the processes by which Council canvasses the views of local communities can be facilitated and improved upon. In particular, use the example of the process that led to the decision by the Council's Executive Committee to agree that Victoria Park, Peebles is the preferred location for a 3G pitch.	Presentation from Rob Dickson, Corporate Transformation and Services Director.	Removed. (Paragraph 2.2 of the minute of 18 August 2016 refers).
17(c) Councillor Torrance	School Transport and Escorts	Presentation by Dona Manson, Service Director Children and Young People.	28 April 2016 Completed.
18(c) Scrutiny Committee	Following the review on road repairs maintenance, presented to the January meeting of Scrutiny Committee. There was a further report to the March meeting on the implications on the capital and revenue budgets of the trunk status of the A72 and A7. Scrutiny Committee requested a further report identifying the revenue and capital costs of works to individual roads in the roads infrastructure.	Report from Asset Manager.	28 April 2016. Completed.
19(c) Councillor Logan	Support for Highly Able Learners in Schools	Presentation by Donna Manson, Service Director Children & Young People.	28 April 2016. Completed.

Issue	Source/Description	Stage	Scrutiny Meeting Date
20(c) Scrutiny Committee	Financing arrangements for the Transport Interchange in Galashiels – to include subsidy arrangements and departure charges.	None	24 March 2016. Completed.
21(c) Councillor Archibald	Equalities Legislation. Consideration on the Council's up to date grant application form and information on how legislation is applied to local festivals, in particular where the Council awards grants.	None.	24 March 2016. Completed.
22(c) Councillor Bhatia	Protection of Private Water Supplies – “in relation to Planning e.g. when a planning application is granted which requires an additional private supply or taking water from an existing private supply, how do existing householders ensure that their supply is protected? This may be purely a civil matter or the Council may have a role. This is further exacerbated with large forestry/windfarm applications.”	Recommendation to be considered by Executive Committee on 22 March 2016.	18 February 2016. Completed. Follow up by Clerk to the Council to contact Mr Taylor re sharing of the information he had gathered and consider any lessons learned during his research.
23(c) Ettrick and Yarrow CC Allocation of budgets for rural maintenance and repairs.	To review extent to which the SBC budget for road repairs and maintenance is sufficient to meet need and the not unreasonable expectation that roads will be maintained in a safe condition. Within this context, to particularly examine how the allocation of budget for rural roads is arrived and whether more should be allocated.	Recommendation considered by Executive Committee on 8 March 2016 – accepted.	28 January 2016. Completed.
24(c) Graeme Donald	Religious Observance } Policy } These were } presented together at	None – briefing session	29 October 2015. Completed.
25(c) Scrutiny Committee	Faith Schools } } the same meeting.	None – briefing session.	29 October 2015. Completed.
25(c) Councillor Turnbull	Fees for taxi licensing – the amount paid to outside bodies in administering taxi licensing and how the fees for a licence in the Borders compare with those of neighbouring authorities.	Information emailed to Cllr Turnbull from Licensing Team Leader on 5/10/15. Cllr Turnbull does to wish to pursue further.	14 October 2015. Completed.
27(c) Scrutiny Committee	Attainment levels in Schools in Deprived Areas.	None – briefing session.	24 September 2015. Completed.

Issue	Source/Description	Stage	Scrutiny Meeting Date
28(c) Scrutiny Committee	Mainstream Schools and Children with Complex Additional Support Needs	None – briefing session.	24 September 2015. Completed.
29(c) Scrutiny Committee	Funding available to Community Councils	Presentation from Clare Malster, Strategic Community Engagement Officer	11 June 2015. Completed.
30(c) Scrutiny Committee	Presentations on Planning Enforcement and Building Inspection Regime.	Presentation from Alan Gueldner, Lead Enforcement and Mr James Whiteford, Lead Building Standards Surveyor.	11 June 2015. Completed.
31 (c) Scrutiny Committee	Procurement Control of contractors policy/repairs & maintenance framework agreement procurement project.	Presentation by Kathryn Dickson, Procurement and Payment Services Manager, Graham Cresswell, Health & Safety Manager; Ray Cherry, Senior Architect; Stuart Mawson, Property Manager.	28 May 2015. Completed.
32(c) Scrutiny Committee	Use of Small Schemes and Quality of Life Funding by Area Fora.	Report by Jenni Craig, Service Director Neighbourhood Services.	26 March 2015. Completed.

Reviews Completed 2014/2015

Source	Issue/Description	Stage	Scrutiny Committee Meeting Date
1(d) Scrutiny Committee	Funding Available to Community Council	Clare Malster, Strategic Community Engagement Officer. Jean Robertson, Funding and Project Officer.	11 June 2015. Completed.
2(d)	Presentation on Planning Enforcement and the Building Inspection Regime	Alan Gueldner, Lead Officer Enforcement and James Whitford, Lead Building Standards Surveyor	11 June 2015 Completed.
3(d)	Use of Small Scheme and Quality of Life Funding by Area Fora	Report from Jenni Craig, Service Director Neighbourhood Services. Craig Blackie Neighbourhood Area Manager(Eildon)	26 March 2015 Completed.
4(d)	Procurement – Control of Contractors Policy/Repairs & Maintenance Framework Agreement Procurement Project	Kathryn Dickson, Procurement and Payment Services Manager, Graham Cresswell, Health and Safety Manager, Ray Cherry, Senior Architect, Stuart Mawson.	28 May 2016 Completed

Reviews Completed 2012/2013


Source	Issue/Description	Stage	Scrutiny Committee Meeting Date.
1(e)	The Scrutinising Function within the new Scheme of Administration	Councillor Parker	Completed.
2(e)	Food Safety	Brian Frater, Head of Planning & Regulatory Services; Gwen Robertson, Principal Officer Food/Health and Safety, and Anne Dalziel, Enforcement Officer, Anne Dalziel.	4 October 2012. Completed.
3(e)	Procurement	David Robertson, Chief Financial Officer, Sandra Blacklock; Category Manager – Construction, Transport and Environment, Ewan Forrest, Category Manager – Corporate Indirects, Ewan Forrest and Charles Revolta, Solicitor.	4 October 2012. Completed.
4(e)	The Scrutinising Function within the new Scheme of Administration	Councillor Parker	4 October 2012 Completed.
5(e)	The Welfare Reform Act and Its Impact	Presentation from Jenni Craig, Head of Customer Services and David Cressey, Head of Housing & Community Justice	13 September 2012 Completed.
6(e)	Tourism Development in the Scottish Borders Area	Paula McDonald, Regional Director – VisitScotland, Vicki Miller, Head of Local marketing, VisitScotland, Ms Catherine Maxwell-Stewart, Chairman Scottish Borders Tourism Partnership, Richard Sweetnam, Economic Development Manager.	22 March 2012 Completed.




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SCOTTISH BORDERS COUNCIL
ACTION TRACKER





SCRUTINY COMMITTEE – MAY 2012 to FEBRUARY 2017



OUTCOMES




16 February 2017			OUTCOME
Artificial Sports Pitches	DECISION AGREED that an update report be presented to the Scrutiny Committee in 18 months providing a review of 2D and 3G artificial pitch provision in the Scottish Borders.	Head of Operations with Live Borders.	Report to be presented to Scrutiny Committee in June 2018.
Home Schooling	DECISION AGREED to review home schooling on an annual basis and make recommendations to Council and the Executive as appropriate.	Service Director Children and Young People	Report to be presented to Scrutiny Committee in February 2018.
26 January 2017			OUTCOME
The Impact of third party use on the local authority's road network	DECISION AGREED TO RECOMMEND to the Executive Committee: (a) the Leader write to the Scottish Government pressing for more funding for the road infrastructure from both Scottish Government and the Forestry Industry to both prepare the public road network for timber extraction and also rectify any resultant damage caused by timber extraction; (b) The Leader write to the Scottish Government to request that the current review of 'the Future of Forestry in Scotland' should include the impact and cost of timber extraction on the road network and rural communities; and (c) the impact of 3 rd party use of the public road network – in the form of larger HGV vehicles – be kept under review on an annual basis by the appropriate Committee in the new Council following the election in May 2017.	Clerk to the Council	Executive Committee of 14 February AGREED (a) and (c) and Agreed (b) with the following additions. (b) ...and in granting permission for new afforestation, due regard must be given to the capacity of rural roads to accommodate the pressures at a time of extraction in the future; and 





Implications of the Community Empowerment Act on the Council	DECISION AGREED (b) A pack on Community Empowerment be sent out to all Members with links to further information which Members could distribute to local community bodies; and (c) that further briefings be made to all Members in due course as the remaining sections of the Community Empowerment Act were enacted.	Community & Partnerships Manager	(b) Links emailed to Scrutiny Members on 06.02.17 All Members on 15.02.17  (c) This will be picked up by Shona Smith in the new Council.
27 October 2016			OUTCOME
Review of Bridges	DECISION 4(b) AGREED to RECOMMEND to the EXECUTIVE COMMITTEE that: (i) the current Roads Review should take account of the need to inspect bridges within the Code of Practice for Management of Highway Structures recommendations and that, if possible, some additional resources be identified to allow this work to be carried out in line with the priorities within the Roads Asset Management Plan; (ii) once the inspection of bridges has been carried out, that the condition of all bridges be categorised and incorporated into the regular performance monitoring reports to the Executive Committee; and (iii) when considering future repairs to historic and iconic Borders bridges, officers continue to assess on a case by case basis any opportunities for external funding.	Clerk to the Council	Executive Committee on 15 November 2016:AGREED (i) and (ii) and amended (iii) to: once the inspection of bridges had been carried out, the condition of all bridges be categorised and incorporated into an annual report to the Executive Committee as part of the Roads Asset Management Plan process. This amended was accepted at the Scrutiny Committee meeting of 24 November 2016. 
22 September 2016			OUTCOME
Community Recycling Centres – Update on re-use/re-marketing of Goods.	DECISION 4.10 AGREED to RECOMMEND that the Waste Management Member Officer Working Group be asked to investigate initiatives to facilitate Arm’s Length Organisations continuing and expanding the valuable re-use and remarketing facility at the Council’s Community Recycling Centres, as part of their consideration of the new Waste Management Plan.		Ross-Sharp Dent confirmed this will be raised at the next meeting of the Waste Management WG due to be held end March/beginning April 2017 (No meeting of the WG has taken place since September 2016). 
18 August 2016			OUTCOME
Great Tapestry of Scotland: A Review of the Process in	DECISION AGREED that the amended report by the Great Tapestry of Scotland Working Group, including its 6 recommendations, be presented to the Executive Committee at its next meeting on 6 September 2016:	Clerk to the Council	Executive AGREED on 6 September 2016 to endorse the recommendations from the Scrutiny






respect of decision-making.	<p>(a) Where potential projects, such as the Great Tapestry, are at the stage of evolving from a conversation into a concept/idea, before proceeding to the project stage and into the capital plan, it would be helpful if all material conversations involving Officers and Members could be summarised and noted. This would aid transparency and help to establish a more complete project record.</p> <p>(b) When officers are producing the first formal report to be considered by Members on a major project, they should include all appropriate information on the origin of all options which have been considered and any which have subsequently been dismissed. This is as much for a retrospective record as it is to inform the decision-making at the time.</p> <p>(c) Relevant analysis/research should be considered for inclusion as appendices in reports for projects like this or, if confidential, made available to Members privately for further scrutiny.</p> <p>(d) For any major project – to ensure good communications – regular informal briefing for all Members, along with the provision of electronic bulletins, would assist in keeping Members updated on progress and allow them to ask questions and also pass this information on to stakeholders, community groups, and members of the public.</p> <p>(e) Within the project management processes, the Council’s reputational risk should be included as a matter of routine in the Risk Register and the risk and mitigations section of committee reports should always take reputational risk into account and provide a commentary on that issue.</p> <p>(f) When considering locations as part of a major project, criteria being used to assess them should be put in order or priority (starting with the highest) and/or weighed. Once a site had failed to meet one of the criterial, that site will normally no longer be assessed against the remaining criteria, and an explanation will be given to Members.</p>		<p>Committee.</p> 
Commissioning Arrangements with the Voluntary and Third Sector	<p>DECISON AGREED THAT:</p> <p>(i) a link to the report “Purchasing from the Third Sector” would be forwarded to Greenlaw and Hume Community Council for their information and advise them that the Committee was not inclined to pursue a full review of outsourcing success stories elsewhere in Scotland at the moment, given the current level of outsourcing to the Third Sector; and</p>	Clerk to the Council	<p>Claire Veitch Manager – Local Area Co-ordination Team (Learning Disability & Mental Health) Scottish Borders Learning Disability Service Church Street</p>



	(ii) further information relating to the Green Team and supported businesses in general be presented at a future meeting of the Scrutiny Committee.		EARLSTON TD4 6HR 01896 840 200 07816 156 659 Information on the Green Team to be presented in the new Council term. 
28 April 2016		OUTCOME	
School Transport and Escorts	DECISION NOTED (b) that information on transport received from parents would be included in the School Estates review; and (c) that there would be an incremental review of school transport linked to the Schools Estates review carried out over the next 12 to 24 months.		Confirmation requested that this has been included in the Schools Estate Review. 
24 March 2016		OUTCOME	
Re-Trunking parts of A7 and trunking of A72	DECISION AGREED that the Asset Manager and Clerk to the Council liaise regarding a further report to Scrutiny Committee identifying the revenue and capital costs of works to individual roads infrastructure.	Asset Manager and Clerk to the Council	Briefing note on 'Roads Re-trunking and Roads Capital Spend presented on 28 April 2016 
18 February 2016		OUTCOME	
Protection of Private Water Supplies	DECISION (b) AGREED that officers from Regulatory Services meet with Mr Taylor to share information he had gathered and consider any lessons learned during his research. (c) AGREED to RECOMMEND to the Executive Committee that: (i) Officers from Regulatory Services work with the Council's Communication Team to progress a public awareness campaign - <ul style="list-style-type: none"> • giving information about grants/conditions available for the improvement of private water supplies; • encouraging people with private water supplies not on the Private Water Supplies Register to send in their details to allow a more complete mapping of properties/source locations not currently on the Register; 		Mr Taylor's information was provided and reviewed but the matter has still to be concluded. Further information to be provided by Mr Taylor as at 20 January 2017. Executive Committee on 22 March 2016 agreed the recommendations. 

	<ul style="list-style-type: none"> • placing information on the Council's website; • attending Area Fora meetings; and • involving Community Councils asking for their assistance by providing a map of known properties/sources within their area and requesting them to populate these maps further using local knowledge; and <p>(ii) the Director of Regulatory Services continue to ensure sufficient staff resources were available to meet the Council's statutory needs for private water supplies.</p>		
Scrutiny Reviews – Update on Subjects included in the future Scrutiny Review Programme	<p>DECISION AGREED that:-</p> <p>(i) The Council's Communications Team would issue a press release explaining the role of Scrutiny and how the public could contribute to the work of the Committee by suggesting areas for review.</p> <p>(ii) The list of subjects for review would be revised and would group the subjects together under headings (a) completed topics; (b) those where the reviews were "in progress" and (c) subjects where Scrutiny had yet to decide any action, to easily identify the current status of any topic and that this would be available for the next meeting of the Committee.</p>		<p>Details on website.</p> <p>www.scotborders.gov.uk/info/20058/councillors_and_committees/351/scrutiny</p> <p style="text-align: center;"></p>
28 January 2016			OUTCOME
Maintenance of Roads	<p>DECISION</p> <p>(a) AGREED to RECOMMEND that the Executive Committee continue to consider ways of further increasing investment in roads and related infrastructure; and</p> <p>(b) AGREED to request that the Service Director Commercial Services bring back a report to the March 2016 meeting of Scrutiny on the potential implications for the capital and revenue budgets of the re-trunking of the A72 and A7, along with potential impact on the capital programme and SBc Contracts.</p>		<p>Executive AGREED on 8 March 2016:- to accept the recommendation from the Scrutiny Committee to consider ways of further increasing investment in roads and related infrastructure' and to thank the Committee for the work carried out.</p> <p>Further report presented to Scrutiny on March 2016 Meeting.</p> <p style="text-align: center;"></p>
29 October 2015			OUTCOME
Great Tapestry of Scotland	<p>DECISION AGREED to form a Scrutiny Working Group to examine the decision</p>	Clerk to the Council	Working Group concluded with report to Scrutiny Committee 18 August

	making process in respect of the Great Tapestry of Scotland Project and ascertain if there were any lessons which could be learned for future projects.		2016. 
24 September 2015			OUTCOME
Minute of the meeting of 20 August 2015 (Home Schooling)	NOTED The amount of maintenance allowance payable to parents who were home educating their child/children would be provided to Members by end of September.	Service Director Children and Young People	Information issued on 12.10.15 
20 August 2015			OUTCOME
Non Schooling and Home Schooling	DECISION AGREED TO RECOMMEND that the Scottish Borders Council write to Scottish Government requesting that the 1980 Scotland Education Act be amended to give local authorities the power to enforce Section 37 of the Act in order to ensure that children who were being home schooled received a satisfactory education appropriate to their age and aptitude.		Council AGREED on 7 October 2015 that a report be submitted to the Executive (Education Theme) in advance of any letter to the Scottish Government regarding Home Schooling. Due to changes in legislation this action was superseded. A Private Briefing was given to Scrutiny Committee on 16.02.17 
Scrutiny Reviews	DECISION AGREED that guidance would be made available to anyone submitting a request for a Scrutiny Review to ensure that the request contained sufficient information to enable the Committee to make its decision.		No further requests received.
11 June 2015			OUTCOME
Funding Available to Community Councils	DECISION AGREED: (a) to add a paragraph to the Briefing note stating that advice on other funding sources was available from the Council's Funding and Project Officer; (b) To circulate the Briefing Note to all Community Councils via email; and (c) That the Democratic Services Officers distribute copies of the	Clare Malster Louise McGeoch	Completed 18 June 2015 Completed. Completed 30 June 2015

	Briefing Note to Community Council representatives at the Area Forum meetings.	DSOs	
28 May 2015			OUTCOME
Notice of Concern Process	DECISION AGREED to: (b) Notify the Executive Committee of the decision to approve the Notice of Concern process.		All Councillors receive electronic copies of Scrutiny Minute but this will also be picked up in the new Council. 
29 January 2015			OUTCOME
Performance Monitoring Role of Scrutiny and Code of Practice	DECISION (c) AGREED that:- (i) RAG (red, Amber, Green) status be include in reports presented to Scrutiny Committee in its monitoring role; and (ii) Training on how officer used Covalent in performance monitoring be delivered to Members of Scrutiny Committee.		This will be picked up in the new Council. 
Scrutiny Reviews	DECISION AGREED: (b) to request the Clerk to the Council amend the Scrutiny Review Requests text, last paragraph, to read 'will' be pleased to hear from you, not 'would'; (c) to request the Clerk to the Council amend the website proposed text as follows:- (i) first paragraph, delete 'to residents'; (ii) to insert, on first page, paragraph 3, numbered point 4, an asterisk at "call-in" and on page two, last paragraph, an asterisk at 'Checking on Executive Decisions – the call in' process'; (iii) last paragraph – Scrutiny Committee Membership, amend to: Councillor Simon Mountford'; and (d) that the Clerk to the Council circulate a draft 'Notice of Concern' process to Members prior to the next meeting of the Committee and to include this as an item on the next agenda of the Scrutiny Committee.		Completed 18 March 2015 Presented to 26 March 2015 meeting for consideration. 
Scrutiny Committee	DECISION AGREED the following methods of public engagement be progresses:-		Completed 18 March 2015

	<ul style="list-style-type: none"> (i) An item placed on each Area Forum agenda requesting suggestions for considerations for Scrutiny reviews; (ii) officers draft a letter – for prior approval by members of the Scrutiny Committee – to Community Councils asking for ideas for Scrutiny Reviews and giving details of the context of such reviews; and (iii) further information be provided in terms of using the Council website to submit suggestions for reviews. 		
4 October 2012			OUTCOME
The Scrutinising Function within the new Scheme of Administration	DECISION AGREED TO RECOMMEND to Council that Standing Order 26 be amended in that the number of Councillor signatures required on the notice of motion or amendment be reduced from ten to seven.		Council AGREED on 25 October 2012 to approve the recommendation of Scrutiny that Standing Order 26 be amended in that the number of Councillor signatures required on the Notice of Motion or amendment be reduced from ten to seven. 
Procurement	DECISION AGREED TO RECOMMEND to the Council that the Head of Property and Facilities Management be requested to ensure that all Framework Agreements were properly reviewed after the first 2 year period and not automatically extended for a further period of up to 2 years to allow local firms regular opportunities to be included in such agreements.		Council AGREED on 25 October 2012 to approve the recommendation of Scrutiny. 
13 September 2012			OUTCOME
3. The Welfare Reform Act and Its Impact	DECISION AGREED TO RECOMMEND to COUNCIL that the Communications Plan, set up part of 'The Strategic Partnership Against Poverty' programme, should include updates to all Councillors.		Council AGREED the recommendations on 27 September 2012. 
	Overdue		

	Pending
	Complete

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