

**Please find attached the Public Minutes in respect of
Item 6 on the agenda for the above meeting**

6.	<p>Committee Minutes (Pages 3 - 88)</p> <p>Consider the following Committee Minutes:-</p> <ul style="list-style-type: none"> (a) Local Review Body 21 October 2019 (b) Audit & Scrutiny 24 October 2019 (c) Duns Common Good 31 October 2019 (d) Lauder Common Good Fund 31 October 2019 (e) Planning & Building Standards 4 November 2019 (f) Major Contracts Governance Group 5 November 2019 (g) Tweeddale Area Partnership 5 November 2019 (h) Police, Fire & Rescue and Safer Communities Board 8 November 2019 (i) Eildon Area Partnership 14 November 2019 (j) Local Review Body 18 November 2019 (k) Executive 19 November 2019 (l) Teviot & Liddesdale Area Partnership 19 November 2019 (m) Audit & Scrutiny 25 November 2019 <p>(Copies attached.)</p>	5 mins
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**SCOTTISH BORDERS COUNCIL
LOCAL REVIEW BODY**

MINUTE of Meeting of the LOCAL REVIEW BODY held in the Council Chamber, Council Headquarters, Newtown St Boswells, TD6 0SA on Monday, 21 October 2019 at 10.00 am

Present:- Councillors T. Miers (Chairman), S. Aitchison, A. Anderson, J. A. Fullarton, S. Hamilton, H. Laing, S. Mountford, C. Ramage and E. Small

In Attendance:- Principal Planning Officer – Major Applications/Local Review, Solicitor (E. Moir), Democratic Services Team Leader, Democratic Services Officer (F. Walling).

1. REVIEW OF 19/00521/AMC

There had been circulated copies of the request from Mr Darin Strutt and Ms Jennifer Ettienne, per Keith Renton, Architect, Humestanes, Hume Hall Holdings, Greenlaw, to review refusal of the planning application for approval of all matters specified in conditions for planning consent 18/01256/PPP. The supporting papers included the Notice of Review and associated documents; Decision Notice; Officer's Report; papers referred to in the Officer's Report; Consultations; Objection; and a list of policies. The Planning Advisor drew attention to new evidence submitted with the Notice of Review documentation in the form of two letters of support for the application. Members accepted that this information met the test set out in Section 43B of The Town and Country Planning (Scotland) Act 1997 and included it in their consideration. Members noted that the principle of a house on the site had been established and that the application related to the siting and design of the proposed dwellinghouse and garage. In the ensuing discussion there was general agreement that the siting and floor level of the dwellinghouse was acceptable and general recognition of the positive elements of the innovative design of the development. However there was a division of opinion as to whether the contemporary design and materials proposed for the dwellinghouse and garage were sympathetic with existing houses in the area, in compliance with the Planning Brief and appropriate for this particular location.

VOTE

Councillor Aitchison, seconded by Councillor Hamilton, moved that the decision to refuse the application be upheld.

Councillor Fullarton, seconded by Councillor Mountford, moved as an amendment that the decision to refuse the application be reversed and the application approved.

On a show of hands Members voted as follows:-

*Motion - 7 votes
Amendment - 2 votes*

The motion was accordingly carried and the application was refused.

DECIDED that:-

- (a) the request for a review had been competently made in terms of Section 43A of the Town and Country Planning (Scotland) Act 1997;**
- (b) the two letters of support submitted with the Notice of Review documentation met the test set out in Section 43B of the Town and Country Planning (Scotland) Act 1997 and could be taken into consideration;**
- (c) the review could be considered without the need for any further procedure on the basis of the papers submitted;**
- (d) the proposal would be contrary to the Development Plan and that there were no other material considerations that would justify departure from the Development Plan; and**
- (e) the officer's decision to refuse the application be upheld and the application be refused, for the reasons detailed in Appendix I to this Minute.**

The meeting concluded at 10.40 am



APPENDIX I

**SCOTTISH BORDERS COUNCIL
LOCAL REVIEW BODY DECISION NOTICE**

**APPEAL UNDER SECTION 43A (8) OF THE TOWN AND COUNTRY PLANNING
(SCOTLAND) ACT 1997**

**THE TOWN AND COUNTRY PLANNING (SCHEMES OF DELEGATION AND LOCAL
REVIEW PROCEDURE) (SCOTLAND) REGULATIONS 2013**

Local Review Reference: 19/00021/RREF

Planning Application Reference: 19/00521/AMC

Development Proposal: Erection of dwellinghouse and detached garage (approval of all matters reserved as conditions 18/01256/PPP)

Location: Land South East of Dundas Cottage, Selkirk

Applicant: Mr Darin Strutt and Jennifer Etienne

DECISION

The Local Review Body upholds the decision of the appointed officer and refuses planning permission as explained in this decision notice and on the following grounds:

1. The development would not comply with Policy PMD2 of the Scottish Borders Council Local Development Plan 2016, the Ettrick (Hopehouse) Mini Planning Brief and the Supplementary Planning Guidance on Placemaking and Design 2010, in that its form and depth would not relate sympathetically to the character of the surrounding area and neighbouring built form. There are no other material considerations that would be sufficient to override these policy conflicts.

DEVELOPMENT PROPOSAL

The application relates to the erection of a dwellinghouse and detached garage. The application drawings and documentation consisted of the following:

Plan Type	Plan Reference No.
Location Plan	824P-01
Site Plan	824P-02
Floor Plans	824P-03
South and West Elevations	824P-04

North and East Elevations	824P-05
Garage Elevations	824P-06
3D Views	824P-07

PRELIMINARY MATTERS

The Local Review Body considered the review, which had been competently made, under section 43A (8) of the Town & Country Planning (Scotland) Act 1997 at its meeting on 21st October 2019.

After examining the review documentation at that meeting, which included a) Notice of Review and associated documents; b) Decision Notice; c) Officer's Report; d) Papers referred to in Officer's Report; e) Consultations; f) Objection and g) List of Policies, the Review Body noted that new evidence had been submitted in the form of two letters of support for the proposal from local residents. They accepted that this information met the test set out in Section 43B of The Town and Country Planning (Scotland) Act 1997 and was duly considered. Whilst noting the applicant's request for further procedure in the form of written submissions, the Review Body did not require any further procedure and proceeded to determine the case.

REASONING

The determining issues in this Review were:

- (1) whether the proposal would be in keeping with the Development Plan, and
- (2) whether there were any material considerations which would justify departure from the Development Plan.

The Development Plan comprises: SESplan Strategic Development Plan 2013 and the Scottish Borders Local Development Plan 2016. The LRB considered that the relevant listed policies were:

- Local Development Plan policies: PMD1, PMD2, PMD3, HD3, EP1, EP3, EP16, IS7, IS8 and IS9

Other Material Considerations

- Ettrick (Hopehouse) Mini Planning Brief
- SBC Supplementary Planning Guidance on Placemaking & Design 2010
- SBC Supplementary Planning Guidance on Privacy and Sunlight 2006
- SBC Supplementary Planning Guidance on Landscape and Development 2008
- SBC Supplementary Planning Guidance on Waste Management 2015
- SBC Supplementary Planning Guidance on Biodiversity 2005
- SBC Supplementary Planning Guidance on Local Landscape Designations 2012

The Review Body noted that the proposal was to erect a dwellinghouse with detached garage. Members firstly noted that the application was for approval of matters reserved as conditions on planning consent 18/01256/PPP and that the principle of a house on the site was established by that consent, which remained extant until 2022.

Members then considered the details of the submission in relation to siting and design of both the dwellinghouse and garage. They noted that the site sloped down from the public road edge and that the house and garage, by virtue of design and ground levels, would be relatively unobtrusive from public view. They agreed with the Appointed Officer that the siting and floor

level of the dwellinghouse were acceptable, although there was more concern over the position of the garage when combined with its design.

In relation to design, the Review Body assessed the proposals against Local Development Plan Policy PMD2, the “Placemaking and Design” SPG and the “Ettrick (Hopehouse) Mini Planning Brief” in particular. They noted that, whilst there was no prohibition in these documents to contemporary design and materials and that they did not advocate pastiche architecture, there was an expectation that new house designs in a building group would be of sympathetic scale, massing, form and materials. They noted that the Brief, in particular, sought design and materials in keeping with existing dwellings in the area. The Review Body was, however, particularly concerned over the form of the dwellinghouse and garage.

Members accepted that the design of the house and garage was contemporary and embodied sustainability principles. In a different context, they would have accepted such a design approach. They also accepted that modern materials such as roof sheeting and timber cladding had been accepted on a house design to the north of the public road. Nevertheless, they still considered that the form of modern houses in the building group remained traditional and in keeping with the character of existing houses and the requirements of Policy and Planning Brief guidance. The Review Body considered that the proposed design would conflict with, rather than compliment, the traditional houses within the group. They also had some concerns over the amount of metal cladding visible to the public road and over the position, design and scale of the detached garage, which some Members felt was industrial in appearance. Ultimately, they agreed with the Appointed Officer that such a contemporary design and form, whilst acceptable in other locations, was out of character in this context and was contrary to Policies, Supplementary Guidance and the Planning Brief.

The Review Body then considered other relevant matters including road access, landscaping and infrastructure but considered that none justified additional reasons to refuse the application as such matters could have been addressed by conditions.

CONCLUSION

After considering all relevant information, the Local Review Body concluded that the development was contrary to the Development Plan and that there were no other material considerations that would justify departure from the Development Plan. Consequently, the application was refused for the reasons stated above.

Notice Under Regulation 22 of the Town & Country Planning (Schemes of Delegation and Local Review procedure) (Scotland) Regulations 2013.

1. If the applicant is aggrieved by the decision of the planning authority to refuse permission for or approval required by a condition in respect of the proposed development, or to grant permission or approval subject to conditions, the applicant may question the validity of that decision by making an application to the Court of Session. An application to the Court of Session must be made within 6 weeks of the date of the decision.
2. If permission to develop land is refused or granted subject to conditions and the owner of the land claims that the land has become incapable of reasonably beneficial use in its existing state and cannot be rendered capable of reasonably beneficial use by the

carrying out of any development which has been or would be permitted, the owner of the land may serve on the planning authority a purchase notice requiring the purchase of the owner of the land's interest in the land in accordance with Part V of the Town and Country Planning (Scotland) Act 1997.

Signed...Councillor T Miers
Chairman of the Local Review Body

Date...29 October 2019

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SCOTTISH BORDERS COUNCIL AUDIT AND SCRUTINY COMMITTEE

MINUTE of Meeting of the AUDIT AND SCRUTINY COMMITTEE held in Council Chambers. Council Headquarters, Newtown St Boswells on Thursday, 24 October 2019 at 10.00 am

Present:- Councillors S Bell (Chairman), H. Anderson, K. Chapman, J.A. Fullarton, S. Hamilton, N. Richards, H. Scott, E. Thornton-Nicol.
Apologies:- Councillor S Scott.
Also Present - Councillors S. Aitchison, C. Hamilton, S. Marshall, W. McAteer, E. Robson.
In Attendance:- Service Director Assets & Infrastructure, Clerk to the Council, Lead Education Officer (L. Munro), Trainee Democratic Services Officer.

AUDIT & SCRUTINY BUSINESS

1. **MINUTE.**

There had been circulated copies of the Minute of the Meeting held on 23 September 2019.

DECISION

APPROVED for signature by the Chairman.

SCRUTINY BUSINESS

2. **PETITIONS**

2.1 **Petitions Procedure**

There had been circulated copies of an extract from the Audit and Scrutiny Committee Petitions procedure. The Chairman advised that, due to the similar nature of the petitions to be heard, there would be a slight change to the formal petition process and that both petitions would be heard, and then the Committee would come to its conclusions which may or may not be the same for each petition. Councillor Robson had notified the Chairman that he wished to make a statement in support of the Kelso petition and the Chairman had agreed to this request, with the statement being made after the officers' responses to Committee. The Chairman further advised that sadly the Hawick petitioner, Mr Greg Dalgleish, was not able to be present at the meeting due to a family bereavement and Councillor McAteer would present the petition on his behalf. The Chairman asked that Councillor Marshall pass on the Committee's condolences to Mr Dalgleish.

2.2 **Kelso Play Parks Petition**

There had been circulated copies of a petition entitled "Save Kelso's Playparks", which had received 502 signatures. The form was accompanied by comments made by the signatories as part of an online petition. There had also been circulated copies of a briefing note by the Service Director Assets & Infrastructure in response to the petition. In the statement within the petition, it was explained that the smaller, local parks in Kelso currently threatened with closure were well-used by the under-12s. Although the investment at Shedden Park was to be applauded, access was still needed to local parks, especially for smaller children in Kelso. These parks should also attract investment to keep them smart and in full working order. There was a plea to 'keep our playparks'.

2.3 The Chairman welcomed Kirsty Wichary, Lead Petitioner, to the meeting and invited her to present her petition. In support of the petition statement, Mrs Wichary advised that she

had come to the meeting to appeal to the child in everyone. Shedden Park was welcomed as a destination park but it was mainly for older children, and not a neighbourhood park, and would mainly be used at weekends; these other local parks were for younger children, close to home, where parents often took toddlers. Should the local parks close, the ones remaining would be too far away either for children to be able to go there on their own to meet their friends, or for parents to take younger children for an hour and still come home in time for tea. Investing in technology was great with the recent introduction of I-pads for older children, but if parents had the choice they would likely have preferred children to have outdoor lives, with evidence that access to green spaces for children to play was better for them than being stuck at home using electronic devices. Reducing access to play parks could have a detrimental impact on children's mental well-being and ability to interact. Mrs Wichary referenced evidence produced at the Fifth Ministerial Conference on Environment and Health in Italy in 2010, Ben Fogle, the Joseph Rowntree Foundation and Fields in Trust about the benefits of green spaces, outdoors being an ideal location for learning and where children could be themselves. The Chairman congratulated Mrs Wichary on her eloquent and articulate presentation. Members of the Committee then asked a number of questions about the use of the local parks, the age range of children using them, the distance to parks, and the use of High School facilities. Mrs Wichary responded, advising that she lived on one side of town so could not comment on the use of all parks, but some could do with some investment to keep them smart and in full working order. The High Croft Co-op park was used a lot, with local children using that as a meeting place. However, those based further away needed to access this through a woodland path which would need to be a supervised trip and again reiterated that it was part of a child's experience of freedom to be allowed to access nearby parks themselves. All of the parks to be de-commissioned were mainly for use by younger children from toddlers to the age of eight. By keeping smaller parks, that meant younger children could access play space 5 minutes from home and slightly older children could go there alone. There was a perceived threat to children which was not the case when the previous generations were growing up, but times had changed, and parents were unwilling to allow younger children to travel too far from home on their own while still allowing them to have a sense of freedom and responsibility. Some of the local parks had been put in place as a condition of planning permission for new housing. The High School facilities could be used but at a cost.

2.4 The Service Director Assets & Infrastructure (Mr Martin Joyce), the Neighbourhood Services Manager (Mr Jason Hedley), and the Neighbourhood Area Manager (Mr Craig Blackie) were also present at the meeting to present the Council response to the petition. Mr Joyce made a key clarification that the Council was not seeking to remove play spaces or parks but to remove equipment, so that the equipment in those remaining neighbourhood parks could be enhanced. Mr Hedley then thanked all those who had contributed to the petition and presented details from the briefing note. A report had been presented to the Cheviot Area Partnership in June 2019 which had given details of the 9 play parks in the Kelso area that were recommended for decommissioning and 7 for retention. A consultation had also been undertaken inviting feedback from the public via email and telephone, with responses detailed in section 4 of the briefing note. In comparison with other similar local authorities, Scottish Borders Council provided a large number of play parks but a low level play experience. The table in section 6 of the report gave commentary on the concerns raised during the consultation which covered: children's health and wellbeing; parks or safe spaces available to communities; the usage of the equipment through regular inspections and wear and tear; future maintenance of sites with no equipment. Mr Hedley confirmed that the amount of maintenance required for play park equipment depended on the amount of usage with some tell-tale signs e.g. bark displacement under equipment. None of the play parks were supervised and the Council did not promote unsupervised play. Any increase in demand in the retained parks would allow further investment in play equipment.

2.5 Councillor Robson addressed the meeting and queried the number of inspections and when they had taken place as being critical to ascertain play values. If the assessments

for play value and fit score analysis had been carried out during the working day when children were at school as this was not a fair reflection of use. He noted the Inspectors also assessed parks for wear and tear and commented that this was a very difficult mechanism to assess on usage and assessments should be carried out in the evenings or during the holidays. The parks in question were predominantly used by mothers with toddlers and younger children who could be seen from home, and much of the equipment was designed for this younger age group. He also asked if reconsideration be given to Rosewood Gardens where the equipment was for younger children and the park was relatively new, having just been built a few years ago. He also queried the cost of removal of equipment and what would happen to the removed equipment. In response, Mr Joyce advised that the inspections were carried out throughout the year so some would take place during school holidays and he undertook to look at what would happen with removed equipment. However, the access to those play parks would remain and the Early Years expansion programme would also provide greater opportunities for outdoor play.

- 2.6 In response to Members' questions, Mr Joyce explained that when Council had approved the new play parks this had been on the basis of it being cost neutral for the revenue budget. The annual cost of maintaining the full programme of the new play facilities was estimated at £30k which needed to be contained within the existing budget of £100,000. Much of the cost was in staff resource for inspections and the new equipment in the destination play parks required a greater degree of inspection. The cost of removal would need to be met from this budget. It was difficult to break down the cost of inspection/maintenance of equipment per park as that depended on location and the number of pieces of equipment in each park. For a very rough estimate, if the budget was divided by the number of play parks this worked out at about £400 per park, but again depending on the amount of equipment this could vary considerably from park to park. With regard to the cost of removal, this would depend on the type and amount of equipment but could be a few thousand, depending on what needed to be done. Members raised concerns that exact costs of maintenance for the new parks and removal of play equipment was not known. Officers confirmed that Equality Impact Assessments had been undertaken for each of the new destination play parks with no negative impact identified for protected groups. A consultation on the removal of equipment from play parks had been undertaken at the request of attendees when details had been presented to Area Partnership meetings, and details from that consultation had been provided in section 4 of the briefing note.
- 2.7 Mr Joyce confirmed that the new play parks had been designed for all age groups and to be all inclusive so they had a broader range of play equipment. As examples, a double swing which could be used by 2 wheelchair users had been installed at Harestanes play area; some swings had reclined backs and harnesses had been provided. Specific engagement with local groups had not been carried out but the designers of the new play parks were experts in that field and had designed the parks within the constraints of locale and budget. The aim was to have a sustainable play park portfolio going forward. Once play equipment was removed the areas would be grassed over and communities would also have opportunities to decide what to do with that space through the Community Empowerment Act regarding food growing and community asset transfers. Currently, the Council did not adopt play parks in new housing estates for maintenance and developers were required to provide this or it was a factored service paid by residents. Where it was not possible to put in new play areas in new housing developments, then developers could make a contribution to enhance existing facilities instead e.g. Clovenfords. Mr Joyce undertook to have a further look at Rosewood Gardens park but emphasised that difficult decisions had to be made around play parks.

3. **HAWICK PLAY PARKS PETITION**

- 3.1 The Chairman then welcomed Councillor McAteer, deputising for the Lead Petitioner, Greg Dalgleish, to present the petition on “Stop Scottish Borders Council Closing Play Parks”. The petition had been accompanied by a statement which advised that bigger and better facilities should not be justified for the removal of the smaller parks that were situated in various housing estates in Hawick and the Borders. The comments associated with the petition and on social media made it clear that these smaller parks were still well used and had been described as a safe place to play and exercise close to many homes. Not everyone was able to access the likes of Wilton Lodge Park on a regular basis and children with additional needs also found these areas too busy and noisy. The petitioners called into question how the Council had carefully looked at playparks that were not used as much and to explain how they arrived at that decision. They also questioned why some parks were in a poor state of repair and if these had been neglected over the years, then this should not be justification for removal. Priority 2 within the Borders Director of Public Health Report 2018 highlighted that investment in children’s play was one of the most important things that could be done as a community to support children’s health and wellbeing. The statement concluded that the Council was above the national average for play park provision and that position should not change.
- 3.2 Councillor McAteer advised that the principal petitioner, Mr Dalgleish, had put a power of work into the town and this was effectively closing play parks. Residents had a right to determine how Council money should be spent and the decision on play parks should be re-considered by full Council. The new destination play parks were a great success but there was not enough evidence to show that these local play parks were not needed by the community. The consultation exercise carried out with Elected Members and at Area Partnerships simply gave details of the closures and did not seek representative views as the plan to remove the playparks had already been made. Smaller parks were still well used and were a safe place to play. By failing to maintain play parks the Council had contributed to their lack of use and account had to be taken of the health, wellbeing and safety of young people and their needs. These smaller parks provided a starting place for play and were the bedrock for future play parks as young people were the future of the Borders.
- 3.3 Members then asked about specific play parks at Sleepy Valley, Burnfoot Community School and Millersknowe. Councillor McAteer advised that Burnfoot School play park was a central congregation point for youngsters, with Sleepy Valley a perfect place, with wide open space. To give some context, the population of Burnfoot was similar to Jedburgh. With the removal of play equipment from smaller parks, parents would need to make a deliberate decision to visit a park further from home. This could make it difficult for parents with smaller children to walk to and allow their children adequate time to play. There were 4 newer play parks – Hislop, Leeburn, Mayfield and Wilton Court.
- 3.4 There had been circulated copies of a report by the Service Director Assets and Infrastructure on the Plays Parks Petition, Hawick which gave a response to various points in the petition. Mr Hedley then displayed some photographs of the play equipment which was to be removed. The Fields in Trust organisation advocated access to open space and provided tools for officers to use. The FIT score/play value was based on set criteria, such as number of slides, whether it was fenced, access to a bin. With regard to investment in smaller parks, there were issues with older equipment pre-1988 as often parts were not available so it would not be a case of repairing or replacing like for like as standards had changed. Geography had been part of the assessment of the smaller play parks but not travel distance. If a town only had one play park then that remained. Mr Joyce confirmed that if equipment was removed then there could be investment in the remaining parks not just the destination parks. Other facilities such as that provided through the expansion of early years, 3G pitches and new community hubs would also be available. In terms of the size of a community, that varied across the Borders, but there had been representation on travel distance to some parks so some had already been retained in Galashiels, Innerleithen and Peebles. Engagement had taken place with Elected Members at Area Partnership meetings. With regard to the Members’ Reference

Group, Mr Joyce advised that this had been raised at a Council meeting, and confirmed, following an email from the Convener to all Members, this was being taken forward on a more informal basis. Mr Joyce further confirmed that Officers would be open to access any funding as there was a need to create a long term, sustainable future for play parks across the Borders. With regard to Hawick play parks, Mr Joyce was re-considering the one at Hislop Gardens.

- 3.5 The Chairman thanked both Mrs Wichary and Councillor McAteer for presenting the 2 petitions and the officers for their input. Members then considered their next steps. Councillor Scott expressed concern about the lack of a robust consultation process prior to the decision on removing play equipment, and the lack of clarity on how savings were to be made when specific costs were not available. Councillor Anderson suggested that the matter be referred back to full Council. Councillor Fullarton commented on the difficulties in resourcing all play parks and balancing the investment in destination play parks against the smaller parks closer to home. Councillor Chapman also raised the issue of the cost of removal of equipment and the spread of the smaller play parks.
- 3.6 A 15-minute recess was called while Committee members considered what motions to put forward.

VOTE

Councillor Anderson, seconded by Councillor Thornton-Nicol, moved that the 2 petitions be referred back to Scottish Borders and that "Scottish Borders Council re-assesses its original decision made on 31 May 2018 in relation to the capital programme 18/19 and investment in play areas and outdoor community spaces to 'delegate authority to the Service Director Assets and Infrastructure, after consultation with local Members, the Chief Financial Officer and the Chief Legal Officer, to declare play parks obsolete or those surplus to requirements and arrange for the removal of equipment and disposal, if appropriate.' The Service Director is requested to prepare a fully costed report on options for future and existing play park provision for consideration at the next meeting of Council."

Councillor Fullarton, seconded by Councillor Hamilton, moved as an amendment that "while we welcome the petition and the views expressed by the communities of Hawick and Kelso, the impact of retaining every play park could delay the Capital Programme and will impact on the existing Revenue Budget going forward and therefore we reluctantly propose no further action is taken".

On a show of hands Members voted as follows:-

<i>Motion</i>	-	5 Votes
<i>Amendment</i>	-	3 Votes

The Motion was accordingly carried.

DECISION DECIDED:-

- (a) to refer the petitions to Scottish Borders Council; and
- * (b) to **RECOMMEND** that Scottish Borders Council re-assesses its original decision made on 31 May 2018 in relation to the capital programme 18/19 and investment in play areas and outdoor community spaces to 'delegate authority to the Service Director Assets and Infrastructure, after consultation with local Members, the Chief Financial Officer and the Chief Legal Officer, to declare play parks obsolete or those surplus to requirements and arrange for the removal of equipment and disposal, if appropriate.' The Service Director should be requested to prepare a fully costed report on options for future and existing play park provision for consideration at the next meeting of Council.

4. **COMMUNITY ACCESS TO SCHOOLS**

4.1 With reference to paragraph 3 of the Minute of 19 April 2018, there had been circulated of a report by the Interim Services Director Children & Young People, providing details for a proposed review of community access to schools. Ms Lesley Munro, Lead Education Officer, presented the report, which was in response to a request from the Audit and Scrutiny Committee for a scoping paper on community access to schools. While there was no specific policy relating to which schools were available for community use, the report covered the work planned to produce a new policy for community access to schools. Given the many differences across the Borders with regard to community access to schools and the amount of information that would need to be gathered, it was proposed that a steering group of officers be convened to take this forward. Initially, the group would carry out a full analysis of all community use of schools recorded over a twelve-month period. This work would be reported to the Audit & Scrutiny Committee by June 2020. The next stage would be for the group to formulate policy and undertake consultation, prior to any new policy being presented for Elected Member approval. The final stage for the group would be to monitor the implementation of the new policy and processes. This would include evaluation of user groups at key points in the first year of implementation. The outcome of this evaluation and the impact of the policy would then be reported to the Audit and Scrutiny Committee by August 2021.

4.2 Members welcomed the report although asked if the work could be expedited. It was confirmed that an interim report would be provided to the Committee by June 2020, but advised that this was a complex piece of work for officers, with many historic practices and charges across different localities and venues, not just schools. It was important to get parity across the area for all organisations. Quarterly briefings on progress could be issued to Members. The Chairman expressed concern about the length of time it had taken to get the scoping report and proposed adding in to the end of the recommendation, "with a view to concluding this matter as soon as possible." This was unanimously accepted.

DECISION

AGREED to APPROVE the process for reviewing community access to schools, with a view to concluding this matter as soon as possible.

The meeting concluded at 13:35 pm

SCOTTISH BORDERS COUNCIL DUNS COMMON GOOD FUND SUB-COMMITTEE

MINUTE of Meeting of the DUNS COMMON
GOOD FUND SUB-COMMITTEE held in
Committee Room 3, Council Headquarters,
Newtown St Boswells on Thursday 31
October 2019 at 9.00am

Present:- Councillors J. Greenwell, D. Moffat, M Rowley (from para 4),
Community Councillor A. Mitchell
In Attendance:- Solicitor (R. Kirk), Treasury Business Partner, Democratic
Services Team Leader

1. **CHAIRMAN**

It was agreed that Councillor Greenwell be appointed as Chairman of the Sub-Committee.

**DECISION
AGREED.**

2. **MINUTE.**

There had been circulated copies of the Minute held on 7 September 2017.

**DECISION
APPROVED for signature by the Chairman.**

3. **ASSET REGISTER FOR COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015**

There had been circulated copies of a draft Asset List prepared by the Principal Solicitor in terms of the Council Report by the Service Director Regulatory Services dated 31 January 2019 on the duties placed on Scottish Borders Council in respect of common good assets by Part 8 of the Community Empowerment (Scotland) Act 2015 and recommended actions to ensure compliance with such duties. Mr. Kirk reported that the draft asset list had been produced in compliance with the Act, using current heritable property registers together with information available regarding moveable items. Following approval of the asset list by the Common Good Sub-Committee, the Council would publish the proposed list of common good assets and undertake a 12 week public consultation period. Following the consultation period, the Sub-Committee would reconvene to agree the finalised Common Good Asset Register. The Register would then be published within six months from the end of the consultation period. In response to a question it was noted that the Community Council would be consulted and that guidance would be given to help identify what could qualify as a Common Good Asset.

**DECISION
AGREED that the public consultation be undertaken with a report back to the Sub-Committee in due course.**

MEMBER

Councillor Rowley joined the meeting during consideration of the following item.

4. **FINANCIAL MONITORING FOR 12 MONTHS TO 31 MARCH 2019**

There had been circulated copies of a report by the Chief Financial Officer providing details of the income and expenditure for the Duns Common Good Fund for the year 2018/19, the projected balance sheet values as at 31 March 2019 and the proposed budget for 2019/20. Appendix 1 to the report provided the actual Income and Expenditure position for 2018/19 which currently showed a surplus of £753 in 2018/19 and a projected

surplus of £765 for 2019/20. Appendix 2 to the report contained a balance sheet value to 31 March 2019 and projected a decrease in the reserves of £925. Appendix 3 to the report showed the value of the Kames Investment Fund to 31 March 2019. The Treasury Business Partner highlighted the main points in the report, pointed out some errors in the report and noted that projected cash balance at 31 March 2019 currently stood at £1,154. She answered Members questions

DECISION

AGREED:-

- (a) the projected Income and Expenditure for 2019/20, as detailed in Appendix 1 to the report;
- (b) the proposed budget for 2019/20;
- (c) to note the final Balance Sheet value as at 31 March 2019, as detailed in Appendix 2 to the report; and
- (d) to note the summary the Kames Investment portfolio, as detailed in Appendix 3 to the report

5. **FUTURE MEETINGS**

DECISION

AGREED that future meetings be held in Duns, if possible.

The meeting concluded at 9.15 a.m.

SCOTTISH BORDERS COUNCIL LAUDER COMMON GOOD FUND SUB-COMMITTEE

MINUTE of Special Meeting of the LAUDER
COMMON GOOD FUND SUB-COMMITTEE
held in the Convener's Office, Council
Headquarters, Newtown St Boswells on
Thursday, 31 October 2019 at 9.15 am

Present:- Councillors D. Parker (Chairman), K. Drum, T. Miers.
Apologies: Community Councillor A Smith, Pension & Investment Manager (K Robb).
In Attendance:- Principal Solicitor (H Macleod), Democratic Services Officer (F Henderson).

WELCOME

The Chairman welcomed everyone to the meeting.

2.0 APPLICATION FOR FINANCIAL ASSISTANCE LAUDERDALE COMMUNITY COUNCIL

There had been circulated copies of an application for financial assistance from Lauderdale Community Council seeking a contribution of £1,000 towards the Firework Night in Lauder. The application explained that over the past two years the Community Council had organised and paid for a firework night, which had been hugely successful in bringing the Community of Lauder together. This year the Community Council had unexpectedly had to pay an insurance bill of £218, in respect of the Firework event and it was anticipated that this would require to be paid each year when holding the event. It was further explained that the finances had been placed in a precarious position as they had to fund the gold pin for the Cornet as the Quality of Life Funding had ceased. There had been £500 retained for the Fireworks, however this had not taken into account the additional cost of the insurance. A collection would be taken at the Event to go towards the costs. Following careful consideration the Members were of the opinion that the grant be awarded on this occasion. However they wished to emphasise that the grant would not be awarded on an Annual basis.

DECISION

AGREED:-

- (a) that a sum of £1,000 be granted to Lauderdale Community Council to cover the costs of the Firework Night on this occasion.**
- (b) that a letter be sent to the Community Council explaining that this funding would not be granted on an Annual basis.**

The meeting concluded at 9:20am

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SCOTTISH BORDERS COUNCIL PLANNING AND BUILDING STANDARDS COMMITTEE

MINUTE of Meeting of the PLANNING AND BUILDING STANDARDS COMMITTEE held in Council Headquarters, Newtown St Boswells on Monday, 4 November 2019 at 10.00 am

Present:- Councillors T. Miers (Chairman), S. Aitchison, A. Anderson, J. A. Fullarton, S. Hamilton, S. Mountford, C. Ramage and E. Small.
Apologies:- Councillor H. Laing.
In Attendance:- Planning and Development Standards Manager, Lead Planning Officer (B. Fotheringham), Lead Roads Planning Officer, Solicitor (E. Moir), Democratic Services Team Leader, Democratic Services Officer (F. Henderson).

1. **MINUTE.**
There had been circulated copies of the Minute of the Meeting held on 7 October 2019.

DECISION
APPROVED for signature by the Chairman.

2. **DECLARATION OF INTEREST.**
Councillor Ramage declared an interest in application 19/00947/FUL in terms of Section 5 of the Councillors Code of Conduct and left the Chamber during the discussion.

3. **APPLICATIONS.**
There had been circulated copies of reports by the Service Director Regulatory Services on applications for planning permission requiring consideration by the Committee.

DECISION
DEALT with the applications as detailed in Appendix I to this Minute.

4. **TOWN CENTRE CORE ACTIVITY AREA PILOT STUDY**
With reference to paragraph 1 of the Minute of 16 July 2018, there had been circulated copies of a report by the Service Director Regulatory Services which informed the Committee of any impacts the Pilot Study had in the determining of planning applications within the trial period. The report explained that the primary purpose of the study was to examine ways to revitalise and reinvigorate the town centres of Hawick and Galashiels by adding more flexibility to policy ED4 (Core Activities in Town Centres) within the adopted Local Development Plan (LDP) 2016. In essence the study had recommended the removal of the core activity area in Hawick. It also recommended the retention of the core activity area in Galashiels whilst proposing a wider and more flexible range of uses which could be supported. The study also set out policy guidance relating to policy ED4 to be applied more broadly within other core activity areas within Scottish Borders towns' i.e. Galashiels, Peebles, Kelso, Melrose, Jedburgh, Selkirk, Eyemouth and Duns. As the Pilot Study proposed to remove the core activity area from Hawick this would not be relevant to Hawick. The guidance stated that if premises had been vacant for 6 months and evidence was submitted which confirmed it had been adequately advertised for a substantial period of that time, then that would carry weight in the decision making process. Policy ED4 also made reference to the need to give consideration of any "significant positive contribution" in

relation to proposals within the core activity. The study expanded upon examples of what were considered to be factors determining “significant positive contribution”. In order to monitor the impacts of the recommended courses of action it was considered the study should operate as a Pilot Study for a trial period of one year. This allowed the opportunity to draw conclusions as to the success or otherwise of these amendments and also allowed the findings to be brought forward and considered for incorporation into the proposed new Local Development Plan. All planning applications submitted within core activity areas of town centres within the Scottish Borders were noted within the 1 year Pilot Study period from 17th July 2018 to 17th July 2019. In total 15 applications were submitted within the trial period. Although this was a relatively low number it was noted that many changes of uses of premises could take place without the need for planning permission. The 2019 footfall studies were also shared with Members. Members voiced concerns about the downward spiral in town centre shopping coupled with parking issues and were advised by the Principal Officer, Plans, Research, Environment that the policy allowed for flexibility to try and encourage town centre businesses.

DECISION

AGREED to:

- (a) Note the findings of the Pilot Study – which were summarised in Appendix B to the report; and**
- (b) extend the Pilot Study period until the new Town Centre Retail Policy was confirmed in the new Local Development Plan.**

5. DRAFT SUPPLEMENTARY PLANNING GUIDANCE: SUSTAINABLE URBAN DRAINAGE SYSTEMS (SUDS)

There had been circulated copies of a report by the Service Director Regulatory Services which sought approval of the Draft Supplementary Planning Guidance on Sustainable Urban Drainage Systems (SUDS), which, if approved would become a material consideration in the determination of planning applications. The aim of the new Supplementary Planning Guidance was to support the effective implementation of Local Development Plan Policies PMD1–Sustainability, IS8 - Flooding and IS9 – Waste Water Treatment Standards and Sustainable Urban Drainage. It also aimed to give more awareness to interested parties of the various SUDS requirements to be incorporated within planning applications. It was proposed that the Draft Supplementary Planning Guidance was subject to public consultation for a period of 12 weeks. Following consultation, it was intended that if substantive comments were received a report would be brought back to the Planning and Building Standards Committee to seek final agreement. The Members welcomed the report which explained in detail, the purpose of SUDS and gave an example of what a good SUDS looked like. Members welcomed the report and the Principal Officer, Plans, Research, Environment answered members questions.

DECISION

AGREED to:

- a) Use of the document as a Draft Supplementary Planning Guidance on Sustainable Urban Drainage (Appendix A) to be used as a basis for public consultation.**
- b) Delegate authority to the Chief Planning Officer to approve the final document as Supplementary Planning Guidance if there were no substantive comments arising from the public consultation.**

6. APPEALS AND REVIEWS.

There had been circulated copies of a briefing note by the Chief Planning Officer on Appeals to the Scottish Ministers and Local Reviews.

DECISION

NOTED that:-

- (a) there remained 2 appeals outstanding in respect of :-**
 - (i) Land West of Whitslaid (Barrel Law), Selkirk; and**
 - (ii) Land North West of Gilston Farm, Heriot**
- (b) Review requests had been received in respect of**
 - (i) Replacement windows at 5 -1 Sandbed, Hawick – 19/00203/FUL;**
 - (ii) Erection of dwellinghouse and agricultural building on Land North East of Hoprigshiel Farmhouse, Cockburnspath – 19/00590/FUL; and**
 - (iii) Erection of dwellinghouse on Land North East of Maxton House, St Boswells – 19/01178/PPP**
- (c) the decision of the Appointed Officer had been upheld in respect of Erection of dwellinghouse and detached garage (approval of all matters specified in conditions 18/01256/PPP) on Land South East of Dundas Cottage, Selkirk – 18/00521/AMC**
- (d) there remained no reviews previously reported on which decisions were still awaited when the report was prepared on 28th October 2019.**
- (e) there remained 3 S36 PLI's previously reported on which decisions were still awaited when the report was prepared on 28th October 2019. These related to**

<ul style="list-style-type: none">• Fallago Rig 1, Longformacus	<ul style="list-style-type: none">• Fallago Rig 2, Longformacus
<ul style="list-style-type: none">• Crystal Rigg Wind Farm, Cranshaws, Duns	<ul style="list-style-type: none">•

The meeting concluded at 1.10 p.m.

APPENDIX I
APPLICATION FOR PLANNING PERMISSION

<u>Reference</u>	<u>Nature of Development</u>	<u>Location</u>
18/01620/FUL	Erection of poultry building and associated works mixed use development	Hutton Hall Barns Hutton

Decision: Approved subject to the following conditions:

Conditions

1. The development hereby approved shall not be carried out other than in complete accordance with the plans and specifications approved by the Planning Authority, unless otherwise agreed in writing by the Planning Authority.
Reason: To ensure that the development is carried out in accordance with the approved details.
2. Notwithstanding the details supplied in support of the planning application, no development shall commence until a Landscape Management Plan has first been submitted to and approved in writing by the Planning Authority. The Plan shall include:
 - a) An updated landscape plan for the development.
 - b) A management plan for the woodland associated with the development hereby permitted to ensure that, in future, all planting is managed in good silvicultural order to remain fit for purpose, including thinning and maintenance. The Plan shall include a programme for the on-going maintenance and protection of all planting, during the first five years of implementation.
 - b) Confirmation that any trees or plants provided for landscaping that die or are removed or damaged for whatever reason within the period from commencement of the development to a date five years after the completion of the development shall be replaced in the next planting season with others of the same size and species.
The approved Landscape Management Plan shall be implemented in accordance with the approved details, supervised by a qualified arboricultural consultant, before the end of the first planting season following commencement of operation of the poultry unit hereby permitted. Documentation which demonstrates compliance shall be submitted by the developer to the Planning Authority on an annual basis for a five-year period.
Reason: To ensure that the landscape and visual impacts of the development hereby permitted are adequately mitigated and that planting is properly implemented and maintained.
3. All planting, seeding or turfing comprised in the approved Landscape Management Plan agreed under condition 2 shall be carried out in the first planting and seeding seasons following the occupation or completion of the development hereby permitted, whichever is the sooner, and the Planning Authority shall be advised once works are completed. All planting, seeding and turfing shall be maintained thereafter in accordance with the approved Landscape Management Plan and replaced as may be necessary for a period of five years from the date of completion of the planting, seeding or turfing.
Reason: To ensure that the proposed planting is carried out as approved.
4. Notwithstanding the details supplied in support of the planning application, no development shall commence until further details of the proposed screening mounds, including additional

screening mounds to the north east corner of the poultry building hereby approved, have first been submitted to and approved in writing by the Planning Authority. Thereafter, the agreed screening mounds shall be fully formed prior to the occupation of the building, and shall be so retained thereafter in perpetuity, unless otherwise agreed by the Planning Authority.

Reason: To ensure that the landscape and visual impacts of the development hereby permitted are adequately mitigated.

4. No development shall commence until:

- i. details of materials to be used on all exterior surfaces of the development hereby permitted have been submitted to and approved in writing by the Planning Authority;
- ii. details of the design and siting of external food storage bins/ silos, water tanks and manure collection equipment/ hoppers have been submitted to and approved in writing by the Planning Authority; and
- iii. design proposals for the placement of photovoltaic panels and security lighting have been submitted to and approved in writing by the Planning Authority.

Thereafter, the development shall be undertaken wholly in accordance with the approved details.

Reason: To ensure that the landscape and visual impacts of the development hereby permitted are adequately mitigated.

5. No development shall commence until a Construction and Environmental Management Plan (CEMP) has first been submitted to and approved in writing by the Planning Authority in consultation with the Scottish Environment Protection Agency. The CEMP shall cover the periods of site clearance and preparation, the erection of the building hereby approved and the formation of associated tracks, earth mounds and hard landscaping works. The CEMP shall include: the standards outlined in *British Standard 42020 : 2013 – Biodiversity Code of Practice for Planning and Development*; details of a Construction SUDS; and a method statement detailing measures to control sediment runoff during the period of construction to comply with General Binding Rule 10 of the Controlled Activities Regulations. Thereafter, construction works shall only be commenced and progressed in accordance with the approved details. The provisions of the approved plan shall be operated and maintained throughout the period of construction.

Reason: To protect the Cabby Burn, the Whiteadder Water and the River Tweed from the adverse effects of sediment runoff during construction.

6. No development shall commence until details of an operational sustainable drainage scheme (SUDS), which shall include a maintenance plan for the scheme, have been submitted to and approved in writing by the Planning Authority in consultation with SEPA. Thereafter, the agreed scheme shall be implemented in full and operational prior to the occupation of the development.

Reason: To ensure adequate protection of the water environment from surface water runoff.

7. The development hereby approved shall at all times be operated in compliance with the nuisance management plan titled 'Operational Plan' (dated December 2018) unless otherwise agreed by the Planning Authority.

Reason: To ensure that the operation of the poultry building hereby approved has no unacceptable impacts upon the amenity of the surrounding area or upon the amenity of any neighbouring residential properties, by ensuring that all potential sources of nuisance are appropriately managed and controlled.

8. No development shall commence until a Species Protection Plan for otter, badger and breeding birds has first been submitted to and approved in writing by the Planning Authority. No development shall be undertaken during the breeding bird season (March to August), unless in strict compliance with the approved Species Protection Plan for breeding birds and which incorporates provision for a pre-development supplementary survey and mitigation

plan. No development shall be undertaken except in accordance approved Species Protection Plan.

Reason: To protect the ecological interests in accordance with Local Development Plan policies EP1, EP2 and EP3.

9. Any noise emitted by plant and machinery used on the premises will not exceed Noise Rating Curve NR20 between the hours of 2300 – 0700 and NR 30 at all other times when measured within all noise sensitive properties (windows can be open for ventilation). The noise emanating from any plant and machinery used on the premises should not contain any discernible tonal component. Tonality shall be determined with reference to BS 7445-2.

Reason: To protect the residential amenity of residential properties.

10. All plant and machinery shall be maintained and serviced in accordance with the manufacturer's instructions so as to stay in compliance with the aforementioned noise limits.

Reason: To protect the residential amenity of residential properties.

11. During construction and operation all vehicle movements to and from the development hereby permitted shall be within the hours of 07:00 to 22:00 on any day unless in cases of emergency.

Reason: To safeguard the amenity of the area, including surrounding residential properties.

Informatives

1. The applicant is invited to consider engaging the Planning Authority in pre-application discussions prior to the submission of any further poultry building planning applications, or should further such buildings be envisaged.
2. The applicant should be aware that flooding can occur from other sources including run-off from surrounding land, blocked road drains, surcharging sewers and blocked bridges and culverts. The Flood Risk Officer recommends that the developer utilises water resilient materials and construction methods as appropriate, and reviews the Online Planning Advice on Flood Risk.
3. Details of SEPA's regulatory requirements and good practice advice for the applicant can be found on the [Regulations section](#) of SEPA's website. If you are unable to find the advice you need for a specific regulatory matter, please contact a member of the regulatory services team in your local SEPA office at: Burnbrae, Mossilee Road, Galashiels, TD11 1NF, tel 01896 754797 or Intensive Agriculture Team at intensiveagriculture@sepa.org.uk
4. The applicant is advised that a license may be required under the Controlled Activities Regulations if the access track over the existing burn crossing requires to be upgraded.

VOTE

Councillor Miers, seconded by Councillor Small, moved that the application be approved as per the Officer recommendation.

Councillor Fullarton, seconded by Councillor Aitchison moved as an amendment that the application be refused.

On a show of hands Members voted as follows:-

Motion - 6 votes

Amendment - 2 votes

The Motion was accordingly carried.

Reference

19/00947/FUL

Nature of Development

Erection of two dwellinghouses

LocationLand South West of
West Lodge
Minto

Decision: Approved subject to a legal agreement and the following conditions and informatives:
Conditions

1. The development hereby permitted shall not be carried out otherwise than in complete accordance with the plans and specifications approved by the Planning Authority, unless otherwise agreed by the Planning Authority.
Reason: To ensure that the development is carried out in accordance with the approved details.
2. The development hereby approved shall only be carried out in strict accordance with details of the materials to be used on the external walls and roof of the proposed building(s), which shall first have been submitted to and approved in writing by the Planning Authority, unless otherwise agreed by the Planning Authority.
Reason: To ensure a satisfactory form of development which contributes appropriately to its setting.
3. The roofing material shall be natural slate. A slate sample shall be made available for the prior approval of the Planning Authority, and thereafter, the development shall be completed using the approved material.
Reason: To ensure a satisfactory form of development which contributes appropriately to its setting.
4. No development shall commence until details of the design and finish of windows and doors have first been submitted to and approved in writing by the Planning Authority. The development to be completed wholly in accordance with the approved details thereafter.
Reason: To ensure a satisfactory form of development which contributes appropriately to its setting.
5. Prior to the commencement of development, the finish and colour of all external joinery and rainwater goods shall be agreed in writing with the Planning Authority. The development to be completed wholly in accordance with the approved details thereafter. Reason: To ensure a satisfactory form of development which contributes appropriately to its setting.
6. The frames of the Solar PV panels hereby approved shall be coloured non-reflective black or dark grey.
Reason: To ensure a satisfactory form of development which contributes appropriately to its setting.
7. No development shall commence until precise details, including materials, of all boundary treatments have first been submitted to and approved by the Planning Authority. The development shall be completed wholly in accordance with the approved details thereafter.
Reason: To ensure a satisfactory form of development which contributes appropriately to its setting.
8. Prior to the occupation of the first dwellinghouse hereby approved, visibility splays of 2.4m x 42m must be provided in either direction at the junction with the public road and thereafter,

minimum junction visibility splays of 2.4m x 42m shall be retained in perpetuity. Reason: To ensure the development hereby approved is served by an acceptable form of access.

- 9 No development shall commence until a revised site plan showing an amended parking layout has first been submitted to and approved in writing by the planning authority. The revised plan must show satisfactory parking and turning for two vehicles, excluding garages, within the curtilage of each plot. Once approved, the respective parking and turning shall be provided before each associated dwellinghouse is occupied and be retained thereafter in perpetuity.

Reason: To ensure the development hereby approved is served by adequate parking at all times.

- 10 No development shall take place except in strict accordance with a scheme of soft landscaping works, which shall first have been submitted to and approved in writing by the Planning Authority, and shall include (as appropriate):

- i indication of existing trees, shrubs and hedges to be removed, those to be retained and, in the case of damage, proposals for their restoration;
- ii location of new trees, shrubs, hedges and grassed areas;
- iii. schedule of plants to comprise species, plant sizes and proposed numbers/density;
- iv. programme for completion and subsequent maintenance.

Reason: To enable the proper form and layout of the development and the effective assimilation of the development into its wider surroundings.

- 11 All planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting and seeding seasons following the occupation of the buildings or the completion of the development, whichever is the sooner, and shall be maintained thereafter and replaced as may be necessary for a period of two years from the date of completion of the planting, seeding or turfing.

Reason: To ensure that the proposed landscaping is carried out as approved.

- 12 No trees within the application site shall be felled, lopped, lifted or disturbed in any way without the prior written consent of the Planning Authority.

Reason: The existing tree(s) represent an important visual feature which the Planning Authority considered should be substantially maintained.

- 13 Prior to the commencement of the development hereby approved, a detailed 'Method Statement' in relation to all works within the Root Protection Area (RPA) of retained trees shall be submitted to and approved in writing by the Planning Authority.

Specific issues to be dealt with in the Method Statement:

- a) A scaled plan and section (s), where relevant, showing the position, size, RPA, species and unique identification reference of each retained tree affected by the works and including details of the extent and nature of all works within the RPA of retained trees.
- b) A written statement detailing the proposed works including hand digging, use of filter cloth, timber edging, cellular ground reinforcement, porous surfaces etc. as relevant.
- c) A specification for protective fencing to safeguard trees during both demolition and construction phases and a plan indicating the alignment of the protective fencing.
- d) A specification for ground protection within tree protection zones.
- e) Arboricultural supervision and inspection by a suitably qualified tree specialist. The development thereafter shall be implemented in strict accordance with the approved details.

Reason: To ensure that the trees to be retained will not be damaged during demolition or construction and to protect and enhance the appearance and character of the site and locality.

- 14 The developer shall give notice to the planning authority once the approved landscaping works have been completed.
Reason: To allow the planning authority to inspect the works, in order to ensure that the works have been carried out as approved.
- 15 There shall be no excavation or raising or lowering of levels within the root protection area of retained trees, unless otherwise agreed in writing by the Planning Authority.
Reason: To ensure that the trees to be retained will not be damaged during demolition or construction.
- 16 No development shall commence until a report has been submitted to and approved in writing by the Planning Authority that the public mains water supply is available to serve this site. Prior to the occupation of the building(s), written confirmation shall be provided for the written approval of the Planning Authority that the development has been connected to the public mains water supply.
Reason: To ensure that the Development is adequately serviced with a sufficient supply of wholesome water and there are no unacceptable impacts upon the amenity of any neighbouring properties.
- 17 No water supply other than the public mains shall be used to supply the Development without the written agreement of the Planning Authority.
Reason: To ensure that the Development is adequately serviced with a sufficient supply of wholesome water and there are no unacceptable impacts upon the amenity of any neighbouring properties.
- 18 No development should commence until the applicant has provided evidence that arrangements are in place to ensure that the private drainage system will be maintained in a serviceable condition
Reason: To ensure that the development does not have a detrimental effect on amenity and public health.
- 19 No development shall be undertaken during the breeding bird season (March to August), unless in strict compliance with a Species Protection Plan for breeding birds, including provision for pre-development supplementary survey, that shall be submitted to and approved in writing by the Planning Authority.
Reason: To protect the ecological interest in accordance with Local Development Plan policies EP2 and EP3.
- 20 Bin stances shall be provided in accordance with details that have first been submitted to and approved in writing by the planning authority. The houses hereby approved shall not be occupied until bin stances are provided in accordance with the approved details. Reason: To ensure visually sympathetic storage of bins
- 21 No development shall commence until a surface water drainage layout, in addition to means of its future maintenance, has first been submitted to and approved in writing by the Planning Authority. The development shall be serviced in accordance with the approved details
Reason: To ensure the development can be adequately serviced.

Informatives

- 1 Private drainage systems often cause public health problems when no clear responsibility or access rights exist for maintaining the system in a working condition. Problems can also arise when new properties connect into an existing system and the rights and duties have not been set down in law. The applicant should satisfy themselves that the maintenance duties on each dwelling served by the system have been clearly established by way of a binding legal agreement. Access rights should also be specified.
- 2 If the stove has an output of more than 45kw, the applicant should contact the Council's Environmental Health Service and provide further information in order that a screening assessment can be carried out. Stove installations can cause smoke and odour complaints and any Building and Planning Consents for the installation do not indemnify the applicant in respect of nuisance action. In the event of nuisance action being taken there is no guarantee that remedial work will be granted a Building Warrant/Planning Permission, including changes to the height and position of the flue.
- 3 The access to the site from the public road to be constructed as a service layby to my standard specification DC3. The initial 5 metres of the shared driveway beyond the rear of the service lay-by to be a minimum of 5.5 metres wide to allow two vehicles to pass and surfaced to the same specification.
- 4 Only contractors first approved by the Council may work within the public road boundary.
- 5 The promoted Minto Hills path in the Paths around Hawick booklet is described from Denholm and the route shown is the route on the maps below. The full booklet may be accessed from the council website www.scotborders.gov.uk/walking
6. The applicant is reminded that, under the Conservation Regulations (Natural Habitats & c.) 1994 (as amended) it is an offence to deliberately or recklessly damage or destroy a breeding site or resting place of bats (whether or not deliberately or recklessly), capture, injure or kill a bat, harass a bat or group of bats, disturb a bat in a roost (any structure or place it uses for shelter or protection), disturb a bat while it is rearing or otherwise caring for its young, obstruct access to a bat roost or otherwise deny an animal use of a roost, disturb a bat in a manner or in circumstances likely to significantly affect the local distribution or abundance of the species, disturb a bat in a manner or in circumstances likely to impair its ability to survive, breed or reproduce, or rear or otherwise care for its young.

In the event that bats are discovered following the commencement of works, works should stop immediately and the developer must contact SNH (tel: 01896-756652 or 01463 725 364) for further guidance. Works can only recommence by following any guidance given by SNH. The developer and all contractors to be made aware of accepted standard procedures of working with bats at www.bats.org.uk. Further information and articles available at:

VOTE

Councillor Fullarton, seconded by Councillor Hamilton, moved that the application be approved as per the Officer recommendation.

Councillor Miers, seconded by Councillor Aitchison moved as an amendment that the application be refused on the grounds of policy PMD5(b) and (d).

On a show of hands Members voted as follows:-

<i>Motion</i>	-	5 votes
<i>Amendment</i>	-	2 votes

The Motion was accordingly carried.

<u>Reference</u>	<u>Nature of Development</u>	<u>Location</u>
19/01142/FUL	Erection of general purpose agricultural/ Equestrian building (retrospective)	Land West of Old Greenlaw Farmhouse Greenlaw

Decision : Approved subject to the following conditions and informatives:

Conditions:

- 1 The equestrian use hereby approved shall be used only for private (domestic) use for purposes incidental to the enjoyment of Old Greenlaw Farmhouse, Greenlaw, Duns, TD10 6UP as a dwellinghouse and the building shall not at any time, be operated in whole or in part, as (or within) the premises of an equestrian business without the express grant of planning permission from the Planning Authority.
Reason: To enable the Planning Authority to consider the implications of any subsequent commercial equestrian enterprise on the amenities of the area.
- 2 Any noise emitted by plant and machinery used on the premises will not exceed Noise Rating Curve NR20 between the hours of 2300 – 0700 and NR 30 at all other times when measured within the nearest noise sensitive dwelling (windows can be open for ventilation). The noise emanating from any plant and machinery used on the premises should not contain any discernible tonal component. Tonality shall be determined with reference to BS 7445-2
Reason: To protect the residential amenity of nearby properties.
- 3 All plant and machinery shall be maintained and serviced in accordance with the manufacturer's instructions so as to stay in compliance with the aforementioned noise limits.
Reason: To protect the residential amenity of nearby properties.

Informatives:

1 Stable Waste

During the use of the stable block, it is likely that refuse/waste materials (i.e. manure/soiled hay) will be produced on the site as a consequence. Therefore, it must be ensured that all such waste materials are not stored on site or disposed of in any manner (for example, burning) which would give rise to Statutory Nuisance conditions developing at neighbouring properties to the site.

2 Riding establishment

The Riding Establishments Act 1964 defines a Riding Establishment as “the carrying on of a business of keeping horses to let them out on hire for riding, or for use in providing instruction in riding for payment, or both, “ and requires such businesses to be licensed by the Local Authority.

If the applicant intends the stables to operate as a riding establishment in the future, the premises will need to be licensed. Current conditions of licence are discussed alongside health and safety issues applicable to the trade, within the CIEH publication Health and safety guidance for inspections of horse riding establishments and livery yards. A free copy may be downloaded from www.cieh.org/policy/inspections_horse_livery.html. Hardcopies may be purchased from CIEH Tel. 020 7827 5821.

Further information about the required standards is available from SBC's Regulatory Services, Environmental Health Team
Riding Establishment application forms are available from SBC's, Licensing Team.

<u>Reference</u>	<u>Nature of Development</u>	<u>Location</u>
18/01540/FUL	Erection of 13 No dwellinghouses and associated infrastructure	Land South and West of Swinton Primary School

Decision: Approved subject to a legal agreement covering developer contributions and the following conditions:

1. The development hereby permitted shall not be carried out otherwise than in complete accordance with the plans and specifications approved by the Planning Authority.
Reason: To ensure that the development is carried out in accordance with the approved details.
2. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (Scotland) Order 1992 (or any subsequent order amending or re-enacting that Order), no fence, gate, wall or other means of enclosure shall be erected on the eastern boundary of Plots 1-5, on the northern boundary of Plot 1, or on the eastern boundary of Plot 26, unless an application for planning permission in that behalf is first submitted to and approved.
Reason: To control boundary treatment on plots 1-5 and plot 26 which, if unrestricted, may detract from the overall setting of the development hereby permitted.
3. No development shall commence, (notwithstanding the details provided in the approved drawings) until a revised and augmented scheme of hard and soft landscaping (incorporating details of layout, location, species, a planting schedule including planting numbers and density, implementation date(s) and future maintenance of all new planting and communal open space within the site) has first been submitted to and approved in writing by the Planning Authority. The scheme of hard and soft landscaping shall include:
 - a) planting of two single oak trees, evenly spaced between oaks 886 and 887;
 - b) reinforcement of roadside hedging along the eastern boundaries of plots 1 to 5;
 - c) details for communal and private planting and details for tree and hedge planting along the southern boundary of the site;
 - d) reconfiguration of hedging around car parking on plots 1-3 to improve visibility;
 - e) relocation of plot 2 car parking to western corner of the plot;
 - f) widening of the footpath to the north of Plot 1 to 2.4m.
 - g) planting proposals around the SUDS detention basin.Thereafter, the development shall be carried out and maintained wholly in accordance with the agreed scheme of hard and soft landscaping.
Reason: To achieve an acceptable landscape scheme for the development; to ensure safe parking arrangements for plots 1-3; discrete parking for plot 2; and adequate pedestrian provision for the footpath to the north of Plot 1.
4. No development shall commence, (notwithstanding the details provided in the approved drawings), until a revised and augmented scheme of boundary treatments (walls and fencing) has first been submitted to and approved in writing by the Planning Authority. The scheme shall be based on site plan AT2775 L(-1)102 Revision C and shall include the layout/ route of all existing and proposed walls and fencing, and their detailed design, height and materials. No facing brick shall be proposed and no timber fencing shall be included to the east of dwellinghouses on Plots 1-5, to the north of Plot 1, or on the eastern boundary of Plot 26. All boundary treatments within the application site shall accord with the approved scheme.

Reason: Further information is required to achieve an acceptable boundary treatment scheme for the site.

5. No development shall commence until the Tree Protection Plan AT2775 L(-1)005 has been amended to include protection for the hedge along the eastern boundary of the site. Prior to and throughout the construction period of the development hereby approved, protective fencing shall be erected in accordance with BS5837:12 and the agreed Tree and Hedge Protection Plan. No works shall be carried out within the protected areas without the written approval of the Planning Authority and any excavations within these areas shall be hand-dug.

Reason: To protect trees and hedging on or close to the site.

6. No trees within the application site shall be felled, lopped, lifted or disturbed in any way without the prior written consent of the Planning Authority.

Reason: The existing trees represent an important visual feature which the Planning Authority considered should be substantially maintained.

7. Prior to the commencement of development, a schedule (including samples where required by the Planning Authority) of the external materials, finishes and colours of all dwellinghouses shall be submitted to and approved in writing by the Planning Authority, notwithstanding references to materials finishes and colours on the approved drawings. The development shall be completed in accordance with the approved schedule of materials, finishes and colours.

Reason: The materials and colours require further consideration to ensure they are visually sympathetic to the surrounding area.

8. Prior to the commencement of development, a revised east gable elevation drawing for House Type K – Plot 7 shall be submitted to the Planning Authority for written approval. Thereafter, the dwellinghouse on Plot 7 shall be erected only in complete accordance with the approved details.

Reason: To ensure suitable visual interest is achieved at the entry to the approved development.

9. No development shall commence until further details of proposed levels within the site have first been submitted to, and approved in writing by, the Planning Authority. These details shall include existing and proposed ground, road and other hardstanding levels; proposed house and finished floor levels and surface water flow paths. The levels shall relate to a fixed, off-site datum point. Thereafter, the development shall be carried out in accordance with the approved details and the dwellinghouses hereby approved shall be orientated to accord with the site plan hereby approved.

Reason: To ensure levels within the site achieve a sympathetic visual appearance and make satisfactory provision for surface water drainage, and to ensure the dwellinghouses are orientated in accordance the approved site plan.

10. No development shall commence until details of surface water drainage (including maintenance arrangements) have been submitted to and approved in writing by the Planning Authority. Thereafter, the development shall be carried out wholly in accordance with the agreed details.

Reason: to control surface water drainage and control flood risk.

11. No development shall commence until written evidence on behalf of Scottish Water to confirm that mains water and foul drainage systems shall be made available to serve the development has been submitted to the Planning Authority for written agreement. Thereafter, the development shall be serviced in accordance with the approved details.

Reason: To ensure the development can be adequately serviced.

12. No development shall commence until a scheme of details has been submitted to and approved in writing by the Planning Authority for the upgrade to an adoptable standard of the section of Core Path 73 within the application site boundary. Thereafter, unless otherwise agreed in writing with the Planning Authority, the section of Core Path within the application site boundary shall be upgraded to an adoptable standard in full accordance with the agreed details before the first dwellinghouse hereby approved is occupied.
Reason: To ensure the development benefits from adequate pedestrian connectivity.
13. Throughout the construction period of the approved development, Core Path 73 shall remain open and unobstructed, unless temporary rerouting is provided in accordance with details which have received the prior written approval of the Planning Authority.
Reason: to prevent access across Core Path 73 being obstructed during construction.
14. No development shall commence until a revised site plan and scheme of details has been submitted to and approved in writing by the Planning Authority covering:
- an amended vehicular junction with the A6112 to avoid the RPA for tree 888;
 - the extension of street lighting and the 30mph speed limit infrastructure on the A6112 to the south of the site entrance;
 - a new footway between the site and the school entrance from the A6112;
 - details of surfacing materials for roads, footpaths and parking;
 - a timescale for delivering (a) to (c).
- Thereafter, the roads, streetlighting, speed limit infrastructure, footpaths and parking spaces/areas indicated on the agreed revised site plan shall be constructed or otherwise delivered in full accordance with the agreed revised site plan, the agreed surfacing materials details, and the timetable for delivery under (e), all unless otherwise agreed in writing by the Planning Authority.
Reason: To ensure that the proposed development is laid out in a proper manner with adequate provision for traffic and pedestrians; in the interests of visual amenity; to reduce the risk of harm to the mature oak tree (no. 888) close to the junction with the A6112; to ensure the site has adequate pedestrian and vehicular connectivity; and to ensure the existing infrastructure is extended to serve the site to provide safe access and egress.
15. No development shall commence until a phasing programme for the development has been submitted to and approved by the Planning Authority. This shall include all buildings, roads, footpaths, and water, foul and surface water drainage services. Thereafter, development shall only be carried out in accordance with the approved phasing programme.
Reason: To ensure the development is carried out in a manner which ensures that occupied residential units are provided with necessary infrastructure and services.
16. The two units hereby approved on plots 9 and 10 shall meet the definition of "affordable housing" as set out in the adopted Scottish Borders Local Development Plan 2016 and Supplementary Planning Guidance "Affordable Housing" 2015 and shall only be occupied in accordance with arrangements (to include details of terms of occupation and period of availability) which shall first have been submitted to and approved in writing by the Planning Authority prior to development commencing.
Reason: The permission has been granted subject to the provision of two units for affordable housing.
17. No development shall take place within the development site as outlined in red on the approved plan until the developer has secured a Written Scheme of Investigation (WSI) detailing a programme of archaeological works. The WSI shall be formulated and implemented by a contracted archaeological organisation working to the standards of the Chartered Institute for Archaeologists (CIfA). The WSI shall be submitted by the developer no later than 1 month prior to the start of development works and approved by the Planning

Authority before the commencement of any development. Thereafter the developer shall ensure that the programme of archaeological works is fully implemented and that all recording, recovery of archaeological resources within the development site, post-excavation assessment, reporting and dissemination of results are undertaken per the WSI.

Reason: The site is within an area where development may damage or destroy archaeological remains, and it is therefore desirable to afford a reasonable opportunity to record the history of the site.

18. No development shall commence during the breeding bird season (March to August inclusive), unless in strict compliance with a Species Protection Plan for breeding birds that shall be submitted to and approved in writing by the Planning Authority.

Reason: to protecting breeding birds.

Information for the applicant

1. Care should be taken to protect the water environment and to follow SEPA's standard regulatory advice in relation to good practice in development.
2. Opportunities exist to enhance the habitat network and support local biodiversity through planting native species of local provenance.
3. The applicant should be aware that in accepting the road layout for Phase 2, the Planning Authority does not make any determination as to its suitability for the previously proposed mixed uses on the site or the house plots and footprints shown indicatively on the site plan hereby approved.
4. The site roads and footpaths require the benefit of Road Construction Consent. The applicant is reminded that a Road Bond requires to be in place prior to any house building works commencing on site.
5. It should be borne in mind that only contractors first approved by the Council may work within the public road boundary.
6. The development of this site requires the provision of complimentary uses reflecting the mixed use nature of the allocation (MSWIN002) and should include consideration of community facilities such as playing fields and village hall. The development hereby approved does not include community facilities however there is an opportunity to provide these complementary facilities on land to the north of the application site within Well Field (Housing Allocation BSW2B). The applicant should be aware that if the community facilities are not delivered on the land at Well Field then they must be delivered on the remainder of the mixed use allocation (MSWIN002).

NOTE

Mr Earnshaw, Resident spoke against the application.

<u>Reference</u>	<u>Nature of Development</u>	<u>Location</u>
19/01253/S36	Variation to height of turbine T16 from 125m to 145m blade to tip	Land North of Nether Monynut Cottage Cockburnspath

Decision: APPROVED that the Council indicate to the Scottish Government that it does not object to application 19/01253/S36 to vary the height of turbine T16 from 125m to 145m blade to tip, subject to the imposition of the variations proposed within Annex A of the Environmental Report dated June 2019

and the imposition of the relevant conditions and informative notes of the original consent which remain necessary to adequately control this development.

SCOTTISH BORDERS COUNCIL MAJOR CONTRACTS GOVERNANCE GROUP

MINUTES of Meeting of the MAJOR CONTRACTS GOVERNANCE GROUP held in Council Chamber, Council Headquarters, Newtown St Boswells on Tuesday, 5 November 2019 at 2.00 pm

Present:- Councillors R Tatler (Chairman), G Edgar, J Fullarton, D Moffat, E Thornton-Nicol, T Weatherston.

In attendance: Service Director Assets & Infrastructure, Chief Officer Roads, Contracts Manager - SBc Contracts, Quantity Surveyor - SBc Contracts, Principal Internal Auditor, Democratic Services Officer (J Turnbull).

1. CHAIR'S REMARKS

The Chairman welcomed everyone to the meeting and explained that the SB Cares Limited Liability Partnership (LLP) was being reintegrated into the Council. Live Borders and CGI were also being scrutinised by Executive and Audit and Scrutiny Committees and therefore not required to report to this Group. The Chair would discuss the necessary amendments required to the Scheme of Administration to reflect these changes and advise accordingly.

**DECISION
NOTED.**

2. MINUTE

There had been circulated copies of the Minutes of the meeting of the Major Contracts Governance Group of 4 June 2019 and 17 September 2019

**DECISION
NOTED the Minutes of the 4 June 2019 and 17 September 2019 for signature by the Chairman.**

MEMBER

Councillor Thornton-Nicol joined the meeting following consideration of the Chair's remarks.

3. PRIVATE BUSINESS

AGREED under Section 50A(4) of the Local Government (Scotland) Act 1973 to exclude the public from the meeting during consideration of the business contained in the following items on the ground that they involved the likely Part 1 of Schedule 7A to the Act.

SUMMARY OF PRIVATE BUSINESS

4. MINUTE

Members approved the Private Section of the Minutes of the Major Contracts Governance Group of 4 June 2019 and 17 September 2019.

5. SBC CONTRACTS TRADING OPERATIONS UPDATE

There had been circulated copies of a report by the Chief Officer Roads.

MEMBER

Councillor Fullarton joined the meeting during consideration of the above report.

The meeting concluded at 2.45 pm

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Tweeddale Locality Plan – Health, Care and Well-being: Social Isolation and Loneliness

Suggestions made:

- Improve communication and visibility of local groups and services
- Multi-use venues and facilities, including new school campuses
- Increase number of leisure activities, including dementia friendly walks
- Have more family events
- Have community champions
- Talk to your neighbours
- Have more informal volunteering
- Support people to develop their digital skills & offer better access to the internet
- Improve community transport so people can access groups
- Expand outreach services eg What Matters Hubs

Identify what the gap is (e.g. age group, geographical area)?	What can be done to address the identified gap?	Who would take this forward – we need key champions/organisations	What support would be needed (financial, time, resources etc), and what would this look like?	What would the benefits be to the community/individuals?
Make public transport free for specific groups, i.e. young people	<ul style="list-style-type: none"> • Tweed Wheels • Gala Wheels 	<ul style="list-style-type: none"> • Tim Stephenson (SBC) • Community Councils • Bus users Scotland? • Christine Graham MSP 	<ul style="list-style-type: none"> • Would it be possible to provide free Bus Passes for Young People in the Tweeddale area and pilot this for 1 year. • Utilise Warwick and Edinburgh well-being Scale (wemwebs) to measure to monitor and assess this communities mental health over a period of time 	<ul style="list-style-type: none"> • Should demonstrate an increase in positive mental health and improved social connections.
How do you find out about what is available for individuals to access	<ul style="list-style-type: none"> • What Matters Hubs • A.L.I.S.S. • (A Local Information service for Scotland) 	<ul style="list-style-type: none"> • Each local Community to complete a community Newsletter • Noticeboards • Facebook Pages • Calendar/ Contacts • “Life” Magazines 	<ul style="list-style-type: none"> • Printing/ Advertising costs 	<ul style="list-style-type: none"> • A broader understanding of what community activities are available. • Improve access to services

Needs of people with hearing loss (Communication) (isolation) (Lack of choices)	<ul style="list-style-type: none"> • More lip speakers, Subtitles etc. • More consideration and awareness raised about hearing loss in the local community • Raise awareness of impact of hearing loss. 	<ul style="list-style-type: none"> • Local Media -> Radio Borders • Newspapers • Generic point of contact – Flyers/Cards 	<ul style="list-style-type: none"> • Funding for more interpretation services depending on situation • More interpreters, lip readers • Subtitles on a more frequent basis than one per week at cinema currently 	<ul style="list-style-type: none"> • One of our most vulnerable groups are included within society.
Day centres being closed and lack of access to premises	<ul style="list-style-type: none"> • Keep the building and the staff 	<ul style="list-style-type: none"> • Policy Holders 	<ul style="list-style-type: none"> • Finance • Better understanding of impact. • Funding for 3rd sector to carry on positive work • Community members still effected in community 	<ul style="list-style-type: none"> • Those that attend Day Centres are still involved and active within our community.
Access to bus services + cost for young people to make it affordable.	<ul style="list-style-type: none"> • Use a mobile phone app – pre paid credit so that money does not need to be exchanged and use of services can be easier 	<ul style="list-style-type: none"> • Free bus passes for over 65's and under 16's aswell as Students. • Students travelling to Edinburgh don't currently access free travel. • Mapping of town peoples travel needs. • Walkerburn Youth Forum • Outside the Box 	<ul style="list-style-type: none"> • Use of technology • Look at examples at other rural transport. 	<ul style="list-style-type: none"> • Young people bus pass qualification • Young people can take part in after school activities. • Be more social and involved in other communities
Access to community spaces -> what community spaces are open for all and accessible.	<ul style="list-style-type: none"> • Identify Funding stream to support access • What Facilities are open to all • Is there a similar fund like 'access for all'. That can help community buildings becoming accessible. 	<ul style="list-style-type: none"> • The Bridge 	<ul style="list-style-type: none"> • Time to undertake mapping exercise of facilities that are fully accessible. 	

Problem with school aged young people having to pay bus fares outside of school bus service – have free travel 24/7 for young people	<ul style="list-style-type: none"> • Speak with SBC Passenger transport to request use of the school bus pass outside normal times 	<ul style="list-style-type: none"> • SBC Passenger transport 	<ul style="list-style-type: none"> • Could be a cost to this that SBC/ Comm. Would need to meet with bus companies to request school passes be used outwith school start/ finish times + Saturdays & Sundays. 	<ul style="list-style-type: none"> • Young people would be able to participate in extra-curricular activities during the week + weekends.
Walkerburn residents feel over looked in terms of funding & service input from SBC – Could do more inter-generational projects	<ul style="list-style-type: none"> • SBC did start clearing an outdoor space for a park/ BMX track (2 years ago). Work stopped and it would be good to start this again 	<ul style="list-style-type: none"> • Community residents & SBC 	<ul style="list-style-type: none"> • Plans – Planning permissions • Funding • Volunteer time • Maintenance • Learn from other areas 	<ul style="list-style-type: none"> • Have an outdoor space that could be used by all ages helping improve health & well-being and would strengthen relationships in the village
Not enough Funding for Walkerburn Youth Club – not enough funding for hiring the hall	<ul style="list-style-type: none"> • SBC to support Walkerburn Y.C. to find £18 a week for hire of hall or work with hall committee to find support for funding the heating system (oil) 	<ul style="list-style-type: none"> • SBC & Hall Committee 	<ul style="list-style-type: none"> • Financial Input 	<ul style="list-style-type: none"> • Would help the youth club use membership fees for activities/ equipment etc.
Transport – young people won't be buying cars. No transport for social life	<ul style="list-style-type: none"> • Door to door transport needed in rural areas 	<ul style="list-style-type: none"> • SBC Transport Staff 	<ul style="list-style-type: none"> • Project by project 	<ul style="list-style-type: none"> • Improved physical/ mental health
Attracting older people to digital drop in older isolation			<ul style="list-style-type: none"> • Community champion to encourage participation Broughton starting Bitet Blether, Eddleston have one, Cloven have one, Peebles have two. • Food Foundation Food Friendship service volunteers deliver food to families on low income and to chat. 	
Lack of transport – Blyth Bridge (4X DAY W.L. – Edinburgh not possibly	<ul style="list-style-type: none"> • Mini buses • Taxi • Problem: Low numbers 	<ul style="list-style-type: none"> • Individual organisations • Foundation of a group – campaign 	<ul style="list-style-type: none"> • Volunteer week – regular press involvement • Resources – space 	<ul style="list-style-type: none"> • Social and economic benefit to the community

To IT. Centre Cost of buses		<ul style="list-style-type: none"> • Someone to coordinate - funding applications etc 	<ul style="list-style-type: none"> • Infrastructure to support a network of organisations 	
Intergenerational family support – reaching rural families who are isolated	<ul style="list-style-type: none"> • Work in partnerships to find out where these families are 	<ul style="list-style-type: none"> • HV'S • Schools • Established groups i.e. rural institute • (Royal highland ed. Trust) 	<ul style="list-style-type: none"> • Digital map • A person to coordinate • IT-Map- who is there? • Somebody who knows the community well 	<ul style="list-style-type: none"> • Spreading knowledge. Fewer visits to GP

CASE STUDIES – EXAMPLES FROM ACROSS THE COUNTRY		
'Community Connections' – Outside the Box	<p>Community Connections is a new project that is based in two rural areas in Scotland:</p> <ul style="list-style-type: none"> – Eaglesham and Waterfoot in East Renfrewshire – Brechin, Edzell and the Northern Glens in North Angus <p>Community Workers will bring together groups, activities and services that are used by the whole community, particularly older people and people who may feel isolated or disconnected from their community. In North Angus, we are also working alongside groups and services that support people living with dementia.</p>	
'Museums on Prescription' Canterbury Christ Church University and University College London	<p>Museums on Prescription is the first scheme of its kind in the UK to tackle health inequalities by directly linking up museums and referrers from health, social care and third sector organisations.</p> <p>New programmes of museum-based, creative activities for lonely, older adults aged 65-94 years at risk of social isolation, have been designed to improve the mental and psychological wellbeing and social inclusion of older adults.</p>	
Recovery Devon CIC	<p>They were awarded £7,500 to create 'Happy to Share My Table' cards that people can use in cafés and other public spaces to let others know that they welcome the company of strangers. The project aims to reduce social isolation and loneliness by enabling people to connect and build positive relationships.</p>	
'Good Neighbours' The Voluntary Organisations Development Agency (VODA) in North Tyneside	<p>The Good Neighbours project recruits, trains and supports volunteers to carry out a variety of practical tasks commonly associated with those carried out by a 'good neighbour'. From small household tasks to helping run errands or assistance with shopping, no long-term commitment is needed from volunteers, just the desire to help local people who need it. Good Neighbours volunteers receive training, support and get together regularly to discuss their role and share experiences</p>	

<p>'The Voice That Makes a Difference' Northampton</p>	<p>They were awarded over £115,000 to bring over 1,000 young disabled people together to enjoy films by providing 24 screenings at local cinemas over three years that include British Sign Language, subtitles and audio description. This will make the cinema accessible to all. The funding will also provide workshops in drama, music and technology to support young people with disabilities to build their confidence and skills.</p>	
<p>'Vintage Vibes' Lifecare Edinburgh and The Broomhouse Centre and Enterprises</p>	<p>Started in 2015, Vintage Vibes tackles isolation and loneliness among over 60s (called VIPs) in Edinburgh by creating long lasting one to one friendships offering support, companionship and the opportunity for VIPs to be more socially connected and active in their local community</p>	

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SCOTTISH BORDERS COUNCIL TWEEDDALE AREA PARTNERSHIP

MINUTE of Meeting of the TWEEDDALE
AREA PARTNERSHIP held in Clovenfords
Primary School Hall, Clovenfords on Tuesday,
5 November 2019 at 7.00 p.m.

Present:- Councillors R. Tatler (Chairman), H. Anderson, S. Bell, E. Small, together with
34 representatives from Partner Organisations, Community Councils and
members of the public.

Apologies:- Councillors K. Chapman, S. Haslam

In Attendance:- Communities and Partnerships Manager, Locality Development Co-ordinators
(G. Jardine and K. Harrow), , , Democratic Services Team
Leader.

1. **WELCOME AND INTRODUCTIONS**

The Chairman welcomed everyone to the meeting of the Tweeddale Area Partnership.

2. **ORDER OF BUSINESS**

The Chairman varied the order of business as shown on the agenda and the Minute reflects the order in which the items were considered at the meeting.

3. **SMALL SCHEMES – ESHIELS TUNNEL LIGHTING**

There had been circulated copies of a paper outlining the options to provide lighting in Eshiels Tunnel. The tunnel was formerly part of the railway infrastructure and now formed part of the multi user path between Peebles and Innerleithen. The tunnel was located close to the Eshiels Recycling Centre and was approximately 60m long and 4m wide. The height changed from 3.5m at the eastern entrance to 2.4m at the western entrance. The paper explained that there had been a number of incidents and accidents which had been reported as due to the unlit tunnel despite mitigating works including the installation of warning signs, slow signs painted on the path and path lining in white paint. Quotes had now been received for the installation of lighting and these were detailed in the report. Keith Robeson, Senior Ranger with Scottish Borders Council was present at the meeting and outlined the requirements including the need for a bat survey and SNH approval. Those present discussed the options including possible alternatives and agreed that work to take the proposal forward should proceed.

4. **FEEDBACK FROM MEETING ON 27 AUGUST 2019**

The Minute of the meeting of the Tweeddale Area Partnership held on 27 August 2019 had been circulated along with a summary of the discussion attached as an appendix to the Minute and the Chairman highlighted the main points which had been raised and was pleased to advise that 3 community councils were currently working on a solution to late night transport in their areas.

5. **TWEEDDALE LOCALITY PLAN**

5.1 Shona Smith advised that the updated version of the Plan would be submitted to the next meeting of the Community Planning Partnership. Copies of the draft Action Plan were on the tables for the information of those present. There was still some work to be done on this

and the final version would be circulated with the Minute of the meeting. The Performance Framework would be included in the Community Plan.

Health Care & Wellbeing – Reducing Loneliness and Social Isolation

- 5.2 Margaret Smail and Richard McDowell from Community Learning and Development gave a presentation on the work of her service. The Service had a priority plan for the year. They were currently targeting families and encouraging people to study for qualifications. This empowered people and improved health and wellbeing. Digital isolation was also highlighted and weekly IT drop in sessions were being held. Two adult learners were also present and explained the help they had received and the positive impact it had on their lives. Four young men from the Walkerburn Youth Group were also present and gave examples of the issues they faced and suggested that free bus travel for young people in rural areas and the availability of buses later in the evening would make a huge difference to their lives. Examples of intergenerational projects were also highlighted.
- 5.3 Rachel Studinski gave a presentation on the Spring Social Prescribing project by Health in Mind which had been funded by the National Lottery. This allowed NHS primary care providers to refer patients to the project who would in turn identify activities within their communities which would help to improve their health and wellbeing. There could be up to 12 interventions with each person to assess their needs. Activities included aqua fit and walking football and they would be accompanied by someone from the project until they had the confidence to attend alone. The project was working well and was helping reconnect people to their communities. Most referrals had been related to social isolation and lack of confidence. A digital platform was being used to record all information and allowed both the Doctor and the patient to monitor progress.
- 5.4 Lorna McCulloch from the Bridge reported on their work. 40% of people in Tweeddale lived in a rural location. They provided support to the Federation of Village Halls which included 14 halls in the area. Village Hall played an important role in community life with over 400 regular lets and 150 one off hires per year. They also provided a community transport service which had facilitated 6500 trips last year. They maintained a Tweeddale Community Directory which contained over 300 groups and they were looking to develop this further over the next 6 months.
- 5.5 There were discussion sheets on each table which posed a series of questions including:-
- Where there any gaps
 - What were the barriers to access
 - How can these be addressed
 - What would be the benefit to the community

Each table was given 30 minutes to discuss these issues which would be recorded by the table facilitator. A summary of the outputs is appended to the Minute.

- 5.6 The Chairman invited the Walkerburn Youth Group representatives to ask questions. They asked if any help could be given for the cost of hiring the hall as this used all their funds. The possibility of submitting a Community Grant Fund application was suggested. They also felt that Walkerburn did not receive much funding from the Council compared to other areas and it was agreed that Councillors would look at this. The need to bring forward specific projects was highlighted. Concern regarding parents sending their children to St. Ronan's Primary School rather than Walkerburn which might result in the closure of the school was also expressed. Assurance was given that both the Headteacher and the Council were committed to keeping the primary school.

6. **TWEEDDALE INTERIM COMMUNITY FUND**

Shona Smith advised that there were no applications to consider. However, one was currently being processed and a second had been received that week. A fast track application was also being dealt with. With regard to local festival funding Councillor Bell highlighted that Clovenfords had not been included and was overdue for review. Les Turnbull, Chairman of Peebles Community Council expressed concern that festival funding was now part of the community fund. These were central to the life of many towns and villages and suggested that the money should be ringfenced and did not require to be applied for. The Chairman advised that this would be considered as part of the current consultation on the community fund. Mr Turnbull advised he was not aware of this consultation. It was confirmed that all Community Councils had been contacted but there was still time for views to be submitted.

7. **OFF-STREET CAR PARKING IN PEEBLES**

There had been circulated copies of a paper proposing that a sub-group of the Tweeddale Area Partnership should be set up to carry out a review of parking in Peebles, with a particular focus off-street parking. It was agreed that a sub-group should be established and comprise representatives from the Council, Peebles Community Council, Peebles Community Trust, traders in Peebles town centre, other business and community representatives. The group should consider the current parking provision in Peebles with a particular focus on off-street parking and its relationship to all parking and public transport. The timescale for the group should be 1 year.

8. **OPEN FORUM**

8.1 Frank Drummond from the Tweeddale Access Panel advised that Sainsbury's were supplying sunflower lanyards. These were designed to be worn by those with a hidden disability and that they may require assistance in certain situations.

8.2 Les Turnbull, Chairman of Peebles Community Council reported on the Peebles Railway Heritage Project. The aim was to obtain the small building in the East Station Car Park and return it to community use. The building was owned by the Council and negotiations regarding a long-term lease were almost concluded. It was proposed that it would be used as a visitor information hub and funding would be sought from various sources.

9. **COMMUNITY EMPOWERMENT UPDATE**

Shona Smith advised that an easy read document providing information on Community Empowerment was available which provided details regarding participation requests, assets transfers etc.

10. **FUTURE AGENDA ITEMS**

It was suggested that the next agenda should focus on young people. Items on the Community fund and climate change were also suggested.

11. **NEXT MEETING**

The next meeting of the Tweeddale Area Partnership would be held on Tuesday, 14 January 2020 in Eddleston Village Hall. The Chairman thanked everyone for attending.

The meeting concluded at 9.05 p.m.

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SCOTTISH BORDERS COUNCIL
POLICE, FIRE & RESCUE AND SAFER COMMUNITIES BOARD

MINUTES of Meeting of the POLICE, FIRE &
RESCUE AND SAFER COMMUNITIES
BOARD held in Council Chamber, Council
Headquarters, Newtown At Boswells on
Friday, 8th November, 2019 at 9.30 am

Present:- Councillors H Scott, (Chairman), D Moffat, N. Richards, E Robson, E Small.
Mr M Dickson - NHS Borders and Ms M Simpson - Voluntary Sector
Mr H Coyle, SBHA.

Apologies:- Councillor G Turnbull.

In Attendance:- DC Chief Superintendent J McKenzie, Chief Inspector S Reid, Chief
Inspector J O'Connor, Local Senior Officer S Gourlay, Group Commander M
Jaffray, Scottish Fire & Rescue Service, Safer Communities and Community
Justice Manager, Localities Development Co-ordinator and J Turnbull,
Democratic Services Officer SBC.

1. **WELCOME**

The Chair welcomed everyone to the meeting.

2. **MINUTE**

There had been circulated copies of the Minute of the meeting held on 30 August 2019.

DECISION

APPROVED the Minute.

3. **MATTERS ARISING FROM THE MINUTE**

3.1 With reference to paragraph 4.12(b) of the Minute, the Chair welcomed Chief Inspector Jocelyn O'Connor who was in attendance to provide a presentation on Police Scotland's Contact Assessment Model (CAM) project.

3.2 With reference to paragraph 6(b) of the Minute, the Council's Senior Policy Advisor, had followed up the missing 'No Swimming' signage with Neighbourhood Services.

DECISION

NOTED.

4. **PROGRESS REPORTS UPDATES ON SERVICE MATTERS**

4.1 Chief Superintendent McKenzie began his report by advising that the Contact Assessment Model (CAM) project would be introduced in Lothian and Scottish Borders by March 2020. He anticipated that CAM would improve service delivery for officers to deal with issues and incidents. Chief Superintendent McKenzie then referred to the new mobile working project, advising that the Scottish Borders officers were in the process of completing their training and devices will be seen live on the streets of the Scottish Borders in the coming weeks, with full deployment scheduled by February 2020. The device will allow officers to be visible within the community by allowing them to complete administration and reporting tasks without returning to the police station. An introduction to mobile working would be presented to the next meeting of the Board. Chief Superintendent McKenzie continued, that with regard to planning for Brexit, the force reserve would remain in place into 2020 and further update on this subject

would be provided at the Q3 meeting. With regard to the Community Action Team, he thanked the Council for their continuing support and advised that two additional CAT officers would be in place by December 2019.

- 4.2 Chief Inspector Stuart Reid then presented Police Scotland's Scrutiny Report for Q2 - April 2019 to September 2019 compared to the same reporting period the previous year. Copies of the report had been circulated with the Agenda. He began by advising that there had been an increase of 15.3%, 1930 in total crimes recorded during the period.
- 4.3 Protecting People (Q2 2018/19 figures shown in brackets)
There had been a decrease in missing person incidents to 332 (350). This remained an area that Police Scotland committed resources to on a daily basis. In relation to missing persons associated with Looked after Children, a local protocol had been implemented with the aim of securing improved outcomes for children.
- 4.4 There had been an increase of 57% in Racially Aggravated Conduct to 11(7). The detection rate was 72.2%. There had been an increase in Sexual Crimes of 48.7% to 116 (78) which was one of largest increases. Reports of rape had also increased by seven. Chief Inspector Reid explained that although rape and sexual crime remained under reported, through work with partners, victims were gaining confidence to report these crimes.
- 4.5 Domestic Abuse incidents had also increased to 575 (513) with the rate of detection also increasing by 79.6% (73.3%). At the end of Q2, seven crimes under Section 1 of the Domestic Abuse Scotland Act (coercive and controlling behaviour) had also been recorded.
- 4.6 Reducing Violence (Q2 2018/19 figures shown in brackets)
There had been a decrease in Crimes of Violence to 45 (48). However this should be considered alongside the context of Section 1 of the Domestic Abuse Act which accounted for seven crimes. Within this group, serious assault had reduced to 21 (22); robbery from 10 (4) and Common Assault had increased to 410 (396). Chief Inspector Reid highlighted that violent crime continued to be a priority, with Galashiels town centre an area of concern for public safety disorder. Patrols had been increased in this area along with an increase in activity around licensed premises. Chief Superintendent McKenzie highlighted the increased 77% detection rate, and reinforced that perpetrators would be pursued as a priority.
- 4.7 Reducing Antisocial Behaviour (Q2 2018/19 figures shown in brackets)
Incidents had reduced by 135 to 2931 (3066). Presently there were five applications with the Court for interim Antisocial Behaviour Orders in respect of repeat perpetrators. Chief Inspector Reid highlighted a joint project with Live Borders providing evening activities at Teviot Leisure Centre in Hawick. In response to a question regarding holding similar events in other towns, Chief Superintendent McKenzie explained that funding would be required but they could consider a joint venture with the Council.
- 4.8 Tackling Substance Misuse (Q2 2018/19 figures shown in brackets)
Drug Supply, Production and Cultivation – There had been a reduction of 7.4% to 25 (27). It was noted that a reduction in detections did not automatically equate to a reduction in seizure. The Community Action Team (CAT) continued to play a proactive role in tackling substance misuse.
- 4.9 Road Safety (Q2 2018/19 figures shown in brackets)
There were 4 fatal (8), 50 serious (39), and 69 (86) slight road casualties during the period. Road checks continued to form part of daily tasking within the Scottish Borders.
- 4.10 Reducing Housebreaking
There were 65 (35) house-break-ins; 25 (22) in relation to sheds and garages and 26 (42) other businesses. In response to this, increased Operation Talonstrike activities had been actioned. Partnership working with Northumbria and Cumbria Constabularies had also been enhanced to tackle cross border criminals. Chief Superintendent McKenzie highlighted that

intelligence indicated that individuals committing house break-ins were traveling into the borders. Evidence sharing with Northumbria and Cumbria Constabularies would ensure progress in targeting these criminals. Police Scotland had adopted a National Rural Watch and the Safer Communities and Community Justice Manager, Mr Jones, added that the Rural Crime Strategy would form the basis of joint working with partners to reduce rural crime.

4.11 Community Action Team (CAT)

During the period the CAT had carried out 117 hours of foot patrols, 14 static road checks, issued 160 parking tickets and undertaken 15 premise searches. In response to specific targeting, antisocial behaviour had reduced by 70% in Eyemouth, Eildon – 12 persons were searched with a 33% positive rate and 15 properties were searched with 87% positive. Enquiries were also progressing in Tweeddale against prolific antisocial driving incidents.

4.12 Board members raised a number of questions which were answered by officers. With regard to under reporting of wildlife crime, officers had undertaken training recently with the Tweed Commission regarding anti-poaching. There had been no recent reports of hare coursing, and the public were asked to be more proactive in reporting such incidents. Regarding the increase in reports of sexual crime, Chief Superintendent McKenzie advised that he anticipated reports would increase as victims felt confident in reporting historic incidents. It was noted that with regard to forensic examination for such crimes, local health boards, including the Borders General Hospital, would be investing in forensic units. Regarding domestic abuse incidents, Chief Inspector Reid explained that their Domestic Abuse Liaison Officer worked with victims, if required the capacity existed for relocation. Chief Superintendent McKenzie added that domestic abuse incidents were scrutinised on a daily basis and remained a priority.

4.13 With regard to bail checks on perpetrators, these would be pursued for the protection of victims and the wider family. Mr Jones added that the Council were refining some of their performance reporting to identify repeat perpetrators. There was also an advocate who worked with victims to rehome victims or ensure they were safe within their own homes. There was a discussion on the Council's recent decision to pilot alcohol byelaws in areas within the Scottish Borders, Chief Superintendent McKenzie welcomed the approach taken by Council, explaining that byelaws could enhance events for family participation.

DECISION

NOTED:-

- (a) **The report; and**
- (b) **That an introduction to the mobile working project be presented to the next meeting.**

5. PROGRESS REPORT/UPDATE ON SERVICE MATTERS - SCOTTISH FIRE & RESCUE SERVICE

5.1 There had been circulated copies of the Scottish Fire and Rescue Services (SFRS) Local Plan Performance. Local Senior Officer (LSO) Gourlay began by referring to the national negotiations around pay and conditions, explaining that recent proposals would be subject to a ballot in the next few weeks. LSO Gourlay then advised that Bonfire night had been busy but had passed without any recorded attacks on firefighters across the East of Scotland.

5.2 Group Commander (GC) Jaffray then presented the SFRS Local Plan Performance report for the period 1 April 2019 to 30 September 2019, copies of which had been circulated with the agenda. He began by advising that SFRS had responded to 822 incidents over the period, a reduction of 43 compared to the same period last year. Unwanted Fire Alarm Signals continued for 57% of incidents. 21% of incidents related to dwelling fires and 22% Special Service incidents.

5.3 Reduction of 'Dwelling Fire' – There had been 33 dwelling fires, a 27% decrease since the same period last year. Three had been started deliberately, only one of these fires had spread beyond the room or origin.

- 5.4 Reduction of 'All fire casualties (fatal & non-fatal) - There were seven casualties, one less than the same period last year. All casualties were over the age of 30, with three over 70 years of age. GC Jaffray advised that post domestic, incident response involved engagement with neighbouring households to offer reassurance and provide fire safety advice.
- 5.5 Reduction of 'All Deliberate Fires Excluding Dwellings' – There had been 85 incidents, the same as the reporting period last year. Unfortunately, many of these were linked to antisocial behaviour. Where trends were identified the SFRS's CAT worked with partners to mitigate the risk of reoccurrence. In response to a question GC Jaffray advised that the spike in Mid Berwickshire to 11 incidents from 3 had been addressed with visits to local schools and delivery of consequential learning input. Mrs Simpson, advised that the voluntary sector would support any initiatives and GC Jaffray would liaise out with the meeting.
- 5.6 Reduction of 'Special Service – RTCs' – The SFRS attended 45 RTCs, a slight increase of one compared to last year. Hydraulic rescue equipment was required on 17 occasions to extricate persons trapped in vehicles.
- 5.7 Reduction of 'Special Service Casualties – All' – There were 49 Special Service casualties, an increase in five in comparison with the same period last year. The report highlighted the amount of non-traditional incidents the SFRS had to attend, for example assisting Scottish Ambulance colleagues with effecting entry into homes.
- 5.8 Reduction of 'False Alarm – Equipment Failure' – There had been 465 false alarm incidents, with equipment failure accounting for 344 (74%). In response to a question GC Jaffray advised that the majority of calls were from schools with causes such as dust, and testing the system activating alarms. Mr Jones advised that he would raise the issue again with SBC's Education department.
- 5.9 GC Jaffray then went on to discuss Prevention and Protection activities. Copies of a report detailing figures from Quarter 2 (1 July 2019 to 30 September 2019) had been circulated with the agenda. GC Jaffray explained that there had been a slight dip in Fire Safety Enforcement audits due to new staff required to undertake training and development. However, he reassured that all high risk premises were audited on an annual basis. GC Jaffray went on to advise that partnership working to deliver youth engagement continued, with the successful delivery of the Multi-agency Drivewise initiative at Charterhall, Berwickshire. Successful Drivewise courses had been delivered in September and the SFRS had also been involved in 36 community safety events, providing road safety advice, CPR training and water safety talks to residents of the Scottish Borders.
- 5.10 In response to questions, LSO Gourlay advised that fire sprinkler systems were standard specification for new builds. Following the Grenfell Tower inquiry, a government ministerial group were reviewing legislation and changes were expected in terms of the built environment.

DECISION

NOTED

- (a) **The report, and**
 (b) **To request the Safer Communities and Community Justice Manager raise with SBC's Education Department the issue with Unwanted Fire Alarm Signals.**

ADJOURNMENT

The Chairman adjourned the meeting from 11.05 am to 11.10 am.

6. SAFER COMMUNITIES UPDATE AND KEY ACTIVITIES

- 6.1 There had been circulated copies of the Safer Communities Performance report covering the period from 1 April 2019 to 30 September 2019. The Safer Communities and Community Justice Manager, Mr Jones, highlighted the main points:-

- 6.2 Through effective partnership working fewer adults and children experience Gender Based Violence. The number of domestic abuse incidents had increased to 575, this was expected given the introduction of the new domestic abuse legislation. The number of referrals to domestic abuse services had also increased. Mr Jones advised that one of the priorities for the service was for changes to the IT recording system to enable a clearer understanding of repeat offenders, this would also be relevant when they moved into the new public protection service, which would ensure synergy between child protection and adult protection services. Another area for development was a clearer understanding around the time taken when responding to referrals 24 or 48 hours depending upon the referral agency. Mr Jones then referred to the decrease in the number of children accessing the CEDAR Group Programme, advising that this was owing to temporary staff turnover. Mr Jones advised that a member of staff provides support to keep people, experiencing domestic abuse, in their own homes or supports the identification of alternative accommodation options. MARAC training, risk assessment and Domestic Abuse Awareness training continued to be provided.
- 6.3 Through effective partnership working fewer people experiences antisocial behaviour. The number of incidents had decreased by 4.4% due to a range of in activities such as mediation and work with partners such as the multi-agency Antisocial Behaviour Review Group. Mr Jones advised that mediation was the first point of call for antisocial behaviour. He also advised that the Antisocial Behaviour Officer would attend the next meeting to give a presentation on the different aspects of the antisocial behaviour process and changes to guidance. In response to a question regarding bail conditions for antisocial behaviour, Chief Inspector Reid advised that reoffenders, whilst on bail were pursued.
- 6.4 Work in partnership to reduce injury and prevent accidents. Mr Jones advised that the Don't Buy It, Don't Supply it campaign continued, with a campaign which had coincided with the first Sevens tournament and other cultural events. It was also recognised that Common Ridings/Festivals could be problematic and localised social media messages had reinforced the campaign. The team had also attended events, including the Border Union Show, to highlight the potential dangers of accidental poisoning in the home. Drivewise Borders for over 65's had delivered eight events across the Scottish Borders.
- 6.5 In response to questions, Chief Inspector Reid advised that with regard to domestic abuse incidents, there would be a marker on the (police) system which would highlight any information they needed to be aware of. Regarding the number of motorcyclists' accidents, Mr Jones advised that as a number of accidents were the result of a variety of factors and at times these were difficult to predict. Mr Jones added that the team were trying to move away from stand up delivery, which was often to a small audience, to using social media which ensured a broader reach into the community.

DECISION

NOTED the report.

7. CONTACT ASSESSMENT MODEL PROJECT

Chief Inspector Jocelyn O'Connor was in attendance to give a presentation on the Contact Assessment Model Project. Chief Inspector O'Connor began by advising that there were 3 million, 999 calls each year to Police Scotland. The Contact Assessment Model (CAM) was a new way of assessing calls, based on 'THRIVE' (Threat, Harm, Risk, Investigation, Vulnerability, Engagement). She explained that every call was assessed individually to identify the appropriate level of response. This might be immediate attendance; prompt attendance (within four hours); scheduled attendance (by phone or office visit, or attendance by caller); or non-attendance (the resolution team gives advice, DCR or remote investigation). CAM moved away from the default call grading, empowering staff to make decisions based on facts and circumstances. Chief Inspector O'Connor went on to advise that they were presently recruiting experienced police officers to the Resolution Team. Chief Inspector O'Connor then referred to Dumfries and Galloway where CAM had already been introduced successfully. During the first nine weeks, 36,000 incidents had been notified, 20% of which

had been dispatched within five minutes with 15% managed by the new Resolution Team. Chief Inspector O'Connor concluded the presentation by advising that staff would receive training and support to gain confidence in the new process. There were also appropriate safety measures in place. Chief Superintendent McKenzie added that he anticipated that J Division would be expected to provide resources to the Resolution Team. The Chairman thanked Chief Inspector O'Connor for her attendance and informative presentation.

DECISION

NOTED the presentation.

MEMBERS

Councillor Robson and Mrs Simpson left during consideration of the above presentation.

8. DATE OF NEXT MEETING

The next meeting was scheduled to be held on Friday, 7 February 2019 at 9.30 am.

The meeting concluded at 12.15 pm

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Eildon Area Partnership



MINUTE of Meeting of the EILDON AREA PARTNERSHIP held in the Scottish Borders Campus, Galashiels. on Thursday, 14 November 2019 at 6.00 pm

Present:- Councillors G. Edgar (Chairman), A. Anderson, K. Drum, E. Jardine, 23 Partner representatives, Community Councillors, officers and members of the public.

Apologies:- Councillor S. Aitchison, Councillor D. Parker and Councillor H. Scott.

1. **WELCOME AND INTRODUCTIONS**

The Chairman welcomed everyone to the meeting of the Eildon Area Partnership and thanked Community Councillors, Partners and local organisations for their attendance. Localities Development co-ordinator Kenny Harrow was introduced, who would be supporting Eildon Area Partnership in the future.

2. **FEEDBACK FROM MEETING ON 12 SEPTEMBER 2019**

The Minute of the meeting of the Eildon Area Partnership held on 12 September 2019 had been circulated. A summary of the discussion on 'Community Transport: solutions and actions' was attached as an appendix to the Minute.

3. **EILDON LOCALITY PLAN UPDATE**

Copies of the draft Eildon Locality Plan had been circulated with the agenda and paper copies supplied at the meeting. Mr Harrow explained that the plan had been updated and re-worded to reflect priorities identified in round table discussions at previous meetings of the Eildon Area Partnership. Included in the document was an action plan which would evolve over time. In response to a question from the representative from Ettrick & Yarrow Community Council about how the plan would tie into the Council's budget process the Chairman explained that Councillors would look at the themes from communities throughout the Borders and take these into account when looking at budget priorities. The public also had the opportunity to engage in the budget process through the on-line budget simulator.

4. **THEME: HEALTH, CARE AND WELL-BEING - SOCIAL ISOLATION AND REDUCING LONELINESS**

4.1 **Health Care and Well-being – Social Isolation and reducing loneliness**

The Chairman welcomed to the meeting Sarah Horsman, SBC Occupational Therapist based in Galashiels and Harry Cotterill from the British Red Cross to talk about the community-led support programme 'What Matters Hubs'. There were several 'What Matters Hubs' across the Borders with the 'mother' hub being in Galashiels. Leaflets were provided at the meeting giving details of opening times of hubs and information about how the hub could provide information and assistance. The hubs offered drop-in sessions, a meeting point, networking and the facilitation of meetings with professionals, para professionals and people from community groups and voluntary organisations across the Borders. What Matters Hubs were supported on a regular basis by the British Red Cross, with other providers attending when possible. Mr Cotterill outlined some of the work taking place as part of this initiative. Assistance was given to clients to find support needed, such as equipment, transport or additional help to enable them to remain in their

own home. Advice and information was provided about support available and events happening in their local area. Health and Social Care staff could also signpost people to relevant services. Mr Cotterill went on to give more detailed examples of work carried out in connection with assisted discharge from hospitals and joint work in liaison with services such as the Deaf and Hard of Hearing Service and MacMillan Cancer Support. Although people of all ages may be eligible for assistance from What Matters Hubs the majority of clients were over 60 years of age. Eligibility was based around criteria which took into account each person's circumstances. Mr Cotterill spoke about the need to also reach out to outlying areas and assist with provision of access to community hubs. Transport was often provided through Borders Community Transport but more volunteer drivers were needed. Ms Horsman referred to the development of community hubs in smaller settlements within the Borders and gave examples. The community at Ettrick Bridge managed their own community hub which had originally started as a 'pop-up' facility. What Matters Hubs also worked closely with Telecare in making increasing use of technology in the care environment. Ms Horsman and Mr Cotterill answered questions about the expansion of the initiative to other areas and how what Matters Hubs should be best promoted. The presentation and contact details would be circulated following the meeting.

- 4.2 Following the presentation, the Chairman thanked Ms Horsman and Mr Cotterill for their attendance and invited those present to take part in a round table discussion about how to tackle social isolation and loneliness in the community. A summary of the output of the discussion is attached as an appendix to this Minute.

5. **EILDON COMMUNITY FUND**

Locality Development Co-ordinator, Gillian Jardine, referred to documents which had been circulated and which were available at the meeting giving an overview of the Interim Community Fund and internal and external funding sources in the Eildon area and the current balances available. Attention was drawn to fast-track applications which had been approved, from Burgh Primary School Parent Council (£1,500) and Earlston Paths Group (£1,360.80). Ms Jardine then asked for consideration of the application from the organisation Stable Life for a grant of £20,000 to part fund Stable Life's annual rental cost and additional estate overhead costs of £41,228 for 2019/20. On the assessment form, which had been circulated and which was available at the meeting, the organisation gave an explanation of other funding sources and funds which were ring-fenced. Stable Life supported annually around 100 disadvantaged young people aged 10 -18 years. Of the 104 young people referred last year 57 came from the Eildon area. The application went on to give detailed information about the benefits of the project, support of the wider community, efforts to source funding and income generation. Following assessment of the application the officer recommendation was to approve the application in full subject to a requirement for Stable Life to refresh their Business Plan and continue to explore income generation opportunities to reduce reliance on grant funding and to ensure core costs could be met. The Chairman allowed 10 minutes for those present to discuss the application and receive answers to their questions, following which the recommendation to approve the funding application was agreed.

DECISION

AGREED to grant £20,000 from the Eildon Community Fund to Stable Life, subject to a requirement to refresh their Business Plan and continue to explore income generation opportunities to reduce reliance on grant funding and to ensure core costs could be met.

6. **COMMUNITY EMPOWERMENT ACT UPDATE - EASY READ PACK**

Mr Harrow directed those present to easy-read summaries which had been provided about the Community Empowerment (Scotland) Act. The quick guides gave information on the most significant parts of the Act including national outcomes; community planning; participation requests; community right to buy; asset transfer requests; delegation of

Forestry Commissioner's function; Football Clubs; Common Good Property; Allotments; participation in public decision-making; and on non-domestic rates

7. **FUTURE AGENDA ITEMS**

The Chairman asked that suggestions for future agenda items for Eildon Area Partnership meetings to be forwarded to the Locality Development co-ordinator at kenny.harrow@scotborders.gov.uk

8. **OPEN FORUM**

There were no questions for Elected Members

9. **CHAIRMAN**

The Chairman thanked everyone for their attendance and closed the meeting.

The meeting concluded at 8.10 pm

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Eildon Locality Plan – Health, Care and Well-being: Social Isolation and Loneliness

Suggestions made:

- Improve communication and visibility of local groups and services
- Multi-use venues and facilities, including new school campuses
- Increase number of leisure activities, including dementia friendly walks
- Have more family events
- Have community champions
- Talk to your neighbours
- Have more informal volunteering
- Support people to develop their digital skills & offer better access to the internet
- Improve community transport so people can access groups
- Expand outreach services eg What Matters Hubs

Identify what the gap is (e.g. age group, geographical area)?	What can be done to address the identified gap?	Who would take this forward – we need key champions/organisations	What support would be needed (financial, time, resources etc), and what would this look like?	What would the benefits be to the community/individuals?
Young People can't access after school provision as there is either no busses or their free bus pass doesn't cover attending provision.	Provide a longer running bus service that connects with after school provision. Allow free bus passes to be used outwith school hours for young people that would allow them to attend after school provision and youth clubs.	Transport (Tim) Education department	Capacity to think outside the box and look at alternate options Volunteer drivers so that community transport can be accessed	Young people have the option to attend a variety of different groups and feel more connected in their community. Have access to educational activities and the option to socialise with peers
Youth clubs not covering all areas in the locality thus making it difficult for young people to attend	Central point of information so that all young people and members of the community are aware of what's on and when. Provide free travel for young people so that they can attend youth club sessions	Online Borders – The Bridge Education department	Financial support to support free bus passes for young people. Ability of staff to important date and make sure online borders system is up to date	Young people have access to youth clubs and feel part of their peer group. Attendance at youth clubs will increase and could reduce perceptions of anti-social behaviour.

Young (new) parents not being connected in their community	Engage with those parents that aren't attending parenting support. Provide information on all available opportunities	Community Learning and Development Health visitors identify vulnerable new parents Online borders and local early years network can provide information of all activities in the area	Staff time to undertake engagement and outreach	New parents feel supported in their community.
The working poor	Supported transport costs to those that are on a low income so that they are able to maximise their earning. Encourage and sign up all employers in the Eildon Locality to the living wage	SBC have signed up and will hopefully pressurise others to follow suit.	Finance to support organisations to sign up to the Living Wage.	Families will have more income to spend within their community
Very few home care staff available to support people at home	Recruit staff on flexible basis or pay travel	SB Cares	Investment in recruitment – come out locally to meet people	Fewer admissions to hospital/ Care homes
Improve Broadband speeds in rural areas	Better understanding how other communities are addressing this i.e. Is there a means to organise a community bulk buy, run our own Community broadband Clearer timescale for R100 programme and when/where it will cover	Economic Development Mobile Providers Community Development Trusts Scottish Government	Co-ordination support Infrastructure	Increase access to services i.e. Reduce isolation with greater opportunities for interaction
Better transport and well published	From upper yarrow (cappercleuch) + Upper Ettrick + Weekends (Sat)	Community Council Passenger Transport School Transport	Staff time to look at best means of communicating within rural communities – beyond digital given restrictions.	Greater access to services Enable individuals to stay in own homes longer Reduced Social Isolation

Community Café in Earlston is well attended by older community members attend but not by those of a younger age	Younger aged residents used to attend which was really positive for everyone. Need to re-engage with this age group and find out why they don't attend / what would encourage them to re-attend	Organisers of the community cafe		
Older community members not always comfortable with IT and therefore miss out on local information	Consider different ways of recording & sharing information	What Matters Hub / Red Cross may can become a central point where people access information. Need to promote the Hub so people know to attend	Need the support of partner organisations to help promote the Hub and engage their service users. Partners can also supply what's on information to the Hub	People have the option to participate and therefore feel included and involved. Also helps them to access any required support
Age Groups (+ Veterans groups)	Set up new groups & identify those already Working	Legion, Firm base	Funding, Volunteers organizers	More intergenerational contact. Greater contact across generations Learn more local history
Transport	Make transport readily available in area not served by public transport	SBC, voluntary transport organisation taxi/public	Funding, volunteers vehicles	Greater connection between communities

CASE STUDIES – EXAMPLES FROM ACROSS THE COUNTRY		
'Community Connections' – Outside the Box	Community Connections is a new project that is based in two rural areas in Scotland: – Eaglesham and Waterfoot in East Renfrewshire – Brechin, Edzell and the Northern Glens in North Angus Community Workers will bring together groups, activities and services that are used by the whole community, particularly older people and people who may feel isolated or disconnected from their community. In North Angus, we are also working alongside groups and services that support people living with dementia.	
'Museums on Prescription' Canterbury Christ Church University and	Museums on Prescription is the first scheme of its kind in the UK to tackle health inequalities by directly linking up museums and referrers from health, social care and third sector organisations.	

University College London	New programmes of museum-based, creative activities for lonely, older adults aged 65-94 years at risk of social isolation, have been designed to improve the mental and psychological wellbeing and social inclusion of older adults.	
Recovery Devon CIC	They were awarded £7,500 to create 'Happy to Share My Table' cards that people can use in cafés and other public spaces to let others know that they welcome the company of strangers. The project aims to reduce social isolation and loneliness by enabling people to connect and build positive relationships.	
'Good Neighbours' The Voluntary Organisations Development Agency (VODA) in North Tyneside	The Good Neighbours project recruits, trains and supports volunteers to carry out a variety of practical tasks commonly associated with those carried out by a 'good neighbour'. From small household tasks to helping run errands or assistance with shopping, no long-term commitment is needed from volunteers, just the desire to help local people who need it. Good Neighbours volunteers receive training, support and get together regularly to discuss their role and share experiences	
'The Voice That Makes a Difference' Northampton	They were awarded over £115,000 to bring over 1,000 young disabled people together to enjoy films by providing 24 screenings at local cinemas over three years that include British Sign Language, subtitles and audio description. This will make the cinema accessible to all. The funding will also provide workshops in drama, music and technology to support young people with disabilities to build their confidence and skills.	
'Vintage Vibes' Lifecare Edinburgh and The Broomhouse Centre and Enterprises	Started in 2015, Vintage Vibes tackles isolation and loneliness among over 60s (called VIPs) in Edinburgh by creating long lasting one to one friendships offering support, companionship and the opportunity for VIPs to be more socially connected and active in their local community	

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SCOTTISH BORDERS COUNCIL LOCAL REVIEW BODY

MINUTE of Meeting of the LOCAL REVIEW BODY held in the Council Chamber, Council Headquarters, Newtown St Boswells, TD6 0SA on Monday, 18 November 2019 at 10.00 am

Present:- Councillors T. Miers (Chairman), J. A. Fullarton, S. Hamilton, H. Laing, S. Mountford, C. Ramage and E. Small

Apologies:- Councillors S. Aitchison and A. Anderson

In Attendance:- Principal Planning Officer – Major Applications/Local Review, Solicitor (R. Kirk), Democratic Services Team Leader

1. **REVIEW OF 19/00590/FUL**

There had been circulated copies of the request from Mr and Mrs S. Phaup, per Richard Amos Ltd, to review refusal of the planning application for the erection of a dwellinghouse and agricultural building on land north east of Hoprigshiels Farmhouse, Cockburnspath. The supporting papers included the Notice of Review and associated documents; Decision Notice; Officer's Report; papers referred to in the Officer's Report; Consultations; and a list of policies. Members agreed that although the proposed design of the house was acceptable concern was expressed regarding the proposed location, which was neither part of the farm or the building group. Members further agreed that an unaccompanied site visit would help their consideration of the application and would also allow them to look at the other possible sites which had been discounted by the applicants.

DECISION

AGREED that:-

- (a) **the request for a review had been competently made in terms of Section 43A of the Town and Country Planning (Scotland) Act 1997; and**
- (b) **consideration of the review be deferred to allow Members to visit the site and that the site visit be unaccompanied.**

DECLARATION OF INTEREST

Councillor Ramage declared an interest in the following item of business in terms of Section 5 of the Councillors Code of Conduct and left the Chamber during the discussion.

2. **REVIEW OF 19/00203/FUL**

There had been circulated copies of the request from Hawick Angling Club, Per Roxburghe Home Solutions, to review refusal of the planning application for the replacement of windows at 5-1 Sandbed, Hawick. The supporting papers included the Notice of Review and associated documents; Decision Notice; Officer's Report; papers referred to in the Officer's Report; and a list of policies. Whilst Members were not averse to the use of uPVC as a material, they agreed that the white colouring and thicker dimensions of the window frames and transoms were out of character with both the colour scheme and frame thicknesses of the existing frontage and also other commercial frontages in the Conservation Area. In simply replacing the windows, Members felt that

this would be in conflict with the colour and design of the remainder of the retained frontage and on that basis the decision of the Appointed Officer should be upheld.

DECISION

AGREED that:-

- (a) the request for a review had been competently made in terms of Section 43A of the Town and Country Planning (Scotland) Act 1997;
- (b) the review could be considered without the need for any further procedure on the basis of the papers submitted;
- (c) the proposal would be contrary to the Development Plan and that there were no other material considerations that would justify departure from the Development Plan; and
- (d) the officer's decision to refuse the application be upheld and the application be refused, for the reasons detailed in Appendix I to this Minute.

The meeting concluded at 11.00 am



APPENDIX I

**SCOTTISH BORDERS COUNCIL
LOCAL REVIEW BODY DECISION NOTICE**

**APPEAL UNDER SECTION 43A (8) OF THE TOWN AND COUNTRY PLANNING
(SCOTLAND) ACT 1997**

**THE TOWN AND COUNTRY PLANNING (SCHEMES OF DELEGATION AND LOCAL
REVIEW PROCEDURE) (SCOTLAND) REGULATIONS 2013**

Local Review Reference: 19/00026/RREF

Planning Application Reference: 19/00203/FUL

Development Proposal: Replacement windows

Location: 5 – 1 Sandbed, Hawick

Applicant: Hawick Angling Club

DECISION

The Local Review Body upholds the decision of the appointed officer and refuses planning permission as explained in this decision notice and on the following grounds:

1. The proposal fails to comply with Policies PMD2 and EP9 of the Scottish Borders Council Local Development Plan 2016, and with the advice contained within the Supplementary Planning Guidance: Shop Fronts and Shop Signs 2011, in that its appearance has a significantly adverse and unacceptable visual impact on the character of the building, and is highly detrimental to the character and appearance of Hawick's Conservation Area.

DEVELOPMENT PROPOSAL

The application relates to the replacement of windows to the frontage of the property. The application drawings and documentation consisted of the following:

Plan Type	Plan Reference No.
Location Plan	
Section/Elevation	70mm transom/mullion
Section/Elevation	50mm outer frame
Photograph	Proposed Elevation
Photograph	Existing Elevation
Brochure	

PRELIMINARY MATTERS

The Local Review Body considered the review, which had been competently made, under section 43A (8) of the Town & Country Planning (Scotland) Act 1997 at its meeting on 18th November 2019.

After examining the review documentation at that meeting, which included a) Notice of Review; b) Decision Notice; c) Officer's Report; d) Papers referred to in Officer's Report; and e) List of Policies, and whilst noting the applicant's request for further procedure in the form of a site visit, the Review Body did not require any further procedure and proceeded to determine the case.

REASONING

The determining issues in this Review were:

- (1) whether the proposal would be in keeping with the Development Plan, and
- (2) whether there were any material considerations which would justify departure from the Development Plan.

The Development Plan comprises: SESplan Strategic Development Plan 2013 and the Scottish Borders Local Development Plan 2016. The LRB considered that the relevant listed policies were:

- Local Development Plan policies: PMD1, PMD2, ED3, HD3 and EP9
-

Other Material Considerations

- SBC Supplementary Planning Guidance on Shop Fronts and Shop Signs 2011

The Review Body noted that the proposal was to replace windows forming the frontage of the Hawick Angling Club at 5-1 Sandbed, Hawick, with white uPVC windows as per the submitted plans and brochure. They noted that during the processing of the application, frame thicknesses and transom detailing had been revised.

Members considered the proposals against Local Development Plan Policies PMD2 and EP9 in particular, noting that the property lay within Hawick Conservation Area and that proposals were required to preserve and enhance the character and amenity of the Conservation Area. They agreed with the Appointed Officer that the proposed windows did not meet these requirements and were also not in accordance with the guidance contained in the "Shop Fronts and Shop Signs" Supplementary Planning Guidance which sought more traditional design.

Whilst the Review Body were not opposed to the principle of uPVC as a material, they noted that the white colouring and thicker dimensions of the window frames and transoms were out of character with both the colour scheme and frame thicknesses of the existing frontage and also other commercial frontages in the Conservation Area. In simply replacing the windows, Members felt that this would be in conflict with the colour and design of the remainder of the retained frontage. They also agreed with the Appointed Officer that the proposal created an impression of domesticity which was out of keeping with the ground floor commercial property frontage.

CONCLUSION

After considering all relevant information, the Local Review Body concluded that the development was contrary to the Development Plan and that there were no other material considerations that would justify departure from the Development Plan. Consequently, the application was refused for the reasons stated above.

Notice Under Regulation 22 of the Town & Country Planning (Schemes of Delegation and Local Review procedure) (Scotland) Regulations 2013.

1. If the applicant is aggrieved by the decision of the planning authority to refuse permission for or approval required by a condition in respect of the proposed development, or to grant permission or approval subject to conditions, the applicant may question the validity of that decision by making an application to the Court of Session. An application to the Court of Session must be made within 6 weeks of the date of the decision.
 2. If permission to develop land is refused or granted subject to conditions and the owner of the land claims that the land has become incapable of reasonably beneficial use in its existing state and cannot be rendered capable of reasonably beneficial use by the carrying out of any development which has been or would be permitted, the owner of the land may serve on the planning authority a purchase notice requiring the purchase of the owner of the land's interest in the land in accordance with Part V of the Town and Country Planning (Scotland) Act 1997.
-

Signed....Councillor T Miers
Chairman of the Local Review Body

Date.....26 November 2019

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SCOTTISH BORDERS COUNCIL EXECUTIVE COMMITTEE

MINUTE of Meeting of the EXECUTIVE
COMMITTEE held in the Council Chamber,
Council Headquarters, Newtown St Boswells,
TD6 0SA on Tuesday, 19 November 2019 at
10.00 am

Present:- Councillors T. Weatherston (Chairman), E. Jardine, T. Miers, S. Mountford,
M. Rowley, R. Tatler, G. Turnbull
Apologies:- Councillors S. Aitchison, G. Edgar, C. Hamilton, S. Haslam
Also present:- Councillor S. Bell
In Attendance:- Executive Director (R. Dickson), Service Director Customer & Communities,
Chief Financial Officer, Service Director Assets & Infrastructure, Interim
Service Director Children & Young People, Chief Planning Officer, Democratic
Services Team Leader, Trainee Democratic Services Officer

1. CHAIRMAN

In the absence of Councillor Haslam, Councillor Weatherston chaired the meeting.

2. ORDER OF BUSINESS

The Chairman varied the order of business as shown on the agenda and the Minute reflects the order in which the items were considered at the meeting.

3. MINUTE

There had been circulated copies of the Minute of the meeting of 8 October 2019.

DECISION

APPROVED for signature by the Chairman.

4. MONITORING OF THE GENERAL FUND REVENUE BUDGET 2019/20

- 4.1 There had been circulated copies of a report by the Chief Financial Officer providing the budgetary control statements for the Council's General Fund based on actual expenditure and income to 30 September 2019 and providing explanations of the major variances identified between projected outturn expenditure/income and the current approved budget. The report explained that the last revenue monitoring report, approved by the Executive Committee on the 20 August, noted the significant risks associated with Health & Social Care in delivering a balanced outturn position for 2019/20. Since the last report Corporate Management Team (CMT) had assessed updated financial projections for H&SC. Information prepared with the department indicated significant underlying pressures of £2.518m in excess of budget remain. Those pressures, if not contained, would result in a year end overspend for the Council. Consequently, CMT had developed a series of budget measures designed to bring the revenue account back into balance by 31 March 2020. If those actions were not successful however, or if further unfunded issues emerged, those pressures would result in a year end overspend. The report further explained that the measures identified included settlement of the Scottish Wide Area Network (SWAN) dispute (£0.840m), a further transfer of resources from the Integration Joint Board (IJB) (£0.925m) and a range of actions, highlighted in section 3 to the report, to deliver underspends in other services (£0.753m) to help offset adverse variances projected in Health and Social Care. Taken together those measures allowed a forecast balanced outturn position at 31 March 2020 to be reported for the Council. As the year progressed further pressures were likely to emerge and in anticipation CMT had now instructed a freeze on discretionary expenditure, including managed delays in recruitment to non-frontline posts. Finance staff continued to support managers in their forecasting responsibilities with month-end forecasting tools being automatically emailed out to all

budget managers directly from Business World. Further progress had been made in engaging and training of managers, work continued across the Council to ensure ownership of the budget by managers, their full engagement in the monitoring process and the robustness and accuracy of projections.

- 4.2 The report also explained that good progress was being made in the delivery of savings in the current year as shown in Appendix 4. As at 30 September 2019, 62% (£8.176m) of the savings required by the approved budget had been delivered within the current year. A further 22% (£2.827m) was profiled to be delivered during the remainder of 2019/20 with the remaining 17% (£2.260m) having temporary in-year mitigations to deliver alternative savings. Emphasis during the remainder of 2019/20 needed to be placed on delivering all outstanding savings permanently per the 2019/20 Financial Plan, including those for which only temporary solutions had been found. This was particularly important given the scale of the full year savings required (£13.263m), including those brought forward from 2018/19 requiring permanent solutions and the requirement to deliver ambitious savings plans in future financial years within the Financial Plan. Mr Robertson explained that full details of pressures, risks and challenges and the significant majority of areas of the Council's operation where budget plans remained on track were detailed in Appendix 1 to this report. In response to Members questions, Mr Robertson explained that the pressures in Health and Social Care had arisen through the non-delivery of savings, reduced income from charging and the costs of additional care packages. The service would have a greater focus on budgetary control, improved management of the recovery of income due from clients and measurements would be in place to ensure that additional care packages were not agreed without a source of funding being identified. Mr Robertson also assured Members that there were no concerns with regard to the SWAN contract where a settlement had been reached to compensate for late delivery of services. He further advised that, if there was a risk of further cost pressures emerging as the year progressed or that the savings required to compensate for non-delivery of financial plan savings might not be achieved this would impact on the outturn position. He added that every effort would continue to be made by Service Directors to contain projected spend in the remainder of the year and identified savings were delivered permanently to ensure affordability and budget sustainability. Members noted the position but remained concerned regarding IJB funding.

DECISION

(a) AGREED:-

- (i) the virements as detailed in Appendices 2 and 3 to the report; and**
- (ii) to continue to actively promote a culture of sound financial; management across the Council, and that budget affordability be fully considered in service delivery decisions in order to ensure the ongoing financial sustainability of the Council.**

(b) NOTED:-

- (i) the projected corporate monitoring position reported at 30 September 2019, the pressures identified, the underlying cost drivers of this position and the identified areas of financial risk as reflected in Appendix 1;**
- (ii) the balanced position projected was dependent upon £925,000 being provided by the IJB to support additional costs of care packages being experienced in the current year and instructed the Chief Officer IJB to address this matter through the Integration Joint Board; and**
- (ii) the progress made in achieving Financial Plan savings in Appendix 4.**

5. **MONITORING OF THE CAPITAL FINANCIAL PLAN 2019/20**

There had been circulated copies of a report by the Chief Financial Officer providing an update on the progress of the 2019/20 Capital Financial Plan and seeking approval for virements and the reallocation of funds. The monitoring tables in Appendix 1 to the report detailed actual expenditure to 30 September 2019. Key issues identified in the tables were summarised within the main report. The tables identified a projected net budget variance of £8.224m, which was made up of timing movements into 2020/21 of £10,268m. The most significant of which were Land & Property of £1.6m (including £0.710m asset rationalisation and £0.329m building upgrades), School Estate Block, £1.3m, Dementia Care, £0.4m, Culture & Sport, £0.5m, Great Tapestry of Scotland £2.7m, Borders Innovation Park £2.5m and Regeneration projects, £1m. This timing movement was offset by CFCR for IT equipment, £0.2m and Digital Learning £1.8m expenditure fully funded by capital receipt. Appendix 2 contained a list of the block allocations approved for this year and the various approved and proposed projects to be allocated from them within the 2010/20 Capital Plan. Appendix 3 contained a list of estimated whole project capital costs for single projects which would not be completed in the current financial year. Appendix 4 to this report was presented in private due to expenditure proposed to be incurred by the authority for the acquisition of property and terms proposed by or to the authority in the course of negotiations for a contract for the acquisition of property. Mr Robertson confirmed that a review of the Capital Plan would be undertaken as part of the 2020/21 Financial Planning process and this would allow the Council to better profile spend within the blocks which would optimise available funding for specific projects within the Capital Plan. He further advised that the delay in the relocation of the HQ staff restaurant and main reception had caused a re-programme of the capital block and the demolition of the Old Canteen Building would now take place in Spring 2020. The change in the profile of the school estate block within the capital programme had arisen because of delayed delivery of the programmed works in schools to improve toilet provision and facilities for pupils with additional support needs. The Great Tapestry of Scotland was progressing well and was forecasted to be delivered within the approved budget and completion would now be September 2020. Members noted the large number of projects being undertaken and officers explained to Members the reasons behind any slippage and advised that delays were often caused by third parties and outwith the Council's control. The review to improve the accuracy of the Capital Planning process was welcomed.

DECISION

(a) **AGREED** the projected outturns in Appendix 1 to the report as the revised capital budget and approved the virements required.

(b) **NOTED:-**

- (i) **the budget virements previously approved by the Chief Financial Officer and Service Director Assets and Infrastructure detailed in Appendix 2 under delegated authority;**
- (ii) **the list of block allocations detailed in Appendix 2 to the report;**
- (iii) **the list of whole project costs detailed in Appendix 3 of the report; and**
- (iv) **the update in private detailed in Appendix 4 to the report on the priority regeneration actions and reallocation of Scottish Government Town Centre Funds in year.**

6. **BALANCES AT 31 MARCH 2020**

There had been circulated copies of a report by the Chief Financial Officer providing an analysis of the Council's balances as at 31 March 2019 and details of the projected balances at 31 March 2020. The report explained that the unaudited Council's General Fund useable reserve (non-earmarked) balance was £6.315m at 31 March 2019. The

projected General Fund useable reserve was projected to remain at £6.315m at the 31 March 2020 in line with the Council's Financial Strategy. The total of all useable balances, excluding developer contributions, at 31 March 2020 was projected to be £23.026m, compared to £27.799m at 31 March 2019. As the financial year progressed, earmarked balances to be carried forward to 2020/21 would increase. The projected balance on the Capital Fund of £8.191m would be affected by any further capital receipts, developer contributions, interest credited and any expenditure authorised to be financed from the Fund during the remainder of the financial year.

DECISION

NOTED:-

- (a) the unaudited 2018/19 revenue balances at 31 March 2019;**
- (b) the projected revenue balances as at 31 March 2020 as contained in Appendices 1 & 2 to the report; and**
- (c) the projected balance in the Capital Fund as contained in Appendix 3 to the report.**

7. STRATEGIC HOUSING INVESTMENT PLAN 2020-2025 SUBMISSION

With reference to paragraph 3 of the Minute of 16 October 2018, there had been circulated copies of a report by the Service Director Regulatory Services seeking approval of the Strategic Housing Investment Plan (SHIP) 2020-2025 due to be submitted on line and by hard copy to the Scottish Government by 25 October 2019. The report explained that Local Authorities were required to produce an annual SHIP submission to Scottish Government. Scottish Borders Council, with the involvement of its key partners via the SHIP Working Group, had prepared this SHIP submission. The SHIP articulated how the Council and its Registered Social Landlords (RSL) partners would seek to deliver the Borders affordable housing investment needs and priorities identified in the Council's Local Housing Strategy (LHS) 2017-2022 over a rolling 5 year planning horizon. Homes delivered by 31 March 2021 would be counted towards the Scottish Parliament's target of 50,000 Affordable Homes. The report further explained that based on Resource Planning Assumptions (RPAs) from Scottish Government and resource planning assumptions, RSL partner private sector borrowing and commitment from the Council's Affordable Housing budget, approximately 581 new homes would be delivered during 2019/20 and 2020/21, and potentially up to 1066 new affordable homes over the five-year SHIP 2020-2025 period. This latter figure assumed that all identified challenges and infrastructure issues were resolved in a timely manner, funding was available and that agreement was reached between all interested parties and the construction sector had capacity to deliver projects. SHIP also included a number of new build extra care housing developments in Duns, Galashiels, Kelso, Eyemouth and Hawick. The Chief Planning Officer, Iain Aikman gave an update advised that there were now:-

- 11 RSL projects under construction = 292 units;
- 6 RSL projects at pre site stage = 156 units; and
- 5 RSL projects with planning applications being considered = 52 units.

The current estimated RSL units delivered for 2019/20 were:

- 114 new supply (social rent);
- 1 house purchase (MMR);
- 1 house purchase (social rent);
- 11 OMSE; 8 Rural housing fund

Now showing an updated total of 137.

DECISION

APPROVED the SHIP 2020-2025 for submission to the Scottish Government More Homes Division.

8. **OUR PLAN AND YOUR PART IN IT: SBC'S CORPORATE PERFORMANCE AND IMPROVEMENT REPORT QUARTER 1 2019/20**

8.1 There had been circulated copies of a report by the Service Director Customer & Communities which presented a high level summary of Scottish Borders Council's Quarter 2 2019/20 performance information with more detail contained within Appendices 1 and 2 attached to the report. The report included reporting on the progress of change and improvement projects across Scottish Borders Council (SBC) within the four corporate themes. The report explained that in order to monitor progress against the four themes, a review of performance and context information would be undertaken quarterly and presented to Executive Committee as well as an annual summary in June each year. Section 4 of the report referenced examples of Change and Improvement projects, with further information contained in Appendix 1. These projects were monitored by Corporate Management Team (CMT) and through the SBC Financial Plan and associated monitoring. A summary of any additions or changes made to SBC performance indicators was provided at Section 5 of the report, followed by a high level summary of performance in Section 6 and a schedule of indicators provided for information at Appendix 4. To reflect the significant investment made by SBC, an overview of the work and impact of Police Scotland's Community Action Team was provided at Section 7 and within Appendix 3. During Quarter 2 2019/20, SBC had continued to press ahead a range of innovative approaches which included:

- ended landfill operations at Easter Langlee which meant that the Scottish Borders would meet the Scottish Government's landfill site ban, well ahead of the January 2021 deadline;
- welcomed 32 probationer teachers and 7 student-inductees who would work across Borders schools in the 2019-20 academic year as part of the teacher induction scheme;
- commenced the roll-out of iPads to pupils as part of the Inspire Learning programme, initially at Selkirk High School; and
- launched a second Community Action Team, with Police Scotland.

8.2 The information contained within the report and the appendices was also available on the SBC website. The Service Director Customer & Communities advised that following comments received changes had been made to the format of the report which showed a shorter set of appendices with some graphs removed but had been replaced with clearer information to show at a glance the trends in terms of the performance aligned to the corporate plan and was summarised to show the indicators aligned with Committee information and the Scottish Government Framework. This format would continue to be evolved to improve reporting and would include a number of service areas and would also take into account the audit report. More detailed information would be provided through the Fit for 2024 programme. Members commented on the use of the hands to show the trends and would welcome an alternative way to display this information. In response to a question regarding complaints in respect of the time taken for telephone calls from members of the public being answered, Mrs Craig advised that she was not aware of any issues but would make available to Members the average waiting time performance statistics. Members welcomed the information on the new CAT team and thanked officers for the performance information and recognised the amount of time spent preparing the vast range of information. Members commented that the report was now in a much easier and user friendly format.

**DECISION
NOTED:-**

- (a) the progress update relating to Change and Improvement Projects, referenced in Section 4 and detailed further in Appendix 1;**
- (b) the changes to performance indicators outlined in Section 5 of the report; and**

- (c) the performance summarised in Sections 6 and 7, and detailed within Appendices 1, 2 and 3 and the action that was being taken within services to improve or maintain performance.

9. **PRIVATE BUSINESS
DECISION**

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

SUMMARY OF PRIVATE BUSINESS

10. **MONITORING OF THE CAPITAL FINANCIAL PLAN 2019/20**
Members noted the confidential Appendix relating to paragraph 3 above.

The meeting concluded at 11:50 p.m.

Public Document Pack

SCOTTISH BORDERS COUNCIL TEVIOT AND LIDDESDALE AREA PARTNERSHIP

MINUTES of Meeting of the TEVIOT AND LIDDESDALE AREA PARTNERSHIP held in Hawick High School, Hawick on Tuesday, 19 November 2019 at 6.30 pm

Present:- Councillors N Richards (Chair), W McAteer, C Ramage and G Turnbull, 23 representatives from Partner Organisations, Community Councils and members of the public.

Apologies:- Councillors D Paterson
In Attendance:- Strategic Community Engagement Officer, Locality Development Co-ordinators (G Jardine, K Harrow), Democratic Services Officer. (J Turnbull)

1. WELCOME AND INTRODUCTIONS

Councillor Richards welcomed everyone to the meeting of the Teviot and Liddesdale Area Partnership and introduced Cheryl Fowler, Local Area Coordinator and Shirley Cumming, Paraprofessional, Scottish Borders Council.

2. ORDER OF BUSINESS

The Chairman varied the order of business as shown on the agenda and the Minute reflects the order in which the items were considered at the meeting.

3. OPEN FORUM

- 3.1 It was advised that the Electric Vehicle Charging Point at Newcastleton required servicing and there was now a delay in charging vehicles. It was also highlighted that SB Cares' electric vehicles were not equipped with their own chargers, which wasn't practical and causing challenges for carers and their clients. Officers would refer the issues to the Street Lightening Team Leader and SB Cares' Service Development Manager.
- 3.2 The Passenger Transport Manager had advised of a new government fund available for community groups to lease their own vehicles. An update was requested by Newcastleton Community Council. Denholm Community Council also requested an update on the funds available to communities to organise their own community transport system.
- 3.3 Dark Sky – Newcastleton Community Council were keen to progress this strategy and would require to submit an application for funding to the community fund towards the costs of progressing the project. Newcastleton CC would schedule a meeting with other interested community councils to discuss the project and funding required. (Denholm, Upper Teviotdale & Borthwick Water, Hobkirk and Southdean community councils were interested in participating).
- 3.4 The Audit Commission's Best Value Assurance Report of Scottish Borders Council had been published. The report recommended that performance reporting required to be more comprehensive and include actions taken. Ms Jardine advised that a report on the Audit Commission's recommendations would be presented to Council on 19 December, and would include an action plan. An update would be provided at the next meeting.
- 3.5 Area Partnership/Community Fund consultation - Ms Malster explained that a report would be presented to Council detailing the outcome and recommendations from the consultation. An update would be presented to the next meeting.

- 3.6 Pines Burn and Windy Edge Wind Farm appeals - Southdean Community Council gave an update on a court case in England which might affect changes to planning application in the future.
- 3.7 Locality Working Groups – it had been advised that these would be reinstated to develop the Health and Social Care Integration action plan. It was requested that an update be provided from the Chief Officer.
- 3.8 Safeguarding Scotland’s Remote & Rural Communities Consultation – It was queried why the Council had not responded to the consultation on the proposed Bill which would give powers to help smaller remote rural communities. The Chairman would take forward and advise accordingly. A list of remote rural communities would also be circulated.

4. FEEDBACK FROM PREVIOUS MEETING OF 17 SEPTEMBER 2019

The Minute of the Meeting of the Teviot and Liddesdale Area Partnership held on 17 September 2019 had been circulated. A summary of the discussion and a review of priorities identified in the draft Teviot and Liddesdale Locality Plan had been attached as an Appendix to the Minute. A range of comments were made including: improving communication, revisiting existing service reviews and working with partner organisations, such as the NHS, to sync appointments. The Chair advised that since the meeting, Bus Users Scotland had carried out a consultation in Hawick and Newcastleton. The feedback from which would be shared at the next meeting.

5. TEVIOT AND LIDDESDALE LOCALITY PLAN - HEALTH, CARE AND WELLBEING - REDUCING ISOLATION AND SOCIAL LONELINESS

- 5.1 Scottish Borders Council Local Area Co-Ordinator and Paraprofessional, Shirley Cummings were in attendance to give a presentation on reducing isolation and social loneliness in the Scottish Borders. Ms Fowler began by advising that the community capacity building team focused on older adults (from age 50 years) to encourage social and physical activities in the community. In each town in the borders, various groups had been set up, such as lunch clubs and gentle exercise classes which helped reduce isolation. Ms Fowler explained that in Hawick there was already many activities in place. However, one of the projects with which she had been involved, was the Trishaw project which would enhance the quality of life for the elderly in and around Hawick. Other projects such as an indoor curling group in Newcastleton and Hawick afternoon dance club had proved successful. However, volunteers were needed to keep these projects running and to enhance them and take forward. Ms Fowler went on to explain that when someone was referred to the team, her role was to find out what they could access in their local community. This might be advising of clubs in their locality that they might enjoy, or supporting them to attend activities. Ms Fowler concluded by advising that the four key areas to reducing isolation were: partnership working with organisations; strategies to engage with potential volunteers; setting up a befriending organisation in Hawick; and, transportation to get people connected.
- 5.2 Ms Cumming then gave an overview of What Matter’s Hub explaining that the Hub was where people from the community could access information, advice and support to help them remain in their own homes or get involved in the community. At the Hub, which was situated in the Heart of Hawick, they were also able to meet with voluntary groups, social workers and occupational therapists. Ms Cumming explained that her role was to have effective conversations with people to find out their strengths, existing support and what community groups might assist. She was also able to put in place care packages (up to four hours per week). Ms Cumming explained that this might involve putting someone in touch with the right organisation or activity and gave an example of the assistance provided to a gentleman to attend a regular music event. The project was still evolving but the Hubs were in every locality throughout the Scottish Borders, with one in Newcastleton and one proposed for Denholm.

- 5.3 The Federation of Village Halls representative was in attendance and made a request for volunteers to help the community with transportation.
- 5.4 Following the presentation, the Chairman invited those present to take part in a round table discussion about reducing isolation and social loneliness in terms of potential options, solutions and actions within communities. There was templates on the tables to aid the discussion on which points should be recorded. A summary of the output of the discussion is attached as an appendix to this Minute.
6. **TEVIOT AND LIDDESDALE COMMUNITY FUND**
- 6.1 The Locality Development Co-Ordinator, Gillian Jardine, referred to documents which had been circulated and which were available at the meeting, which gave an overview of the Interim Community Fund and internal and external funding maps for Teviot and Liddesdale area. She explained that there was a total 2019/20 budget allocation of £174,308 for the Teviot and Liddesdale Community Fund. Within this fund, after committed allocations of £7,000 for Community Councils; £12,550 to Local Festivals; £4,729 to Village Halls; there was an available balance of £150,029 remaining in the Fund. Regarding the committed allocations, Ms Jardine explained that these would remain for the 2019/20 financial year. However, would be reviewed as part of the Area Partnership/Community Fund consultation. Details of applications to the Teviot and Liddesdale Community Fund had been circulated.
- 6.2 The first application, from Alchemy Film & Arts, requested £9,925 to part fund Once Upon a Time in Hawick – an exploration of the identities and stories of Hawick through film. A representative from Alchemy was in attendance and gave a short introduction to the project. The Partnership unanimously approved the application. However, requested that as the project brought visitors into the town, consideration should be given to providing assistance from economic development to provide support for Alchemy in the future
- 6.3 It was agreed to approve the application for £9,925.00 from Alchemy Film & Arts
- 6.4 The second application, from The Borders Green Team Enterprises (BGT) requested £4,948.20 to purchase new and updated garden machinery to replace BGT's existing equipment which was old and beyond repair. The Partnership unanimously approved the application.
- 6.5 It was agreed to approve the application for £4,948.20 from The Borders Green Team Enterprise.
- 6.6 It was noted that there was still £134k budget available. Ms Jardine explained that applications needed to be submitted by mid-January for consideration at the next meeting and confirmed that match funding for projects was permissible and that any funding granted could be spent in the 2020/21 financial year. The Partnership requested that as decision making was constrained because of the General Election, that Council considered ring fencing any remaining funds for the next financial year. Ms Malster explained that this would be a decision for Council when considering the report on the Area Partnership/Community Fund consultation.
7. **COMMUNITY EMPOWERMENT ACT UPDATE - EASY READ PACK**
Ms Jardine advised that work was in progress on providing accessible information on the Act which would be shared at the next meeting. The Bridge requested that they be part of this development.
8. **FUTURE AGENDA ITEMS FOR TEVIOT AND LIDDESDALE AREA PARTNERSHIP**
The Chairman asked the meeting for any suggestions/proposals for future agenda items or any items to be submitted to Ms Jardine for the next meeting. It was requested that the layout of the room be changed so that the group could participate as a whole in any discussion and share issues or examples of good practice. It was also asked that an audit identifying actions taken as a result of the meetings be circulated.

9. **DATE OF NEXT MEETING**

The next meeting of the Teviot and Liddesdale Area Partnership was scheduled for Tuesday, 18 February 2020. Councillor Richards thanked all those who had attended the meeting for their participation.

The meeting concluded at 8.30 pm

Teviot and Liddesdale Locality Plan – Health, Care and Well-being: Social Isolation and Loneliness

Suggestions made:

- Improve communication and visibility of local groups and services
- Multi-use venues and facilities, including new school campuses
- Increase number of leisure activities, including dementia friendly walks
- Have more family events
- Have community champions
- Talk to your neighbours
- Have more informal volunteering
- Support people to develop their digital skills & offer better access to the internet
- Improve community transport so people can access groups
- Expand outreach services eg What Matters Hubs

Identify what the gap is (e.g. age group, geographical area)?	What can be done to address the identified gap?	Who would take this forward – we need key champions/organisations	What support would be needed (financial, time, resources etc), and what would this look like?	What would the benefits be to the community/individuals?
Communication of what services are available	Find out which services know about the What Matters Hubs	WMH staff to visit organisations to promote their service	time	
	Annual Directory of what services are available in TD9 (both printed and digital versions) – similar to the Hawick Trade Directory		Printing costs Time Buy in from organisations	
	Increase the number of ‘cup and chat’ tables in cafés			
	Council etc. need to improve communication strategies to make sure they aren’t frightening people with their messages on changes to public	SBC Officers / Communication dept Local media SB Connects could be used to reinforce communication on a particular topic		

	services – newspaper headlines can cause fear and panic			
	Contact less obvious groups – ie local sports clubs - to share messages on how people can access support			
	Need a network to bring people together as many groups and services don't have contact with one another			
Make sure that we don't just focus on rural isolation. Urban community members can also feel isolated	Use underspend of community fund budget or other budgets to help pay for transport/staff costs that would help support those isolated in our community to attend community events Can we look at sharing journeys to reduce costs	Community Fund. Local area co-ordinator – aware of what's on Red cross mapping	Finance Transport costs	We look at isolation as a whole.
Family Circumstance (Lone Parent)	Identify groups that those vulnerable in our community can attend. Link these families/parents with a befriending project Have a better understanding and knowledge about what's what's on	SBCconnect -> can we promote a what's on guide in this newspaper that will reach every household. Communities and partnerships team to follow up creating a 'whats on guide' Red cross to share their activity mapping	Finance for letter drop	Communities more aware of what they can attend. Word of mouth helps.
Transport	E-Cars subsidised taxis More volunteer drivers please.			

Transport is essential to get people to events/hubs	Community transport people giving lifts			
Whole Community	Community Newsletter			
Rurality impacts on children and young people's mental health as they can't engage with peers	Groups that are able to work with children and young people need a workers living and working in the community to ensure activities take place		Project worker available locally	Address mental health issues in children and young people
Community reliant on public transport	Increase the passenger capacity	Border Buses SBC	Link up Bus services and ensure there is enough passenger capacity.	Remove exclusion of bus users (those who are reliant on public transport).

CASE STUDIES – EXAMPLES FROM ACROSS THE COUNTRY		
'Community Connections' – Outside the Box	Community Connections is a new project that is based in two rural areas in Scotland: – Eaglesham and Waterfoot in East Renfrewshire – Brechin, Edzell and the Northern Glens in North Angus Community Workers will bring together groups, activities and services that are used by the whole community, particularly older people and people who may feel isolated or disconnected from their community. In North Angus, we are also working alongside groups and services that support people living with dementia.	
'Museums on Prescription' Canterbury Christ Church University and	Museums on Prescription is the first scheme of its kind in the UK to tackle health inequalities by directly linking up museums and referrers from health, social care and third sector organisations.	

University College London	New programmes of museum-based, creative activities for lonely, older adults aged 65-94 years at risk of social isolation, have been designed to improve the mental and psychological wellbeing and social inclusion of older adults.	
Recovery Devon CIC	They were awarded £7,500 to create 'Happy to Share My Table' cards that people can use in cafés and other public spaces to let others know that they welcome the company of strangers. The project aims to reduce social isolation and loneliness by enabling people to connect and build positive relationships.	
'Good Neighbours' The Voluntary Organisations Development Agency (VODA) in North Tyneside	The Good Neighbours project recruits, trains and supports volunteers to carry out a variety of practical tasks commonly associated with those carried out by a 'good neighbour'. From small household tasks to helping run errands or assistance with shopping, no long-term commitment is needed from volunteers, just the desire to help local people who need it. Good Neighbours volunteers receive training, support and get together regularly to discuss their role and share experiences	
'The Voice That Makes a Difference' Northampton	They were awarded over £115,000 to bring over 1,000 young disabled people together to enjoy films by providing 24 screenings at local cinemas over three years that include British Sign Language, subtitles and audio description. This will make the cinema accessible to all. The funding will also provide workshops in drama, music and technology to support young people with disabilities to build their confidence and skills.	
'Vintage Vibes' Lifecare Edinburgh and The Broomhouse Centre and Enterprises	Started in 2015, Vintage Vibes tackles isolation and loneliness among over 60s (called VIPs) in Edinburgh by creating long lasting one to one friendships offering support, companionship and the opportunity for VIPs to be more socially connected and active in their local community	

SCOTTISH BORDERS COUNCIL AUDIT AND SCRUTINY COMMITTEE

MINUTE of Meeting of the AUDIT AND SCRUTINY COMMITTEE held in the Council Chamber, Council Headquarters, Newtown St Boswells on Monday, 25 November 2019 at 10.00 am

- Present:- Councillors S. Bell (Chairman), H. Anderson, S. Hamilton (Vice-Chairman), N. Richards, H. Scott, S. Scott, and for Audit Business Ms H. Barnett and Mr M Middlemiss.
- Apologies:- Councillors K. Chapman, J. A. Fullarton and E. Thornton-Nicol
Also present:- Councillor J. Brown
In Attendance:- Service Director Customer & Communities, Lead Education Officer (L. Munro) Jane Hogg, Director of Commercial Services, Live Borders, Clerk to the Council, Democratic Services Officer (F. Walling).

ADJOURNEMENT

Due to misunderstanding about the time that the Petition, under Item 5 of the agenda, would be heard, the petitioner was not present. After a brief discussion the Chairman postponed the start of the meeting to 10:45 am.

1. **MINUTE**
1.1 There had been circulated copies of the Minute of the Meeting held on 24 October 2019.

DECISION

APPROVED for signature by the Chairman.

- 1.2 The Chairman referred to the subject of the petitions heard at the meeting on 24 October 2019 and in particular to the decision under paragraph 3.6 of the Minute. He explained that a third petition, about a playpark at Chirnside, had been received by the Council. In accordance with the Petitions Procedure, the Chairman advised that it would be inappropriate to for this petition to be heard by the Committee, as it was similar in content to the Kelso and Hawick playpark petitions which had already been heard. The decision of the Audit & Scrutiny Committee would be considered by Council on 19 December 2019 and the third playpark petition referred to officers to follow up in parallel.

DECISION

NOTED

SCRUTINY BUSINESS

2. **PETITION**
2.1 **Petitions Procedure**
There had been circulated copies of an extract from the Audit and Scrutiny Committee Petitions procedure and the Chairman asked for this to be noted. The Chairman welcomed to the meeting lead petitioner Dr Marianne Bampkin and also Ms Georgiana Craster. He apologised for the confusion about the start time and thanked them for their flexibility.
- 2.2 **Petition – Jedburgh Library and Contact Centre**
There had been circulated copies of a petition entitled “The retention of a Library Service and Contact Centre at the Carnegie Library in Jedburgh”, which had received 157 signatures and was in response to the Council’s proposal to relocate the Library Service and Contact Centre to the new Jedburgh Grammar Campus. There had also been

circulated copies of a briefing note by the Service Director Customer & Communities in response to the petition. It was stated within the petition that the people of Jedburgh wished to retain the library service and contact centre in the current building rather than re-locating to Jedburgh Grammar Campus (JGC). The reasons given were that:

- the proposed location was unsuitable, being hard to access for many council residents;
- the proposed space was too small to comply with Scottish Library and Information Council's (SLIC) public library strategy;
- the current heritage building was given to the town as a library for every resident; and
- left vacant, the building would become a liability.

It was suggested that the consequences of relocation would be: detrimental to the health and social welfare of residents; the economic health of the town would be impaired; Scottish Borders Council would not be delivering an excellent public service; and culture and creativity would be impaired. The statement went on to say that each resident of Jedburgh had a right to access information and Council services but that right would be withdrawn from them if the library was removed from the town centre. Vehicular access to the JGC was limited and pedestrian access to the steep hillside location would not be possible for older and vulnerable people. It was suggested that the proposed space with limited access to books and computers left little opportunity for residents to increase their knowledge and improve their health, social welfare and well-being. Footfall in both the library and the High Street would drop and ultimately the Council would incur costs spent on health and social welfare and the safety of the vacant building.

2.3 The Chairman invited the petitioners to present the petition. Dr Bampkin introduced herself as an expert in library and librarian information and a resident of Jedburgh. She said she was representing the views of residents of the town and surrounding villages. She explained that although there had been a consultation on the plans to establish a campus, the proposal to move the contact centre and library services from the town centre to the campus came as a surprise to local residents. There were three main causes for concern: the Council would be moving services that were currently central, integrated and easy to access; local shops and businesses were worried about drop in foot fall in the town centre; and Jedburgh was proud of the Carnegie building and was concerned about it going out of use. Dr Bampkin also felt that there may be a psychological barrier for older people to go out of the town centre to a school campus where they may not feel welcome. Ms Craster explained that there had also been on-line names and comments in support of the petition making a total of 354 signatories. She referred to an ageing population in Jedburgh and the proximity of retirement homes to the existing library and a sentimentality about the Carnegie building. When the Council was looking for ways to keep the High Street open she believed it was a contradiction to move these services to the campus. Ms Craster referred to a feasibility study, proposed by the Council, into finding a sustainable future for the building and asked for a delay in the move, of at least a year. This would enable the Community Council, which was interested in the building, to come up with ideas, look for volunteers to run the library and enable an appropriate solution to be found.

2.4 In response to Members' questions on the geographical location of the campus in relation to residential areas and the suggestion that there were more residents in the area of the proposed new location for the library than around the existing location, the petitioners accepted that the campus was nearer to houses on the east side of the Jed Water but maintained that the way the campus was laid out did not make it easy for people to walk there. In terms of any background consultation to the petition, Dr Bampkin referred to the on-line petition and explained that she had spoken to people in villages out-with the town who had a preference for the Jedburgh library over libraries in other nearby towns. Dr Bampkin referred again to the social aspect of the library and the concept of a safe space to which anyone could go. There was more to a library than the physical aspects and groups of all ages often required help to work digitally. The petitioners agreed that the Contact Centre was also important, even if available just once a week for people in the town. In answer to a question from the Service Director about the advantage of longer

availability of access to these services in the new campus, Dr Bampkin was concerned that there may be times when access for adults would be restricted due to other activities and that organisation of books may lead to a dispersal of material which was beneficial to the school at the expense of the community.

- 2.5 In attendance to present the Council's response to the petition were Jenni Craig, Service Director Customer & Communities and Lesley Munro, Lead Education Officer. Also present was Jane Hogg, Director of Commercial Services, Live Borders, who was working on a future vision for libraries. With reference to the Briefing Note which had been circulated, Mrs Craig highlighted the drivers for change behind Scottish Borders Council's Fit for 2024 programme. Within a five-year financial plan, the challenge was how to deliver services in a different way whilst making the best use of combined resources. Customer demand and expectations were also changing and there were huge opportunities to grasp. There had been significant investment in the Jedburgh Grammar Campus and this presented an opportunity to redesign services. For instance it was expected that the demand for the Contact Centre would diminish and there would be increased demand for digital services within the library. If it continued to operate separately, the library service in Jedburgh would be vulnerable in terms of resourcing and opening hours. In addition to longer hours, integration offered access to social interaction and complementary services from the Council and partners, for example there would be an integrated café. Mrs Craig then summarised the response outlined in the paper to the four specific points contained within the petition statement. With regard to the campus location, the project delivery team was specifically looking at access which included a review of transport routes and seeking opportunities to enhance provision. The property engagement event highlighted that for some residents the new location would be easier to access. The expansion of opening hours and further promotion of digital services would also improve accessibility. In terms of space the SLIC did not have guidance on the design of libraries. A short video giving a virtual tour of the entrance and relevant area of the new campus was shown. It was emphasised that the library and contact centre services would not be restricted to only the fixed areas shown on the plans but there were large, flexible areas within the campus that the community could use. It was acknowledged that the current heritage building was important to the town but there were no restrictions on title and the property could be sold by the Council. Through engagement with the community and via a feasibility study the Council was trying to find a sustainable future for the building. Ms Hogg, whilst recognising the concern expressed around maintaining adult engagement in the library, highlighted opportunities presented at the new location based around the breadth of services on offer, for example around mental health and well-being. It was stressed that the public would also have access to subject specific books and material located around school departments.
- 2.6 Officers answered questions from the Members and from the petitioners and Members discussed what they had heard. With regard to mobile library services, Ms Hogg explained that digital services were being introduced into the mobile service and a review was being carried out with the aim of better utilising the vans available. With regard to whether the current building was fit for purpose, it was pointed out that it was not fully accessible and that the new building could facilitate more in terms of the breadth of services offered from a modern and evolving library service. Borrowing facilities would be available at all times that the new campus building was open which was potentially 7 days per week and 50 weeks of the year. The public consultation around proposals for the JGC was referenced. Mrs Munro explained that the vision statement included the aim of a 'one-stop shop' and a shared understanding to offer all Council and partner services from the same location. However, Ms Craster emphasised that residents had not been aware that this implied closure of the Town Hall and library. Members agreed that the consultation with the community appeared to lack clarity in some specific areas and that this was regrettable. In terms of timescale the construction of the campus was well underway with opening scheduled for April 2020.

- 2.7 After further discussion Councillor Anderson, seconded by Councillor Harry Scott, proposed that the petition be referred to the Service Director Customer and Communities with the recommendation that during the months of January to March 2020 a consultation be carried out with the Jedburgh Community Council and local community to address the concerns raised. Councillor Hamilton asked if, as an amendment, the re-location of the services could be delayed until 1 July 2020 to allow a longer period for consultation. The Clerk to the Council advised that, due to the impact of such a delay on the budget and staffing, a proposal to delay beyond the campus opening date would require approval from full Council. Councillor Hamilton withdrew his amendment. Councillor Sandy Scott proposed that the issues raised in the petition did not require further action but there was no seconder to this proposal.
- 2.8 The Chairman thanked Dr Bampkin and Ms Craster for presenting the petition and the officers for their input.

DECISION

AGREED to refer the petition to the Service Director Customer and Communities with the recommendation that, during the months of January to March 2020 and prior to the opening of the JGC, a consultation be carried out with the Jedburgh Community Council and local community to address the concerns raised.

AUDIT BUSINESS

Ms H. Barnett and Mr M. Middlemiss, the Chief Financial Officer, Chief Officer Audit & Risk and Pensions & Investment Manager joined the meeting.

ADJOURNEMENT

The meeting was adjourned at 12.20 pm for an informal briefing seminar on Treasury Management delivered by Richard Dunlop, prior to consideration of the Mid-Term Treasury Management Performance Report 2019/20 at Item 3 below.

The meeting re-convened at 1:30 pm

3. TREASURY MANAGEMENT MID-YEAR REPORT 2019/20

There had been circulated copies of a report by the Chief Financial Officer presenting the mid-year report of treasury management activities for 2019/20 in line with the requirements of the CIPFA Code of Practice, including Prudential and Treasury Management Indicators, and seeking comments from Audit and Scrutiny Committee prior to consideration of the report by Council. This provided a mid-year report on the Council's treasury activity during the six month period to 30 September 2019 and demonstrated that Treasury activity in the first six months of 2019/20 had been undertaken in full compliance with the approved Treasury Strategy and Policy for the year. Appendix 1 to the report contained an analysis of the performance against the targets set in relation to Prudential and Treasury Management Indicators, and proposed revised estimates of these indicators in light of the 2018/19 out-turn and experience in 2019/20 to date for Council approval. The Pensions & Investment Manager referred to summaries of the Council's Capital Expenditure and Financing outlined in the report. The current approved budget for 2019/20 (£62.2m) was higher than the original budget (£52.7m) due to adverse timing movements from February 2019 to 31 March 2019 in areas of the capital plan and additional grant received. Detailed explanations of the movements within the planned expenditure had been reported in the ongoing monitoring reports. The summary went on to list the key drivers for the 2019/20 changes. The Capital Financing Requirement (CFR) had been re-calculated in light of the changes to the capital plan and the fixed asset and reserve valuations in the Council's accounts for the year ending 31 March 2019 resulting in a variance of £11.4m in the CFR. In terms of actual external debt the figures provided showed that the Council's actual debt levels were well within the operational boundary. This was primarily driven by the tactical measures which used the Council's surplus cash-

flows to finance capital expenditure minimising the need to enter into additional debt financing arrangements. Members asked questions and expressed some concern about the slippage within the capital programme. It was noted that the adverse timing movements may result in less than optimal use of the capital resource available. In terms of revision of the capital programme, the Chief Financial Officer referred to the opportunity to make adjustments when quarterly monitoring reports were presented to the Executive Committee and also advised that a review of the capital process and delivery of the capital plan was currently being carried out.

DECISION

AGREED:-

- (a) **to note that treasury management activity in the six months to 30 September 2019 was carried out in compliance with the approved Treasury Management Strategy and Policy;**
- (b) **that the Treasury Management Mid-Year Report 2019/20, as contained in Appendix I to the report, be presented to Council for approval of the revised indicators; and**
- (c) **to note that there would be a report to Council in January 2020 on the review of the Corporate Capital Strategy and its delivery process.**

4. RISK MANAGEMENT IN SERVICES

The presentation by the Chief Financial Officer was deferred and would be rescheduled to take place at the start of the next Audit Committee meeting.

DECISION

NOTED

5. INTERNAL AUDIT MID-TERM PERFORMANCE REPORT 2019/20

With reference to paragraph 10 of the Minute of 11 March 2019, there had been circulated copies of a report by the Chief Officer Audit & Risk to inform of the progress Internal Audit had made, in the first 6 months of the year to 30 September 2019, towards completing the Internal Audit Annual Plan 2019/20. It also summarised the statutory obligations for Internal Audit and requirements of the Public Sector Internal Audit Standards (PSIAS). The Internal Audit Annual Plan 2019/20 that was approved by the Audit and Scrutiny Committee on 11 March 2019 set out the audit coverage for the year utilising available Internal Audit staff resources to enable the Chief Officer Audit and Risk (the Council's Chief Audit Executive (CAE)), to provide the statutory annual Internal Audit opinion regarding the adequacy and effectiveness of internal control within the Council. Internal Audit assurance services and annual opinions were also provided to the Board of SB Cares, the Scottish Borders Pension Fund Board and Committee, and the Scottish Borders Health and Social Care Integration Joint Board to meet their obligations. Appendix 1 to the report provided details of the half-yearly progress by Internal Audit with the delivery of its programme of work. Internal Audit had made good progress in the first half of the year, despite extraordinary staff sickness absence during that period, and was currently on target to complete its Annual Plan 2019/20 subject to full staff attendance in the second half of the year. In response to a question the Principal Internal Auditor confirmed that where there was pressure on staffing levels the Internal Audit work was prioritised according to risk to the Council. The Chief Officer Audit & Risk also referred to an External Quality Assessment every five years, required by PSIAS, by which the Council's internal self-assessment would be subject to a peer review process in 2020.

DECISION

AGREED to note the progress Internal Audit had made towards completing the Internal Audit Annual Plan 2019/20 and to confirm satisfaction with the Performance of the Internal Audit service.

6. PROGRESS WITH IMPLEMENTATION OF INTERNAL AUDIT RECOMMENDATIONS

With reference to paragraph 5 of the Minute of 27 November 2019, there had been circulated copies of a report by the Chief Officer Audit & Risk providing an update to Members of the Audit and Scrutiny Committee on the status of the implementation by Management of audit recommendations made and agreed in Internal Audit reports during 2019/20 and previous years. A table within the report highlighted the current status of Internal Audit recommendations from current and previous years and further details on those recommendations not yet fully implemented were shown in Appendix 1 to the report. A further update on progress with the implementation of Internal Audit recommendations would be included within the Internal Audit Annual Assurance Report 2019/20 for Scottish Borders Council which was scheduled for presentation to the Audit and Scrutiny Committee in May 2020. Members received answers to their questions about particular recommendations which were overdue, as detailed in the Appendix to the report. A general comment was also made about the notes against each recommendation in terms of the value of information provided to the Committee. The Chief Financial Officer confirmed that there was a corporately agreed process in place for the implementation of Internal Audit recommendations and that this was expected to be followed by managers. It was agreed that there should also be an escalation process in place with respect to critical audit recommendations that were not followed up within the agreed timescale.

DECISION

AGREED:-

- (a) to acknowledge the progress made by Management in implementing Internal Audit recommendations to improve internal controls and governance, and mitigate risks;**
- (b) that the Committee was not particularly satisfied with the progress;**
- (c) to request that the Corporate Management Team determine an escalation process to address those Internal Audit recommendations not completed within the agreed timescale; and**
- (d) to note that Internal Audit would continue to monitor for completion of the outstanding recommendations and would provide update reports to the Audit & Scrutiny Committee.**

7. INTERNAL AUDIT WORK TO OCTOBER 2019

With reference to paragraph 7 of the Minute of 23 September 2019, there had been circulated copies of a report by the Chief Officer Audit & Risk providing details of the recent work carried out by Internal Audit and the recommended Audit actions agreed by Management to improve internal controls and governance arrangements. The work Internal Audit had carried out in the period from 3 August to 1 November 2019 associated with the delivery of the approved Internal Audit Annual Plan 2019/20 was detailed in this report. During this period a total of 3 Final Internal Audit Reports had been issued. There were 2 recommendations made associated with 1 of the reports. An Executive Summary of the final Internal Audit reports issued, including audit objective, findings, good practice, recommendations (where appropriate) and the Chief Officer Audit and Risk's independent and objective opinion on the adequacy of the control environment and governance arrangements within each audit area, was shown in Appendix 1 to the report. On request by the Chief Executive, as part of its Consultancy work, Internal Audit had examined and evaluated at a high level the objectives, benefits and expected outputs from the original

business case for SB Cares, identified and evaluated the mechanisms in place to review how SB Cares was performing and how it fit with Council and communities' priorities, and considered any changes in the operating context from the assumptions made in the original business case. In response to a question about any change expected in resource commitment from Internal Audit to the provision of Adult Social Care Services once these services were integrated back into the Council, the Chief Officer Audit & Risk expected some but not significant change. The officers answered questions about the key findings and two recommendations relating to Attendance Management outlined within the Appendix. In terms of the recommendations Members suggested that the responsibility to implement the necessary training to reflect current systems and practices in place for attendance management, particularly in relation to Business World, should not be just the responsibility of HR. The Principal Internal Auditor was asked to arrange for support to the Service Director HR in implementing the recommendations by ensuring that attendance procedures were followed up at Department Management Team level.

**AGREED:-
DECISION**

- (a) to note the final assurance reports issued in the period from 3 August to 1 November 2019 associated with the delivery of the approved Internal Audit Annual Plan 2019/20;**
- (b) to note the Internal Audit Assurance work in progress and Internal Audit Consultancy and other work carried out in accordance with the approved Internal Audit Charter; and**
- (c) to acknowledge the assurance provided on internal controls and governance arrangements in place for the areas covered by this Internal Audit work.**

8. ANNUAL ASSURANCE STATEMENT 2018/19 TO SCOTTISH HOUSING REGULATOR

There had been circulated copies of a report by the Service Director Customer & Communities seeking approval of an Annual Assurance Statement 2018/19 in respect of landlord services provided by the Council for submission to the Scottish Housing Regulator. Homelessness Services Manager, David Kemp, joined Mrs Craig to present the report. In 2019, the Scottish Housing Regulator revised its Regulatory Framework. This placed a new requirement on all social landlords to submit an Annual Assurance Statement to the Regulator by the end of October each year. Mrs Craig explained that as Scottish Borders Council was a housing stock transfer local authority, it was subject to submitting a Statement that was considerably less involved than an asset-owning authority. However, the Council was responsible for Homelessness Services provision in the Scottish Borders and must give assurance in this area. The Annual Assurance Statement 2018/19, at Appendix 1 to the report, was designed to meet this new requirement of the Regulator. The Annual Assurance Statement was informed by a Summary Statement of Self-Assessment of Compliance against Regulatory Framework, included as Appendix 2 to the report. It was the opinion of the Service Director that, although there were a few areas of work to be completed for full compliance with the revised Regulatory Framework, the overall arrangements in respect of landlord services provided by the Council were operating satisfactorily. Mr Kemp referred to Appendix I where it was noted that, in terms of the provision of Minimum Site Standards for Gypsy/Traveller sites, Scottish Borders Council was one of a number of local authority areas that did not meet the standards by the deadline of June 2018, however there was a Remedial Plan in place for meeting the Standards in full and the Council was liaising with the Scottish Housing Regulator with regard to progress on this.

**DECISION
AGREED:-**

- (a) to note the details of the Annual Assurance Statement 2018/19 in respect of landlord services provided by the Council, as detailed in Appendix 1; and to acknowledge the actions identified by management to improve arrangements; and
- (b) to approve that the Annual Assurance Statement 2018/19 be submitted to the Scottish Housing Regulator.

9. **SB CARES LLP & SB SUPPORTS LLP ANNUAL ACCOUNTS 2018/19**

With reference to paragraph 5.2 of the Scottish Borders Council Minute of 26 September, 2019, there had been circulated copies of a report by the Chief Operating Officer, SB Cares, presenting copies of the SB Cares LLP and SB Supports LLP audited annual accounts for 2018/19, which were attached as Appendices. Chief Operating Officer, Jen Holland, was in attendance and explained that the SB Cares accounts approved by Council were unsigned at that point due to KPMG, the LLP's External Auditors, identifying a consistency issue with actuarial valuation of the pension fund liabilities for SB Cares late in the audit process. A further actuarial report was requested from Hymans Robertson and the accounts were subsequently signed on 30 October 2019. There was no adjustment to the consolidated Council accounts as reported. The annual reports narratives had been updated to reflect the decision of Scottish Borders Council on 26 September 2019 to reintegrate SB Cares back into Scottish Borders Council. To that end, in line with accountancy standards, the accounts were prepared on a not going concern basis in light of the decision that SB Cares would cease and not operate for another 12 months from the date of signing the accounts. KPMG had identified five recommendations requiring action and these were outlined in the covering report. These had been accepted by Management and would be dealt with as a result of the transfer to SBC.

DECISION

NOTED:-

- (a) the SB Cares LLP audited Annual Accounts for the year to 31 March 2019;
and
- (b) the SB Supports LLP audited Annual Accounts for the year to 31 March 2019.

The meeting concluded at 2.50 pm