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

6.	<p>Committee Minutes (Pages 3 - 64)</p> <p>Consider Minutes of the following Committees:-</p> <table data-bbox="261 748 1177 1084"><tr><td>(a)</td><td>Peebles Common Good Fund</td><td>24 February 2021</td></tr><tr><td>(b)</td><td>Chambers Institution Trust</td><td>24 February 2021</td></tr><tr><td>(c)</td><td>Major Contract Governance</td><td>2 March 2021</td></tr><tr><td>(d)</td><td>Pension Fund</td><td>4 March 2021</td></tr><tr><td>(e)</td><td>Audit & Scrutiny</td><td>8 March 2021</td></tr><tr><td>(f)</td><td>Hawick Common Good Fund</td><td>16 March 2021</td></tr><tr><td>(g)</td><td>Galashiels Common Good Fund</td><td>18 March 2021</td></tr><tr><td>(h)</td><td>Eildon Area Partnership</td><td>25 March 2021</td></tr><tr><td>(i)</td><td>Planning & Building Standards</td><td>29 March 2021</td></tr><tr><td>(j)</td><td>Tweeddale Area Partnership</td><td>30 March 2021</td></tr></table> <p>(Copies attached.)</p>	(a)	Peebles Common Good Fund	24 February 2021	(b)	Chambers Institution Trust	24 February 2021	(c)	Major Contract Governance	2 March 2021	(d)	Pension Fund	4 March 2021	(e)	Audit & Scrutiny	8 March 2021	(f)	Hawick Common Good Fund	16 March 2021	(g)	Galashiels Common Good Fund	18 March 2021	(h)	Eildon Area Partnership	25 March 2021	(i)	Planning & Building Standards	29 March 2021	(j)	Tweeddale Area Partnership	30 March 2021	5 mins
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SCOTTISH BORDERS COUNCIL PEEBLES COMMON GOOD FUND SUB-COMMITTEE

MINUTE of Meeting of the PEEBLES
COMMON GOOD FUND SUB-COMMITTEE
held via Microsoft Teams on Wednesday, 24
February 2021 at 5.00 p.m.

Present:- Councillors R. Tatler (Chairman), H. Anderson, S. Bell, K. Chapman,
S. Haslam, E. Small and Community Councillor L. Hayworth
In Attendance:- Treasury Business Partner (S. Halliday), Solicitor (G. Sellar), Estates
Surveyor (T. Hill), Democratic Services Team Leader

1 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.

2. REQUEST FOR FINANCIAL ASSISTANCE

There had been circulated copies of an application from Interest Link Tweeddale seeking funding of £2,000 to develop an existing project to improve the quality of life of 30 members with learning difficulties aged 12-76 who lived in Peebles and 40 family carers. Andrew Findlay, Project Co-ordinator spoke in support of the application and answered Members questions and confirmed that the funds would only be spent on Peebles residents and assistance with digital connectivity was being provided through "Connecting Scotland". Members were supportive of the application on the basis that the money was not used to fund staffing costs.

DECISION

AGREED to award £2,000 to Interest Link Tweeddale, subject to the funds not being used for staffing costs.

3. MINUTES

- 3.1 There had been circulated copies of the Minutes from the meetings held on 18 November, 25 November 2020 and 10 February 2021.
- 3.2 With reference to paragraph 3 of the Minute of 17 November 2020, Councillor Anderson asked for an update on the information relating to the rental of properties. The Estates Surveyor advised that she would need to check the paper records held at Council HQ and would hopefully have information to report at the next meeting.
- 3.3 With reference to paragraph 5.2 of the Minute of 17 November 2020, the Estates Surveyor advised that she had been in contact with the Tweed Valley Forest Festival Organisers and they had advised they were wanting to display the carving in the pavilion prior to Christmas as an advert for local wood crafters. They were going to discuss the offer to display ahead of the festival with other Forest Festival organisers but there had been no further communication from them.
- 3.4 With reference to paragraph 5.4 of the Minute of 17 November 2020, the Chairman asked if there was an update on the food vendor request. It was agreed that this would be considered at the next meeting.

DECISION

AGREED:-

- (a) to approve the Minutes for signature by the Chairman**
- (b) to note the updates and items for the next meeting.**

4. BUDGET MONITORING FOR THE 9 MONTH PERIOD TO 31 DECEMBER 2020 AND PROPOSED BUDGET FOR 2021/22

There had been circulated copies of a report by the Executive Director, Finance and Regulatory providing the details of the income and expenditure for the Peebles Common Good Fund for the nine months to 31 December 2020, a full year projected out-turn for 2020/21, projected balance sheet values as at 31 March 2021 and proposed budget for 2021/22. Appendix 1 to the report provided the projected income and expenditure position for 2020/21. This showed a projected surplus of £29,272 for the year, which was slightly higher than the surplus figure reported at the 18 November 2020 meeting, due to an improvement in the return on the Aegon Investment Fund. Appendix 2 to the report provided a projected balance sheet value as at 31 March 2021. It showed a projected increase in the reserves of £13,705. Appendices 3a and 3b to the report provided a breakdown of the property portfolio showing projected rental income, net return for 2020/21, actual property income to 31 December 2020 and actual property expenditure to 31 December 2020. Appendix 4 to the report provided a breakdown of the property portfolio showing projected property valuations at 31 March 2021. Appendix 5 to the report showed the value of the Aegon Asset Management Investment Fund to 31 December 2020. The Treasury Business Partner answered Members questions and confirmed that the rental income shown was based on the full invoiced amount. Councillor Bell proposed that the grant budget for 2021/2022 be increased to £27,000 and this was unanimously agreed.

DECISION

AGREED:-

- (a) the projected income and expenditure for 2020/21 in Appendix 1 to the report as the revised budget for 2020/21;**
- (b) the proposed budget for 2021/22 as shown in Appendix 1 to the report subject to increasing the grant budget;**
- (c) to note the projected balance sheet value as at 31 March 2021 in Appendix 2 to the report;**
- (d) to note the summary of the property portfolio in Appendices 3 and 4 to the report; and**
- (e) to note the current position of the Aegon Asset Management Investment Fund in Appendix 5 to the report.**

5. PROPERTY UPDATE

- 5.1 The Estates Surveyor that a request had been received for a wayleave to install a fibre cable up the side of the track at the golf course up to Jedderfield Farm. BT would be carrying out the work and there had been a site meeting with them and the greenkeeper. The Golf Club had no objections but would require to provide their written permission and the works would be carried out in 6-9 months time.
- 5.2 The Estates Surveyor advised that there had been a landslide at Venlaw Quarry. The area had been fenced off until the area had been assessed by engineers. Community Councillor Hayworth noted that the Common Good interest seemed to be for stone extraction only and the Estates Surveyor confirmed that ownership was being examined.

- 5.3 The Estates Surveyor advised that the Property Officer had inspected the Walkershaugh Store and advised painting and pointing works were carried out. The cost for this were approximately £600 and had been included in the budget for next year.
- 5.4 Papers had been circulated regarding the positioning of the storage container for the Highland Games. Members discussed the proposal and expressed concern regarding the size and visual impact. It was suggested that timber cladding could be applied to allow it to blend in with the adjacent clubhouse and Members agreed to defer a decision until information was provided on possible treatments to make the container more visually acceptable.
- 5.5 Haylodge Park toilets had been inspected by the Property Officer and painting works were recommended. These had been quoted at £4000. The Estates Surveyor advised the cleaners of the toilets had been in contact about whether the toilets were to open from the 1st April as usual.

**DECISION
AGREED:-**

- (a) to approve the wayleave at the Golf Course;
 - (b) to note the situation at Venlaw Quarry and that there would be a report back on ownership;
 - (c) to approve works to the Walkershaugh Store
 - (d) to request further information from the Highland Games organisers on possible treatments to make the container more visually acceptable
 - (e) to approve painting works to Haylodge Park toilets and to approve the opening of the toilets from 1st April
6. **PRIVATE BUSINESS
DECISION**
AGREED under Section 50A(4) of the Local Government (Scotland) Act 1973 to exclude the public from the meeting during consideration of the business detailed in the Appendix to this Minute on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 6 of Part I of Schedule 7A to the Act.

SUMMARY OF PRIVATE BUSINESS

7. **MINUTES**
The private Minutes of the meetings held on 18 November, 25 November 2020 and 10 February 2021 were approved for signature by the Chairman.
8. **OLD CORN EXCHANGE SHOP**
The Sub-Committee approved the lease of the Old Corn Exchange Shop.
9. **COMMON GOOD FUND LAND**
The Estates Surveyor provided draft plans as requested by Members.

The meeting concluded at 6.00 p.m.

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SCOTTISH BORDERS COUNCIL CHAMBERS INSTITUTION TRUST

MINUTE of Meeting of the CHAMBERS
INSTITUTION TRUST held in Via Microsoft
Teams on Wednesday, 24 February 2021 at
6.00 pm

Present:- Councillors K. Chapman (Chairman), H. Anderson, S. Bell, S. Haslam,
E. Small and R. Tatler
In Attendance:- Capital & Investments Manager, Estates Manager, Solicitor (G. Sellar),
Localities Development Co-ordinator (K. Harrow), Democratic Services Team
Leader

1. **MINUTE**

There had been circulated copies of the Minute of the meeting held on 27 January 2021.

DECISION

AGREED to approve the Minute.

2. **MATTERS ARISING FROM THE MINUTE**

2.1 **Window Displays**

With reference to paragraph 4.1 of the previous Minute regarding the request to see the proposed graphics to be displayed, the Estates Manager advised that there had been no progress due to Live Borders staff being furloughed but it would be passed to Members as soon as it was received.

DECISION

NOTED.

2.2 **Citizens Advice Post Box**

With reference to paragraph 4.2 of the previous Minute regarding the planning permission for the erection of a post box, the Estates Manager that he would check with the local property officer and report back

DECISION

NOTED.

3. **PROPOSED CONSULTATION PROCESS**

3.1 There had been circulated copies of a proposed survey for users of the Burgh Hall and a paper on the wider consultation process prepared by Localities Development Co-ordinator. Members welcomed the survey for users of the Burgh Hall and asked that under question 4 the options of a cooker and a fridge be added and at question 5, option 2 a hob and hydro boil be added. Mr Harrow advised that would issue the following week to existing hall users and give them 2 weeks to complete. Members asked that the results be circulated in advance of the next meeting

3.2 With regard to the wider consultation the Chairman advised that he had discussed with officers the need to build on the Page & Park consultation and then give officers time to work up an engagement plan for both medium and longer term proposals with a suggested timescale being brought to the next meeting. Councillor Anderson highlighted the need for the design proposals to be illustrated by a virtual walkthrough of the property and asked if a cost could be obtained for this. Ms Sellar advised that the Council had used

a company to provide something similar for the new Galashiels School project and it was agreed that this would be investigated. The Estates Manager advised that the works would need to be scoped out within an achievable timeframe and would need to consult with Steven Renwick regarding the project aspect of the work.

DECISION

AGREED that:-

- (a) the amended survey be issued to all users of the Burgh Hall and that the results be reported at the next meeting; and**
- (b) the Estates Manager, following consultation with Steven Renwick, Project Manager, would report back to the next meeting on a timeframe for taking the project forward, including the use of a digital solution to allow the public to view the proposals.**

4. URGENT BUSINESS

Under Section 50B(4)(b) of the Local Government (Scotland) Act 1973, the Chairman was of the opinion that the items dealt with in the following paragraph should be considered at the meeting as a matter of urgency, in view of the need to make an early decision and to keep Members informed.

5. APPOINTMENT OF ADDITIONAL TRUSTEES

With reference to paragraph 2 of the Minute of 27 January 2021, the Chairman advised that following the previous meeting further consideration had been given to expanding the number of trustees. However, these new trustees should bring added value and on that basis it was suggested that a stakeholder engagement group comprising existing tenant and user representatives be set up similar to that currently in place for the Memorial Hall in Innerleithen. The Chairman of that group could then become a trustee. A second trustee could also be appointed who had particular expertise which would enhance the work of the Trust e.g. somebody with expertise in heritage buildings. This person could be found by public advertisement. It was noted that any such change to the membership of the Trust would require the approval of full Council. With regard to setting up a stakeholder engagement group it was proposed that a question could be added to the user questionnaire to ascertain if there was an interest by users for such a group. Member supported these proposals and asked that officers progress these for the next meeting.

DECISION

AGREED:-

- (a) to add a question to the user survey to ascertain if people were interested in being part of a stakeholder engagement group:**
- (b) to recommend the expansion of the Trust by two members, subject to the approval of Scottish Borders Council and that officers consider how this could be achieved and report back to the next meeting.**

6. LETTER FROM PEEBLES COMMUNITY COUNCIL

The Chairman advised that the Community Council had written to the Trustees expressing their concerns regarding the need for lay trustees to represent the views of the community. He had passed this to the Head of Legal Services who was preparing a response.

DECISION

NOTED.

7. CITIZENS ADVICE BUREAUX

The Estates Manager advised that the Citizens Advice Bureaux had requested additional space in the former Tourist Information Centre. There had been other expressions of interest and these were being considered. There would be a report back to Members outlining the options for their consideration.

**DECISION
NOTED.**

The meeting concluded at 6.55 p.m.

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SCOTTISH BORDERS COUNCIL MAJOR CONTRACTS GOVERNANCE GROUP

MINUTES of Meeting of the MAJOR
CONTRACTS GOVERNANCE GROUP held
Via Microsoft Teams on Tuesday, 2 March
2021 at 2.00 pm

Present:- Councillors M Rowley (Chairman), A Anderson, G Edgar, J Fullarton, S Haslam,
E Thornton-Nicol, T Weatherston.
Also present: Councillor H Scott.
In attendance: Service Director Finance and Regulatory, Neighbourhood Area Manager, Chief
Officer Roads, Chief Officer Audit & Risk, Network Manager, Contracts Manager,
Commercial Manager, IT Client Manager; Principal External Auditor, J Ewing, J
Skully and J Hurst (CGI), Democratic Services Officer (J Turnbull).

1. **MINUTE**

- 1.1 There had been circulated copies of the Minute of the meeting of the Major Contracts Governance Group of 3 November 2020.
- 1.2 It was requested that, in the interest of transparency and accountability, redacted reports (or a public report) be available in the public domain. Legal advice would be sought to determine if this was appropriate.

DECISION

- (a) **NOTED the Minute of the Major Contracts Governance Group of 3 November 2020.**
- (b) **AGREED to request that the Chief Legal Officer advise if redacted reports could be published on the Council's public website.**

2. **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

3. **MINUTE**

Members approved the Private Section of the Minute of the Major Contracts Governance Group of 3 November 2020.

4. **SBC CONTRACTS TRADING OPERATION UPDATE**

Members considered a report on the trading and financial position of SBc Contracts for the period to 31 December 2020

5. **CGI EXECUTIVE PERFORMANCE REVIEW**

Members considered the CGI Performance Review.

The meeting concluded at 4.25 pm

SCOTTISH BORDERS COUNCIL PENSION FUND COMMITTEE AND PENSION BOARD

MINUTES of Meeting of the PENSION FUND
COMMITTEE AND PENSION BOARD held
Via Microsoft Teams on Thursday, 4 March
2021 at 10.00 am

Present:- Councillors D Parker, S Aitchison, J Brown, G Edgar, C Hamilton, D Moffat, S Mountford S Scott, Mr D Bell, Mr M Drysdale, Mr M Everett, Ms K Hughes, Ms H Robertson Ms L Ross, Ms C Stewart.

Apologies:- Mr M Everett

In Attendance: Executive Director Finance & Regulatory, Pensions and Investment Manager, HR Shared Services Manager, Chief Officer Audit & Risk, Democratic Services Officer (J Turnbull).

Also in Attendance: Mrs J West, Hymans Robertson, Mr A O'Hara and Mr A Singh, Isio.

1. **MINUTE**

There had been circulated copies of the Minute of the Meetings of 11 December 2020.

DECISION

NOTED for signature by the Chairman the Minute of the Meeting held on 11 December 2020.

2. **PENSION FUND INVESTMENT AND PERFORMANCE SUB-COMMITTEE**

There had been circulated copies of the Minute of the Pension Fund Investment and Performance Sub-Committee held on 16 February 2021

DECISION

NOTED.

3. **FUNDING STRATEGY STATEMENT**

There had been circulated copies of a report by Executive Director Finance and Regulator proposing the revised Funding Strategy Statement following completion of the 2020 Triennial Valuation. The report explained the Pension Fund was required by the Local Government Pension Scheme Regulations to have an up-to-date Funding Strategy Statement (FSS). The 2020 Triennial Valuation of the Fund triggered a review and revision of the existing document. The review of the FSS has been undertaken in collaboration with Hymans Robertson the Funds' Actuary and active employers within the Fund have been consulted. The revised FSS, shown in Appendix 1 to the report has been developed to be transparent and to clearly set out the objectives of the Fund, the methodology used in the valuations and the key policies of the Fund in a number of areas. Within the 2020-21 Business Plan it was agreed that a Cessation Policy should be developed. Based on advice from the Fund Actuary it was determined that it was more appropriate that this be included within the FSS and this had now been incorporated in the revised version submitted for Committee Approval.

DECISION

AGREED to approve the Funding Strategy Statement contained in Appendix 1 to the report.

4. **TRIENNIAL VALUATION AS AT 31 MARCH 2020**

- 4.1 There had been circulated copies of a report by Executive Director Finance and Regulatory detailing the results from the Triennial Valuation for the Scottish Borders Council Pension Fund as at the 31 March 2020 which proposed the employer contribution rates for the next three financial years. The full Valuation Report, prepared by the Fund Actuary, Hymans Robertson, was contained in Appendix 1 to the report. The report concluded that the Scottish Borders Council Pension Fund had a funding level of 110% compared to the previous 2017 valuation of 114%. This equated to a funding surplus of £63m. The revised "Primary rate" calculated had increased from 20.6% to 21.9% and the surplus had reduced to £63m. However, to allow employer contributions for those in the Scottish Borders Council Pool to remain stable for the first two years the Actuary recommended the surplus be utilised and the rates increased in year 3 by 0.5% to mitigate for uncertainties. The report explained that there were a number of uncertainties, such as McCloud and the Cost Cap Mechanism, for which the impact to the Fund was unknown. The 0.5% common pool rate increase provided an element of mitigation. The full impact would be monitored for possible implications to the liabilities and consequent contribution rates. Scottish Borders Housing Association (SBHA) and CGI were both operating as closed funds with new employees unable to join the fund. Due to the increased risk with these employers, individual rates were recommended by the Actuary. South of Scotland Enterprise has been admitted to the Fund in 2020. In accordance with the admission agreement they were not within the Scottish Borders Council Pool. Therefore, individual rates had been calculated with a recommended increase in 2021/22 of 0.5% and further increase of 0.5% in 2023/24.
- 4.2 In response to questions the Pensions and Investment Manager, Mrs Robb, advised that with regard to the 3.8% investment assumption the Actuary had been prudent in determining this return. Mrs West added that this allowed for future different scenarios and an element of outperformance. Returns were anticipated to be in excess of 3.8% but because of uncertainties they made an allowance when setting the rate. Mrs West further advised that the Funding Strategy determined the contribution rates for each employer in the Fund and was based on the individual circumstances of each employer. With regard to CGI, the rate reflected that the CGI Fund was closed to new entrants and that payroll and contributions would decrease. The Pension Fund Committee and Pension Board thanked the Fund Actuary Hymans Robertson for the work preparing the Triennial Valuation.

DECISION

(a) NOTED the Fund Valuation Report as at 31 March 2020 as set out in Appendix 1;

(b) AGREED:

- (i) the recommended Scottish Borders Council Pool rates of 18.0% for 2021/22 and 2022/23 and 18.5% for 2023/24;**
- (ii) the recommended rates for SBHA of 20.3% 2021/22, 20.8% for 2022/23 and 21.3% for 2023/24;**
- (iii) the recommended rate for CGI of 22% from 1st April 2021 with additional one of payments of £16,500 for 2021/22 and 2022/23 and £21,000 for 2023/24; and**
- (iv) the recommended rates for SOSE of 21.1% for 2021/22 and 2022/23 and 21.6% for 2023/24.**

5. RISK REGISTER UPDATE

With reference to paragraph 4 of the Minute of 11 December, there had been circulated copies of a report by the Executive Director Finance and Regulatory. The report formed part of the risk review requirements of the Pension Fund Committee and Pension Board with an update on progress of the actions taken by management to mitigate risks and highlighted changes to any of the risks contained in the Risk Register. Identifying and

managing risk was a corner stone of effective management and was required under the Council's Risk Management Policy and process guide and CIPFA's guidance "Delivering Governance in Local Government Framework 2007". It was further reflected and enhanced in the "Local Government Pension Scheme" published by CIPFA. A full risk review was undertaken on 15 May 2020 and the revised Risk Register approved by the joint Pension Fund Committee and Pension Board on 22 June 2020, with an update of the actions undertaken on 24 September 2020 and 11 December 2021. Appendix 1 to the report detailed the new risks added to the Risk Register. Appendix 2 detailed the risks within the approved Risk Register which have been identified management actions and the progress of these actions to date. Mrs Robb discussed the new risks detailed in Appendix 1 of the report explaining the actions proposed to mitigate each risk. The Chief Officer Audit & Risk, Mrs Stacey, advised that internal audit had carried out a review around the Council's systems in relation to cyber security, the findings of which had been reported to the September 2020 Audit & Scrutiny Committee and the Risk Register had recognised the scoring in place. With regard to the demographics' liquidity risk, Mrs Robb advised that this was also included and would be evaluated in the full risk review to be presented to the June meeting.

DECISION

- a) **NOTED:**
 - (i) **the new risks in Appendix 1 identified since the last review;**
 - (ii) **the management actions progress as contained in Appendix 2, to the report; and**

- b) **AGREED to a key risk review being undertaken in June 2021.**

6. PENSION FUND BUDGET MONITORING TO 30 SEPTEMBER 2020

With reference to paragraph 6 of the Minute of 11 December, there had been circulated copies of a report by Executive Director Finance and Regulatory providing an update on the Pension Fund budget to 31 December 2020 including projections to 31 March 2021. The Local Government Pension Scheme (Scotland) Regulation 2014 required Administering Authorities to ensure strong governance arrangements and sets out the standards that were to be measured against. To ensure the Fund met the standards a budget was approved on 10 March 2020 following the recommendations within the CIPFA accounting guidelines headings. This report was the third quarterly monitoring report of the approved budgets. The total expenditure to 31 December 2020 was £0.694m with a projected total expenditure of £6.906m against a budget of £6.906m. The estimated budget for 2021/22 was estimated at £7.079m based on key assumptions detailed in paragraphs 4.4 to 4.6 of the report. In response to questions Mrs Robb advised that managers' fees were a fixed percentage rate applied to the value of the funds managed, their total fees therefore increased or decreased depending on Fund performance. Mrs Robb further advised that the Scheme Advisory Board (SAB) had been unable to estimate the amount required from the Fund to undertake the structure review.

DECISION

- (a) **NOTED the actual expenditure to 31 December 2020.**

- (b) **AGREED the 2021/22 budget of £7.079m.**

7. INTERNAL AUDIT ANNUAL PLAN 2021-22

There had been circulated copies of a report by the Chief Officer Audit & Risk presenting for approval the Internal Audit Plan 2021/22 for the Scottish Borders Council Pension Fund. The Plan enabled the Chief Officer Audit & Risk to provide the required audit opinion on the adequacy of the Scottish Borders Pension Fund's overall control environment. The report explained the Public Sector Internal Audit Standards (PSIAS) required the Chief Audit Executive (CAE), the Council's Chief Officer Audit & Risk, to establish risk-based plans to set out the areas of Internal Audit activity, consistent with the objectives of the Pension Fund. A fundamental role of the

Internal Audit function was to provide senior management and members with independent and objective assurance, designed to add value and improve the organisation's operations. In addition, the CAE was also required to prepare an Internal Audit annual opinion on the adequacy of the organisation's overall control environment. The proposed Internal Audit Annual Plan 2021/22 for the Pension Fund in Section 4.2 of the report set out the range and breadth of audit areas and sufficient audit activity to enable the CAE to prepare an Internal Audit annual opinion for the Pension Fund. Key components of the audit planning process included a clear understanding of the organisation's functions, associated risks, and assurance framework. There were resources currently in place to achieve the Internal Audit Annual Plan 2021/22 for the Pension Fund and to meet its objectives. In response to a question regarding cyber security, Mr Angus advised that pension administration used Aquila Heywood and Business World, both of which included disaster recovery and business continuity in their respective systems.

DECISION

AGREED to approve the Scottish Borders Council Pension Fund Internal Audit Annual Plan 2021/22.

8. INFORMATION UPDATE

- 8.1 There had been circulated copies of a briefing paper by Executive Director Finance and Regulatory providing an update on a number of areas which were being monitored and where work was progressing. Full reports on individual actions would be tabled as decisions and actions were required. In summary:-
- 8.2 Pensions Administration System
Mr Angus advised that Aquila Heywood had been taken over by Blackrock Long Term Private Capital.
- 8.3 Scheme Advisory Board
The Appendix to the briefing paper contained the bulletin from the SAB meeting held on 10 December 2020, and provided updates on Cost Cap, cessation costs, structure review and fee transparency. The Chairman, Councillor Parker, advised the SAB had delegated a sub-group to appoint a specialist to lead on the future structure of LGPS funds. Councillor Mountford added that with regard to cessation, the SAB Working Group had made some recommendations and the Unions were in discussion with the Working Group.
- 8.4 Training Opportunities
Mrs Robb gave an update on future training events: The PLSA seminar would take place on 9-11 March. Mrs Robb asked that anyone attending the meeting tested the link received, prior to the seminar. The LGC Seminar would take place on 18-19 March and a link to join the Seminar would follow.
- 8.5 Future Meetings
Joint Pension Fund Committee and Pension Board had been scheduled for:
- Thursday, 10 June 2021
 - Thursday, 16 September 2021
 - Thursday, 14 December 2021
 - Thursday, 17 March 2022
 - Wednesday, 29 June 2022
- Pension Fund Investment Performance Sub-Committee had been scheduled for:
- Tuesday, 29 June 2021.
 - Monday, 27 September 2021
 - Monday, 27 February 2021
 - Tuesday, 28 June 2022

DECISION

NOTED the briefing paper.

9. **PRIVATE BUSINESS**

AGREED under Section 50A(4) of the Local Government (Scotland) Act 1973 to excluded the public from the meeting during consideration of the business contained in the following items on the grounds that they involved the likely disclosure of exempt information as defined in paragraph 6 and 8 of Part 1 of Schedule 7A to the Act.

10. **MINUTE**

The Committee noted the Private Minute of the meetings of 11 December 2020.

11. **PENSION FUND INVESTMENT AND PERFORMANCE SUB-COMMITTEE**

The Committee considered a report by the Executive Director Finance & Regulatory and approved the recommendations

12. **QUARTER PERFORMANCE UPDATE**

The Committee considered a private report by Isio.

13. **PROCUREMENT UPDATE - INVESTMENT ADVISOR**

The Committee considered a report by the Executive Director Finance & Regulatory and approved the recommendations.

The meeting concluded at 11.45 am.

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SCOTTISH BORDERS COUNCIL AUDIT AND SCRUTINY COMMITTEE

MINUTES of Meeting of the AUDIT AND
SCRUTINY COMMITTEE held via Microsoft
Teams on Monday, 8 March 2021 at 10.15
am

Present:- Councillors S. Bell (Chairman), H. Anderson, J. A. Fullarton, J. Greenwell, N. Richards, E. Robson, H. Scott, S. Scott, E. Thornton-Nicol; Ms H. Barnett and Mr M. Middlemiss.

In Attendance:- Executive Director (Finance & Regulatory Services), Chief Officer Audit and Risk, Clerk to the Council, Democratic Services Officer (F. Henderson); Mr A. Haseeb, Mr J. Steen and Ms G. Woolman – Audit Scotland

CHAIRMAN

The Chairman opened the meeting and welcomed Members of the Audit and Scrutiny Committee and members of the public to the Scottish Borders Council's open on-line meeting. The meeting was being held remotely in order to adhere to guidance on public meetings and social distancing currently in place, due to the COVID-19 pandemic.

1.0 **MINUTE.**

There had been circulated copies of the Minute of 15 February 2021.

DECISION

APPROVED for signature by the Chairman.

2.0 **ACTION TRACKER**

There had been circulated copies of the Action Tracker for the Audit and Scrutiny Committee. The Chief Officer, Audit & Risk, advised that there were a number of completed Actions which were due to be removed from the Tracker. There would be a presentation later in the Agenda on the Counter Fraud Controls Assessment and the Digital Strategy had been presented to Council on 25 February 2021. Information on the Digital Office and Digital Maturity had been forwarded to Members the previous week. The Executive Director, Finance & Regulatory Services, confirmed that NHS Borders had been contacted and funding received for this year for the community equipment service. Ms Stacey further advised that following today's meeting the Action Tracker would be updated.

DECISION

NOTED the Action Tracker.

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.

3.0 **TREASURY MANAGEMENT AND INVESTMENT STRATEGY 2021/22**

There had been circulated copies of a report by the Executive Director, Finance & Regulatory Services, which enabled the Committee to undertake their scrutiny role in relation to their Treasury Management activities of the Council. It presented the proposed Treasury Management Strategy for 2021/22 for consideration prior to Council Approval. The report explained that the Treasury Management Strategy was the framework which ensured that the Council operated within prudent, affordable limits in compliance with the

CIPFA Code. The Strategy for 2021/22 which required to be submitted to Council on 19 March 2021 was included in the report at Appendix 1 and reflected the impact of the financial planning totals issued by the Council's management team for 2021/22 onwards on the prudential and treasury indicators for the Council. The report detailed the Treasury Management Strategy 2021/22 and the financial implications. The Executive Director, Mr Robertson, presented highlights of the report including the summary of the proposed indicators within the Strategy and the significant changes from the 2020/21 Strategy. The report detailed the projected external borrowing for the next 5 financial years and then at each 5 year interval up to 2050/51. Alongside this, the Operational Boundary and Authorised Limit were also shown. It was noted that from 2031-32, the first year out-with the current 10 year Capital Plan, a 10 year average capital expenditure, and annual borrowing requirement of £10.5m, had been assumed. Further explanations were given on debt write-off ; "lender option borrower option" for amending loan rates; movement in CFR; authorised limit for debt; the long term affordability of the capital plan and revenue consequences, including that for new schools; and the authorised limit for external debt. Members discussed whether the recommendations in the report should be amended to reflect the narrowing gap between capital financial requirements and the authorised limit for external debt. Discussion on this item was suspended to allow time for consideration of any amendments. On returning to the item, Councillor Robson, seconded by Councillor H. Scott, proposed adding a codicil "noted the narrowing of the gap between capital financial requirements and authorised limit for external debt and recommended Council gave full consideration to this." Councillor Richards proposed that no amendment be made to the recommendation, but received no seconder, therefore his motion fell.

DECISION

- * **AGREED to RECOMMEND to COUNCIL that treasury management activity in the year to 31 March 2020 had been carried out in compliance with the approved Treasury Management Strategy and Policy as detailed in the report and in Appendix 1 to the report, but noted the narrowing of the gap between capital financial requirements and authorised limit for external debt and recommended Council gave full consideration to this.**

4. RISK MANAGEMENT IN SERVICES

- 4.1 The Service Director, Young People, Engagement and Inclusion, Mrs Lesley Munro, joined the meeting and gave a presentation to the Committee on the strategic risks facing the various services within Young People, Engagement and Inclusion and also the corporate risks she managed on behalf of the Council's Corporate Management Team. These corporate risks included Mental/Emotional Wellbeing, C&YP/Learners Placements, and the Education System. Details were then given of the Risk registers for each service within Young People, Engagement and Inclusion which were developed and were owned by Service Managers; these were: Community Learning and Development, Early Years, Educational Psychology Services and Schools. Mrs Munro explained the internal controls and governance in place to manage and mitigate those risks. Specific consideration had to be given to the impact of Covid-19 on schools and young people, with several risk having been developed with mitigating actions identified and these were being amended in line with Scottish Government Guidance and the changing National picture in relation to the return of children and young people to schools.
- 4.2 With regard to external placements, this was a long standing risk to the Service but a complex situation, being a low number of young people with the highest level of need. To manage this risk, the focus was on individuals to ensure they received the best support. There would never be a zero target for this risk, as it was likely there would always be the need for some young people to go out-with the region to receive support. The Borders would always be considered first but the specific needs of the child, not just education but whole family and respite care, etc. would be taken into account. Staff training was also addressing some needs. The education system had been tested most over the last year, with the fire at Peebles High School and the impact of Covid. Enhancements to the digital learning platform meant that risk was being managed differently so the loss of buildings

had not had such a great impact. Each school had undertaken an audit of each pupil's household to ascertain if there were any difficulties either with having a suitable device or a suitable broadband connection, putting in place funding as appropriate or "my-fi" units. If there continued to be issues, then these pupils were invited to come in to school to work.

- 4.3 Members then asked a number of questions with regard to risks and their mitigations. Reference was made to emotional wellbeing in terms of not meeting face to face and the levels of reported anxiety amongst pupils and staff being higher than previously reported. Mrs Munro advised that the risk had changed in terms of visibility of young people and the move of response services online through Quarriers, which did give wider access as it was not restricted to the school day. That was part of the ongoing work on the support framework. Staff had identified that some young people needed strong support at a very early stage to minimise the risk of a crisis situation developing with a need for clinical intervention. A lot of young people were having to address what was happening in the world when they did not have the usual support in place physically so this was being addressed virtually. Further work was underway on the type of risks and their impact e.g. previously schools closed due to snow but now with Inspire Learning, this would not have as much impact. With regard to Community Learning and Development, Mrs Munro was due to meet with the Service Director, Customer & Communities, to discuss how best the service could be used to support communities holistically. Locality support hubs had been a useful resource in response to Covid, targeting specific client groups, but they were now being reviewed to widen out their reach.
- 4.4 For Early Years, there had been success in "grow your own". In year 1, there had been 12 Modern Apprentices who had gone on to get jobs. A team was dedicated to quality not just for SBC nurseries but also those in the private sector to ensure all were working to standard. Recruitment into Educational Psychology was an issue nationally. It was hoped to have 10 placements in education through the Kickstart programme. There was discussion around violence in schools and what violence was – Mrs Munro advised that it was difficult to measure violence and the difference between deliberate violence and violence when dealing with pupils learning difficulties and high levels of anxiety. The trend however was on the downward scale. The Chairman thanked Mrs Munro for her very comprehensive presentation and responses to questions.

DECISION

NOTED the presentation on Young People, Engagement and Inclusion risk.

5. COUNTER FRAUD CONTROLS ASSESSMENT

With reference to paragraph 12 of the Minute of 28 September 2020, there had been circulated copies of a report by the Chief Officer Audit & Risk to make the Committee aware of the findings and necessary actions arising from the Integrity Group's assessment of counter fraud controls associated with the covid-19-emerging-fraud-risks. The Council was committed to minimising the risk of loss due to fraud, theft or corruption and to taking appropriate action against those who attempt to defraud the Council, whether from within the authority or from outside. The primary responsibility for the prevention, detection and investigation of fraud rested with Management, supported by the Corporate Fraud and Compliance Officer. Internal Audit provided advice and independent assurance on the effectiveness of processes put in place by Management. Part of the Audit and Scrutiny Committee's role was to oversee the framework of internal financial control including the assessment of fraud risks and to monitor counter fraud strategy, actions and resources. The report detailed the background, self-assessment findings and necessary actions and financial implications.

DECISION

AGREED to:

- (a) acknowledge the findings from the Integrity Group's assessment of counter**

fraud controls associated with the covid-19-emerging-fraud-risks; and

- (b) endorse the necessary actions to enhance the Council's resilience to fraud, as set out in the relevant sections in the body of the report and summarised in the Action Plan contained in Appendix 1 to the report.**

6. INTERNAL AUDIT WORK TO JANUARY 2021

With reference to paragraph 2 of the Minute of 23 June 2020, there had been circulated copies of a report by the Chief Officer Audit and Risk which provided 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 during the period 1 January 2021 to 19 February 2021 associated with the delivery of the approved Internal Audit Annual Plan 2020/21 was detailed in the report. A total of 5 final Internal Audit reports had been issued. There were no recommendations though some identified areas of improvement being addressed through Management actions associated with 3 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. The SBC Internal Audit function conformed to the professional standards as set out in Public Sector Internal Audit Standards (PSIAS) (2017) including the production of this report to communicate the results of the reviews.

DECISION

- (a) APPROVED the Internal Audit planned activity proposed to be deferred from 2020/21 to 2021/22 for inclusion in Internal Audit Annual Plan 2021/22.**
- (b) NOTED:-**
- (i) the final assurance reports issued in the period from 1 January to 19 February 2021 associated with the delivery of the approved Internal Audit Annual Plan 2020/21;**
- (ii) the Internal Audit Assurance Work in Progress and Internal Audit Consultancy and Other Work carried out in accordance with the approved Internal Audit Charter.**
- (c) ACKNOWLEDGED the assurance provided on internal controls and governance arrangements in place for the areas covered by this Internal Audit work.**

7. AUDIT SCOTLAND- COVID 19: WHAT IT MEANS FOR PUBLIC AUDIT IN SCOTLAND

There had been circulated copies of a briefing paper which explained that, during 2020 public bodies came under exceptional pressure as they managed the impact of the COVID -19 pandemic. Late December 2020 and early January 2021 saw significant restrictions being re-imposed across Scotland and at that stage it was unclear how long the restrictions would be in place. The pandemic had impacted significantly on the timelines for producing annual accounts at public bodies and for audit work due to pressures on capacity and productivity in all organisations, which would be exacerbated during 2021. The briefing highlighted Audit Scotland's principles, what had been delivered during the pandemic so far, the financial audit and performance audit.

DECISION

NOTED.

8. EXTERNAL ANNUAL AUDIT PLAN 2020/21 FOR THE COUNCIL (AUDIT SCOTLAND)

There had been circulated copies of the Local Government in Scotland Overview 2020 prepared by Audit Scotland. The Annual Audit Plan contained an overview of the planned

scope and timing of the audit which was carried out in accordance with International Standards on Auditing (ISAs). Mr Steen, Audit Scotland, presented the report which detailed the challenging and complex landscape in which local government and its partners were operating and the need to plan for and implement changes to allow them to meet the needs and improve the outcomes of communities in an increasingly challenging context. The main audit risks were highlighted, along with materiality values and Best Value recommendations.

**DECISION
NOTED.**

9 EXTERNAL ANNUAL AUDIT PLAN 2020/21 FOR THE PENSION FUND

There had been circulated copies of the Scottish Borders Council Pension Fund Annual Audit Plan 2020/21. Mr Habeeb, Audit Scotland, presented the plan, which was similar in nature to the plan for the Council, and highlighted the main audit risks.

**DECISION
NOTED.**

10. INTERNAL AUDIT CHARTER

There had been circulated copies of a report by the Chief Officer Audit and Risk which provided the Committee with the updated Internal Audit Charter for approval. The Charter defined the terms of reference for the Internal Audit function to carry out its role to enable the Chief Officer Audit & Risk to prepare an annual internal audit opinion on the adequacy of the Council's overall control environment. The definition of Internal Auditing within the Public Sector Internal Audit Standards (PSIAS) was "Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes." In accordance with the PSIAS, the purpose, authority and responsibility of the Internal Audit activity must be formally defined in an Internal Audit Charter, consistent with the Definition of Internal Auditing, the Code of Ethics and the Standards. The Chief Officer Audit & Risk, as the Chief Audit Executive at Scottish Borders Council, must periodically review the Internal Audit Charter and present it to senior management (Corporate Management Team) and the board (Audit and Scrutiny Committee) for approval. The report detailed the background, the internal audit charter and the financial implications.

DECISION

AGREED to approve the updated Internal Audit Charter as contained in Appendix 1 to the report.

11. INTERNAL AUDIT STRATEGY AND INTERNAL AUDIT ANNUAL PLAN 2021/22

- 11.1 There had been circulated copies of a report by the Chief Officer Audit and Risk which sought approval to the proposed Internal Audit Strategy and Internal Audit Annual Plan 2021/22 to enable the Chief Officer Audit & Risk to prepare annual opinions on the adequacy of the overall control environment for Scottish Borders Council, Scottish Borders Pension Fund, and Scottish Borders Health and Social Care Integration Joint Board. The report explained that the SBC Internal Audit function followed the professional standards as set out in Public Sector Internal Audit Standards (PSIAS) effective 1 April 2013 (updated 2017) which required the Chief Audit Executive (CAE), the Council's Chief Officer Audit & Risk, to establish risk-based plans to determine the priorities of the Internal Audit activity, consistent with the organisation's goals. The plans also required to be sufficiently flexible to reflect the changing risks and priorities pertaining to each organisation. A fundamental role of the Council's Internal Audit function was to provide senior management and members with independent and objective assurance which was designed to add value and improve the organisation's operations. In addition, the CAE

was also required to prepare an Internal Audit annual opinion on the adequacy of the organisation's overall control environment.

- 11.2 The report presented the background to the Internal Audit Strategy at Appendix 1 to the report and outlined the strategic direction for how Internal Audit would achieve its objectives, which are set out in the Internal Audit Charter, in conformance with PSIAS. It guides the Internal Audit function in delivering high quality internal audit services to the Council, Pension Fund and IJB. The Chief Officer Audit & Risk and the Principal Internal Auditor had developed the proposed Internal Audit Annual Plan 2021/22 at Appendix 2. It set out the range and breadth of audit activity and sufficient work within the audit programme of work to enable the CAE to prepare an Internal Audit annual opinion. Key components of the audit planning process included a clear understanding of the organisation's functions, associated risks, and assurance framework. In response to a question, Mrs Stacey gave further details on her role as Chief Internal Auditor for the Health & Social Care Integration Joint Board and the reliance placed on the internal audit work carried out both by the Council and NHS Borders. Internal audit principles, the Charter and Strategy were equally applied to all the different clients. Mrs Stacey further confirmed that External Audit would be looking at the accounting treatment of capital expenditure and revenue consequences, which complemented the Internal audit work looking at the capital planning framework which assigned investment priorities in the budget.

DECISION

APPROVED the Internal Audit Strategy (Appendix 1) and Internal Audit Annual Plan 2021/22 (Appendix 2).

The meeting concluded at 1.55 p.m.

SCOTTISH BORDERS COUNCIL HAWICK COMMON GOOD FUND SUB-COMMITTEE

MINUTES of Meeting of the HAWICK
COMMON GOOD FUND SUB-COMMITTEE
held Via Microsoft Teams on Tuesday, 16
March 2021 at 4.00 pm

Present:- Councillor G Turnbull (Chairman), W McAteer, D Paterson,
C Ramage, N Richards. Mr J Campbell (Hawick CC) Mr W Fletcher (Burnfoot
CC).
Apologies: Councillor S Marshall.
In Attendance:- Estates Strategy Manager (N Curtis), Managing Solicitor (R Kirk), Pensions
and Investment Manager (K Robb), Property Officer (F Scott), Democratic
Services Officer (J Turnbull).

1. MINUTE

There had been circulated copies of the Minute of the meeting held on 20 January 2021.

DECISION

APPROVED the Minute of the meeting held on 20 January 2021 for signature by the Chairman.

2. MATTERS ARISING FROM THE MINUTE

- 2.1 With regard to paragraph 2 of the Minute of 20 January 2021, it was noted that the Cultural Services Manager was preparing a report to update Members on the Earl of Minto portrait. A Special meeting of Hawick Common Good Sub-Committee would be scheduled when the report was available.
- 2.2 With reference to paragraph 3 of the Minute, Members noted that Hawick Recreation Association had also been awarded funding from the Community Fund and the Hawick Common Good grant had been passed for payment.

DECISION

AGREED to arrange a Special Meeting of Hawick Common Good Sub-Committee to consider a report on the Earl of Minto portrait.

3. FINANCIAL ASSISTANCE

Interest Link Borders

There had been circulated copies of an application for financial assistance from Interest Link Borders requesting £3,000.00 for the development of existing work to improve the quality of life of 40 members with learning disabilities who live in Hawick and 50 family carers. The Chair thanked Mr Findlay and Ms Reilly for joining the meeting remotely. Mr Findlay and Ms Reilly gave an overview of the project explaining that Interest Link offered a befriending service for people with learning difficulties. During the pandemic they had delivered a robust distance service for members and carers via Zoom offering cooking session, art groups, beetle drives and talent shows. They had also used local organisations including Alchemy for projects. A private Facebook page has also been set up for carers, parents and members with daily posts. Once restrictions were lifted Interest Link would continue with online activities and offer a blended service. Mr Reilly went on to advise that Interest Link also worked with schools and organised Microsoft Teams sessions for crafts and baking. In response to a question Ms Reilly advised that Interest Link used resources at Hawick High School, Wilton Primary School and Burnfoot

Community Hub. The Sub-Committee unanimously supported the application and congratulated Interest Link in managing to deliver their service during the pandemic.

DECISION

AGREED to award £3,000.00 to Interest Link Borders for the development of existing work to improve the quality of life for members with learning disabilities in Hawick.

4. MONITORING REPORT FOR 9 MONTHS TO 31 DECEMBER 2021 AND PROPOSED BUDGET FOR FINANCIAL YEAR 2021/22

With reference to paragraph 5 of the Minute of 8 December 2020, there had been circulated copies of a report by the Executive Director Finance & Regulatory providing details of income and expenditure for the Hawick Common Food Fund for the nine months to 31 December 2021, a full year projected out-turn for 2020/21, projected balance sheet values at 31 March 2021 and proposed budget for 2021/22. Appendix 1 to the report provided the projected income and expenditure position for 2020/21. This showed a projected surplus of £252 for the year, which was better than the deficit figure reported at the 8 December meeting mainly due to the improvement on the return of the Aegon Investment Fund. Appendix 2 provided a projected balance sheet value as at 31 March 2021 and showed a projected surplus increase in the reserves to £2,273. Appendix 3a provided a breakdown of the property portfolio showing projected income for 2020/21 and actual property expenditure to 31 December 2020. Appendix 3b showed projected property expenditure for 2020/21 and actual property expenditure to 31 December 2020. Appendix 4 provided a breakdown of the property portfolio showing projected property valuations at 31 March 2021. Appendix 5 showed the value of the Aegon Asset Management Investment Fund to 31 December 2021. Mrs Robb highlighted that the 4.5% return from Aegon was more than the 2% previously anticipated. Members welcomed information detailed in Appendices 3a and 3b on property portfolio performance. Mrs Robb suggested inclusion of a rolling three year maintenance programme in future reports which would give Members a longer term view. In response to questions Mrs Robb explained that the Pilmuir Farm one-off payment for servitude rights was still being negotiated and was likely to be received in 2021/22. Mrs Robb further advised that £51k of Hawick Common Good grants had been approved this year, it was difficult to predict the amount of funding awarded each year. However, the budget for grants could be adjusted as grant applications were received.

DECISION

(a) AGREED:

- (i) the projected income and expenditure for 2020/21 in Appendix 1 as the revised budget for 2020/21; and**
- (ii) the proposed budget for 2021/22 as shown in Appendix 1.**

(b) NOTED:

- (i) The projected balance sheet value as at 31 March 2021 in Appendix 2;**
- (ii) The summary of the property portfolio in Appendices 3 and 4; and**
- (iii) The current position of the Aegon Asset Management Investment Fund in Appendix 5.**

5. FACILITY FOR CAMPERVANS AT THE COMMON HAUGH

With reference to paragraph 8 of the Minute of 20 January, the Estates Strategy Manager, Mr Curtis, gave an update on the sluice facility for campervans at the Common Haugh. Mr Curtis advised that the Council had obtained probable costs from a Quantity Surveyor who had estimated the cost of the work to be around £8k. This included building works to create a

compound area, new manhole to lead to the waste water drain, sluice facility, flushing unit, fencing and coin lock.

Councillor Paterson moved that a report be presented to the Special meeting with detailed costings and charging policy before progressing with the sluice facility but received no seconder.

Councillor McAteer, seconded by Councillor Richards, moved as an amendment that officers progress the establishment of the sluice facility and come back to discuss the charging regime at the next meeting.

Before a vote was taken there was further discussion and following advice from officers Councillor Ramage as an alternative amendment moved that officers progress the sluice facility and come back to the Sub-Committee if the cost increased above £10k. This was seconded by Councillor Turnbull and subsequently accepted by all Members so no vote was required.

DECISION AGREED

- (a) To request officers progress the sluice facility for Campervans at the Common Haugh;**
- (b) That if the cost of the sluice increased above £10k officers to come back to the Sub-Committee; and**
- (c) That the amount to charge for use of the sluice facility be determined at the Special Meeting.**

6. HAWICK MARKET

With reference to paragraph 6 of the Minute of 8 December 2020, the Estates Strategy Manager advised of three options for Hawick Market for the Sub-Committee's consideration:

- (i) Advertise the market to determine if any of the existing stallholders were interested in taking on a lease. However, to date no expressions of interest had been received.
- (ii) The Sub-Committee undertake a feasibility study to explore different types of open area markets and then re-advertise the new opportunity. A disadvantage with this option was that the Sub-Committee was then guiding the outcome.
- (iii) To consider if a community organisation would be interested in taking on the market. SOSE could provide support to a community organisation with community engagement, business planning, market research, financial management, legal requirements and partnership working. SOSE could also access support for a feasibility study from Scottish universities. The advantage of this option was the support that could be obtained from SOSE and that consideration could be given to other locations for the market, which might not be Common Good land.

With reference to Option (i) Councillor Paterson advised that an existing stallholder had indicated he was willing to take on the market, he would forward the stallholder's details to Mr Curtis out with the meeting. Following discussion the Sub-Committee asked that Mr Curtis explore Options (i) and (iii) and come back with proposals.

DECISION AGREED

- (b) To request the Estates Strategy Manager discuss with the existing stallholder his interest in taking forward Hawick Market;**
- (c) To liaise with community engagement colleagues to gauge if any community organisation(s) would be interested in taking on the market; and**
- (d) To bring back to the Sub-Committee further proposals on Options (i) and (iii) as detailed above.**

MEMBER

Councillor Richards left the meeting during consideration of the above report.

7. PROPERTY UPDATE

7.1 Hawick Moor

With reference to paragraph 9.1 of the Minute of 8 December 2020, Mr Scott, Property Officer, advised that the asbestos had now been removed from the toilet block and they would be demolished next week. Mr Scott further advised that there was a problem with moles on the racecourse. The tenant had offered to arrange for their control and would recharge the cost back to the Common Good.

7.2 Hornshole

Hawick Volunteers Group had asked for the Council to purchase some materials such as bollards and flagstones for their works at Hornshole. The Council were then to recharge the Group. Mrs Robb advised that the Common Good could donate the materials which would allow costs to be reduced and ensure materials were the correct quality. The Hawick Volunteer Group could make a donation to Hawick Common Good towards the cost.

7.3 Pilmuir Farm

With reference to paragraph 13.3 of the Minute of 20 December, the roofing works had been delayed because of inclement weather. Works would commence in six weeks' time after lambing.

7.4 Hawick Burgh Woodlands

Drainage repairs and fencing had been undertaken to the track at the Golf Course. Mr Curtis added that replanting works have now been completed and this concluded the timber felling and replanting works.

7.5 Property Inspections

In response to a question Mr Scott advised that only minor maintenance was required to properties. The five year plan required updated as it had slipped because of Covid-19.

DECISION

AGREED

- (a) **The tenant at Pilmuir Farm to arrange for mole control and recharge the Council for the works;**
- (b) **To donate materials to Hawick Recreation Association for their works at Hornshole. Hawick Recreation Association to make a donation to Hawick Common Good towards costs; and**
- (c) **To update the Five Year Plan.**

8. PRIVATE BUSINESS

Act 1973 to exclude the public from the meeting during consideration of the business detailed in the Appendix to this Minute on the grounds that it involved the likely disclosure of exempt information as defined in Paragraphs 6 and 8 of Part I of Schedule 7A to the Act.

SUMMARY OF PRIVATE BUSINESS

9. PRIVATE MINUTE

Members approved the Private Minute of Hawick Common Good Fund Sub Committee held on 20 January 2021.

10. **PROPERTY UPDATE**

The Sub-Committee received updates on matters pertaining to Common Good properties.

The meeting concluded at 5.50 pm

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SCOTTISH BORDERS COUNCIL

GALASHIELS COMMON GOOD FUND SUB COMMITTEE

MINUTE of Meeting of the GALASHIELS
COMMON GOOD FUND SUB COMMITTEE
conducted remotely by Microsoft Teams on
Thursday 18 March 2020 at 10.00 am.

Present:- Councillors S. Aitchison (Chairman), A. Anderson, E. Jardine, H. Scott and
Community Councillor R. Kenney

In Attendance:- Treasury Business Partner (S. Halliday), Managing Solicitor-People and Court
(C. Donald), Estates Surveyor (J. Stewart), Democratic Services Officer (F.
Walling).

1. **MINUTE.**

There had been circulated copies of the Minute of 3 December 2020.

DECISION

APPROVED the Minute for signature by the Chairman.

2. **FINANCIAL MONITORING REPORT FOR 9 MONTHS TO 31 DECEMBER 2020 AND
PROPOSED BUDGET FOR FINANCIAL YEAR 2021/22**

There had been circulated copies of a report by the Executive Director, Finance & Regulatory providing details of income and expenditure for the nine months to 31 December 2020, a full year projected out-turn for 2020/21, projected balance sheet values as at 31 March 2021 and proposed budget for 2021/22. The Treasury Business Partner, Sara Halliday, highlighted the main points of the report and appendices. Appendix 1 to the report provided the projected income and expenditure position for 2020/21. This showed a projected surplus of £25 for the year which was better than the previously reported deficit on 3 December, due to an improvement in the return on the Aegon Investment Fund. Dividends from the Common Good Fund's investment in Aegon Asset Management amounted to £6,631, with the revised projection estimated at 4.5% return. As a result of the market value dropping due to the impact of the COVID-19, this projected 4.5% return was less than the overall 5% target and the monthly distribution profile projections provided by Aegon, but was an improvement on the original 2.5% budgeted return. Appendix 2 provided a projected balance sheet as at 31 March 2020. It showed a projected decrease in the reserves of £31,086. A breakdown of the property portfolio showing projected rental income and net return for 2020/21 and actual property income to 31 December 2020; and projected property expenditure for 2020/21 and actual property expenditure to 31 December 2020 was shown in Appendices 3a and 3b respectively. Appendix 4 provided a breakdown of the property portfolio showing projected property valuations as at 31 March 2021. The value of the Aegon Asset Management Investment fund to 31 December 2020 was shown in Appendix 5. The report explained that the fund had a 0.61% unrealised loss in market value since investment, largely due to continued volatility in investment markets. Overall, taking account of the income received the fund had achieved a return of 14.09% since investment in February 2018.

DECISION

(a) AGREED within Appendix 1 to the report:-

- (i) the projected income and expenditure for 2020/21 as the revised budget for 2020/21; and
 - (ii) the proposed budget for 2021/22.
- (b) **NOTED within the appendices to the report:-**
- (i) the projected balance sheet value as at 31 March 2021 in Appendix 2
 - (ii) the summary of the property portfolio in Appendices 3 and 4; and
 - (iii) the current position of the Aegon Asset Management Investment Fund in Appendix 5.

3. **PROPERTY**

With reference to paragraph 3.2 of the Minute of 3 December 2020, the Estates Surveyor, Jo Stewart, gave a verbal update on the proposal to harvest the mature trees at Ladhope. Ms Stewart explained that a meeting with a representative from the Golf Club, planned to take place in January, had been cancelled due to the re-introduction of restrictions. It was proposed to re-arrange this for May or when restrictions allowed. A representative from Agriforest would attend. Having sought further advice about timescales around removal of the trees, Ms Stewart clarified that practically the trees should be felled within the next five years and essentially within the next ten years. She referred to the proposal put together by Agriforest which had been circulated to Members. In discussion, Members recognised that extraction would be a significant and disruptive process which would have an impact on the Golf Club, the access road and surrounding paths. In terms of the removal of the timber and brash, it was noted that the proposal was to leave the brash in rows between the re-planting, which was more cost effective in addition to reducing the impact of extraction. Solicitor, Christina Donald, advised that a formal public consultation about the proposed timber extraction was not required under the terms of the Community Empowerment (Scotland) Act 2015, but acknowledged the Members' reference to the impact on local residents and that they had stressed the importance of as wide a consultation as possible. They agreed that, to help the Golf Club recover from the effect of closure during the Covid-19 pandemic, the work should not take place this year but it should happen during 2022 if possible. Ms Stewart was asked to arrange a site meeting when restrictions allowed, to include herself, the four elected Members of the Common Good Sub Committee, Community Council representative Mr Kenney, two representatives from the Golf Club and a representative from Agriforest. Members assumed that statutory requirements would include a traffic management plan from Agriforest, but asked for this to be provided at the meeting to enable early consideration of potential issues.

DECISION

AGREED to request the Estates Surveyor to arrange a site meeting, as detailed in the paragraph above, to discuss timber extraction at Ladhope.

4. **URGENT BUSINESS**

Under Section 50B(4)(b) of the Local Government (Scotland) Act 1973, the Chairman was of the opinion that the item dealt with in the following paragraph should be considered at the meeting as a matter of urgency, in view of the need to keep Members informed.

Councillor Aitchison drew attention to reports of damage caused by motorcycles and quad bikes using the road from Ellwyn Terrace and through Langlee Mains to gain access to a purpose built dirt track on the hill. He advised that the Police Community Action Team had been made aware of this.

**DECISION
NOTED**

The meeting concluded at 10.30 am

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MINUTE of Meeting of the EILDON AREA PARTNERSHIP held remotely by Microsoft Teams on Thursday, 25 March 2021 at 6.00 pm

Present:- Councillors G. Edgar (Chairman), S. Aitchison, E. Jardine, J. Linehan, D. Parker, H. Scott and E Thornton-Nicol (from para 4.2).
With 39 representatives of partner organisations, Community Councils, and members of the public.

Apologies:- Councillors A. Anderson and C. Cochrane

In Attendance:- Communities and Partnerships Manager, Locality Development Co-ordinator (K. Harrow), Democratic Services Officer (F. Walling).

1. **WELCOME**

The Chairman welcomed everyone to the meeting of the Eildon Area Partnership held remotely via Microsoft teams, which included elected Members, guests attending within the meeting and those watching via the Live Stream. He gave a particular welcome to Councillor Jenny Linehan, newly elected Member for Leaderdale and Melrose. The Chairman went on to outline how the meeting would be conducted.

2. **FEEDBACK AND EVALUATION FROM MEETING OF 28 JANUARY 2020**

The Minute of the meeting of the Eildon Area Partnership held on 28 January 2021 had been circulated and was noted.

3. **PLACE MAKING APPROACH**

3.1 Portfolio Manager, James Lamb, gave a slide presentation to provide an overview of the Place Making Approach. The aim of this initiative was to facilitate a more joined-up, collaborative and participative approach to services, land and buildings, across all sectors within a place. This should enable better outcomes for everyone and increased opportunities for people and communities to shape their own lives. The intention was to build on learning from the operation of the Community Assistance Hubs and Resilience Teams which had worked effectively during the Covid-19 pandemic. The presentation slides set out the scope of the Place Making approach in terms of links with relevant strategies, reviews, programmes and frameworks which were operating in the Scottish Borders and South of Scotland. Phase 1 of the programme, Preparation and Planning, had already started with initial awareness raising taking place in March and April through forums such as the Area Partnerships. Work would be carried out in June to shape the framework with Phase 2 taking place late summer to develop initial High Level Locality Place Briefs through workshops and identification of priorities and needs. Phase 3 in the Autumn would focus on agreeing and developing Place Programme workstreams with delivery being started in Phase 4 at the end of the year and on into 2022. Mr Lamb was looking for views and invited feedback which could be sent to him via the email address communityengagement@scotborders.gov.uk

3.2 Councillor Aitchison referred to the challenge of identifying and quantifying the sums of money involved in different strategies and asked how this would be rationalised. Mr Lamb

emphasised that Area Partnerships would have a role in prioritising projects. Community Council representative Jenny Mushlin advised that Stow Community Trust for Stow and Fountainhall had funding for a community development worker who was currently undertaking a place assessment. She asked how this would fit into the overall project. Mr Lamb believed this would put the area in a good place to feed into the process. He confirmed that communities who already had plans in place should bring these to Area Partnership meetings to amalgamate towards the development of high level locality place briefs. He also confirmed that the third sector would be very much involved in the process.

PROPOSED GALASHIELS COMMUNITY CAMPUS

- 3.3 As an addition to the agenda, the Chairman introduced Project Manager, Steven Renwick and Architects from the Project Design team to give an update on the Galashiels Community Campus project. Mr Renwick explained that he and his colleagues were in attendance to raise awareness of the launch of a consultation exercise which had recently gone live as the design of the campus was progressing. Due to Covid-19 restrictions it was not possible to carry out face to face consultation in the usual way. Instead, the public was encouraged to visit the Scottish Borders Council website and to contribute to the on-line consultation. The launch of the consultation exercise would be followed up with MS Teams based meetings with various groups in the town, some of these leading to follow-on sessions during the remaining part of March and into April. Following on from this, in May, there would be a formal and mandatory Education consultation. In terms of obtaining planning consent, as the proposed development represented a major application there would be 2 planning stages. A 12 week Proposal of Application Notice (PAN) would be followed by a full planning application later in the year. The public would be able to send in representations as part of this planning process. Design would progress in tandem with the statutory processes and the project team were looking at site commencement in Autumn 2022 with early 2025 being the target date to open to public and pupils. Mr Renwick added that he did not intend to present all the design information at the meeting as all this material could be found on the website. However he was happy to answer any questions from anyone who had looked at that material and would like more information at this stage.
- 3.4 Mr Renwick confirmed that the consultation did include space at the end to add comments. He thanked the community for what had already been a good response to the consultation with 700 visits to the site and 21 representations within the first week. In response to a question about what was being offered at the proposed campus in terms of community benefit, Mr Renwick explained that the swimming pool would be replaced with a 6-lane 25 metre community swimming pool, there would be a hydrotherapy facility, games hall, fitness suite, dance studio, gymnasium, 2G hockey pitch, 3G combined rugby/football pitch, stand-alone grass pitch and 6-lane athletics track. External tennis courts would be provided to ensure continuity of club sport. In answer to a question about the possibility of indoor tennis facilities, Mr Renwick advised there were ongoing discussions with Live Borders but there was no firm position on that at present. The development did encroach upon part of Scott Park but landscaping proposals around the school would enhance community access to the area and the design for a replacement playpark was currently being explored. With regard to car park facilities, Mr Renwick explained that once the new swimming pool was open the ground occupied by the existing pool would be used for bus drop-off and car parking. There were also plans to augment the existing path network in Scott Park to give enhanced pedestrian access to the facility. In recognition of a focus in social media about part of Scott Park disappearing it was noted that there would be additional space made available around the school for public access and that the re-development of the park would be locked into planning conditions. Although this was the preferred design option of all those considered, the importance of the public taking part in the consultation was stressed, as there were still unknowns. It was vital to get the design right and constructive suggestions would be taken on board. In further discussion, the project, which represented a huge investment for the Council, was recognised as a fantastic opportunity, for the young people and community of Galashiels, in providing a new school and wide-ranging community facility.

In conclusion the representatives from the project team advised that they would be happy to return to future meetings to provide an update at various stages and to answer questions.

4. **FIT FOR 2024: REVIEW OF AREA PARTNERSHIPS & COMMUNITY FUND**

With reference to paragraph 5 of the Eildon Area Partnership Minute of 28 January 2021, Locality Development Co-ordinator, Kenny Harrow, gave an update following the presentations of 2 reports to full Council that morning (25 March 2021) which followed the outcomes of each Area Partnership's review in relation to the findings of the Scottish Community Development Centre (SCDC) and the review of the Community Fund. The full reports can be accessed from the following link:

<https://scottishborders.moderngov.co.uk/ieListDocuments.aspx?CId=132&MId=5281&Ver=4>

In terms of the Community Fund, based on feedback and proposals from Area Partnerships there were a number of changes proposed to take effect from 1 April 2021. Mr Harrow gave a brief outline of the proposed changes. Area Partnerships could decide whether to adopt these changes or to continue with the status quo. A further report on the outcome of the changes after one year of operation would go back to Council where further recommendations would be made as appropriate. The Chairman asked for views about the proposed changes and suggestions about how to move forward, noting that, if adopted, the changes should be in place by the June Area Partnership meeting. Views were expressed supporting the proposed changes, particularly with regard to the establishment of an Assessment Panel and scoring mechanism for applications to the Community Fund. This was an opportunity for the Area Partnership to provide direction and decide how money should be spent. After further discussion it was suggested that a small sub group be set up and that this meet within two weeks to look at a scoring and monitoring mechanism. Prior to the meeting, evidence should be collected and shared. The following members were proposed and agreed to form the sub group:

Jim Johnston

Jenny Mushlin

Susan Hunter

Councillor Aitchison

Councillor Edgar

Councillor Thornton-Nicol

There were further suggested names put forward of people who were not present at the meeting. These would be followed up by Mr Harrow who would confirm the membership and arrange the first meeting of the group.

5. **SCOTTISH FIRE AND RESCUE SERVICE**

Steve Oliver introduced himself as the Station Commander for Galashiels Community Fire Station, Scottish Fire & Rescue Service (SFRS). He explained that there had been a few structure changes in the area with 4 Station Commanders providing 24/7 cover of the area which included Eildon. The group manager was now Tony Collins and the Area Commander Steve Gourlay. Current priority for SFRS was to maintain safe availability of the service during Covid. There had been some impact to stations but the retained crew had maintained cover in the same way, with certain measures being taken such as no mixing of watches on change over. In partnership with SBC and NHS Borders, fire stations were now being used for asymptomatic testing. The number of incidents requiring attendance by SFRS had been low during lockdown, probably due to a low level of activity. Presentations around Prevention and Protection and home prevention advice continued where requested and protectors provided where necessary. Fire safety audits were still being conducted with PPE, where risks would outweigh any risk from Covid. Steve Oliver can be contacted on steve.oliver2@firescotland.gov.uk

6. **LOCALITY PLAN PRIORITY: Reduce our impact on the local (and global) environment by raising awareness of what local communities can do in terms of their homes, their businesses, their schools, their travel etc.**

Youth Ambassadors for Sustainability, represented by Ewan Cameron-Lyle and Faye Turpie-Laird, had made a short video which was shared with the Area Partnership entitled “A Climate Emergency – our future in the Borders”. The video gave examples of how the Scottish Borders was not yet equipped to deal with global warming and challenges to address such as litter damaging local green spaces, too many diesel and petrol vehicles, too few public transport links and too few electric charging points. There were also a lack of jobs, particularly green jobs, to keep people living in the Borders. What was needed was a community not reliant on fossil fuels, an efficient transport system, green jobs and shared resources. The presentation referred to several initiatives and groups in the Borders already working towards zero carbon and zero poverty, such as Café U; Greener Melrose; Plastic Free Borders; Sea the Change; Peebles CAN; Greener Hawick; Peebles Biodiversity & Ecology group; Selkirk Community Shed and many more. With reference to the Council’s declaration of a Climate Emergency, the presentation called for more electric charging points, more community places, improved transport links, re-wilding, creation of more green jobs and change from fossil fuels to renewables. Youth Ambassadors for Sustainability were launching a new campaign named “Our promise to the planet” which asked for everyone who lives in the Borders to make one promise to the planet. Members of the Area Partnership thanked Euan and Faye for showing the video and welcomed the messages conveyed. Many made a commitment to join the campaign by agreeing to make a promise to the planet as requested. Anyone wishing to record and share their pledge should send a photograph to Pam Rigby, Youth Engagement Worker, at pam.rigby@scotborders.gov.uk who would add this to the social media site.

7. LOCALITY PLAN PRIORITY: Strengthen partnership working between local services

With reference to paragraph 4.1 of the Eildon Area Partnership Minute of 28 January 2021, Team Leader Oonagh McGarry, provided an update on the Eildon Community Assistance Hub. As previously explained, the hubs were originally set up to ensure that individuals had the support they needed during the pandemic. Ms McGarry advised that although the number of assistance requests was now decreasing there was help provided in February/March to obtain food and medicines during self-isolation; energy supplies; and digital devices through the Connecting Scotland scheme. Information and advice was also provided around areas such as Free School Meals, fuel debt etc. Weekly Community Hub meetings involved 27 services/organisations (statutory and third sector) and 33 individuals. Key themes emerging for the Eildon area were digital inclusion, fuel poverty, poverty, transport, mental health, employment, disadvantaged groups and volunteer and paid staff wellbeing. The Community Assistance Hub continued to operate and could be contacted on Covid-19community@scotborders.gov.uk 0300 100 1800.

8. EILDON COMMUNITY FUND 2020/21

Assessments of five applications to the Eildon Community Fund had been circulated, plus a summary of grant funding within Eildon in 2020/21 and the source of that funding. Mr Harrow referred to the summary which showed grant applications awarded, those under assessment and those to be considered by the Area Partnership. He advised that if the pending applications were approved there would still be just over £31k in the Eildon pot for distribution. Consideration should be given as to how to encourage groups to apply for support through the Community Fund. Before giving consideration to the five following applications, Mr Harrow gave a summary of each and confirmed that each met the Community Fund criteria.

8.1 Selkirk Community Council

The application under consideration was submitted by Selkirk Community Council on behalf of the local Cycling Without Age group for £2,250 for the purchase of a second trishaw for the town, the first having been purchased using funding from Selkirk Common Good Fund. The purpose of the scheme was to allow elderly and “mobility limited” individuals to get out and about in their community. Cycling without Age had demonstrated that trishaw projects had a positive effect on emotional well-being and improved mental health. As two volunteers always needed to be present on an outing it

was felt that it would be useful for them to be piloting a second trishaw with another person. After receiving answers to questions the request for £2,250 was approved in full.

8.2 **Interest Link Borders**

The application from Interest Link Borders was for £5,000 to continue the development of an existing volunteer befriending project which supported up to 45 socially isolated children, young people and adults with learning disabilities living in Eildon/Central borders annually. Support was currently being given on-line and through other distance methods. There was increased demand due to other facilities being closed. The Group was projecting a shortfall in salary funding and was applying for a one-off grant of £5,000 for project staff costs. The request for £5,000 was approved in full.

8.3 **TD1 Youth Hub**

TD1 Youth Hub was applying for £11,803 match funding to deliver the TD1 Pathfinder programme, a project which aimed to promote and support positive mental health and inclusion through access to facilities and by encouraging young people to develop new skills that pushed their personal boundaries. The TD1 Pathfinder programme would run 2 sessions a week. One would have a food/health focus and the other would be around physical activity with a focus on cycling and inclusion of other sports such as football, walking and golf. There would be links into existing sports clubs in the area and youth awards given where applicable. The funding would cover staffing costs for 52 weeks, 3 bikes and facility bookings. Area Partnership members were very supportive of the project, particularly in respect to the integration with existing clubs in the area. The request for £11,803 was approved in full.

8.4 **Workplace Chaplaincy Scotland**

The request was for a grant of £4,266 to recruit individual session workers to support the sessional project leader deliver the Wellbeing Community Resilience Project. The workforces served by chaplains amounted to a combined workforce of around 4,550 with more than 100 workers being supported. The group would aim to offer training modules including Redundancy – what now; Building Resilience; Trauma support; and Depression and Bereavement. The group also aimed to offer workplace training including health and wellbeing weeks and events. The request for £4,266 was approved in full.

8.5 **Newtown & Eildon Community Council**

The request was for £3,068.97 to cover the cost of 6 gazebos. These would be used to host various stalls at the Newtown St Boswells craft fair, which was held after a parade to celebrate the switching on of the village lights and Christmas Tree. The gazebos would also be used for community fundraising events all year around and be available to other community groups within the village and surrounding area. Use of the gazebos would help in the Covid recovery plan in providing covered outside spaces for events. The request for £3,068.97 was approved in full.

9. **COMMUNITY FUND EVALUATIONS - UPDATE ON PROGRESS**

Update from YouthBorders

Susan Hunter, from YouthBorders, was in attendance to give an update. She explained that YouthBorders was funded by the Community Fund to sustain their Part-Time Membership Development Officer. Since November the Development Officer had provided proactive support to youth groups (staff, volunteers, trustees) in the following areas: Trustee Recruitment and Diversity; Child Protection; Volunteer Induction; and Development and Implementing Policies in youth groups. Training had also been organised for Child Protection and Social Media. Partnership activity which had benefited the Eildon area included an opportunity between Alchemy Film and Arts with youth clubs in Galashiels, Langlee and Tweedbank; work to develop inclusive youth work for ASN youth with BANG; and the administration of a small grants scheme for creative practitioners to work with youth and community groups and schools which would bring financial benefit to the Eildon area. YouthBorders provided re-active support to youth groups in relation to risk assessment; new Covid-19 guidance for youth work; job

descriptions and recruiting staff; developing play and after school activities; promotion of the Rural Action Fund; and making connection between identified need and existing groups. The Development Officer had also been supporting the growth of the YouthBorders membership with new members joining the network: Alchemy Film and Arts; Live, Learn, Earn; and a few more who were in the process of joining. Celebrating our network and the achievements of YouthBorders members had also been part of this role – and this had taken place on social media and through the regular e-bulletin and YouthBorders news.

10. **ANY OTHER FORMAL BUSINESS**

The Chairman referred to an appendix which had been circulated prior to the meeting with information on current SCB consultations, reports, information on the Community Empowerment Act and useful links. He also drew attention to the Evaluation form which was available through the meeting's chat box to collect feedback from the meeting. A summary of feedback received during the meeting is shown from the following link: <https://forms.office.com/Pages/AnalysisPage.aspx?id=ojLtiWub20G7bzduyPzRHek6Osf4lNxHuENZi6RBIH1UN1JBQ0FES0owNUUzmk5EVks3OTkxSIFZOS4u&AnalyzerToken=X6ilzkcufuXln3J8o8q1h1sa2xqgZRbl>

11. **OPEN FORUM**

Mr Johnston gave a quick update about the Galashiels trishaw. Routes were in place, volunteers recruited and the trishaw was ready to go once Covid restrictions allowed. Jim McPherson agreed that this was also the position in Selkirk. Mr McPherson added that he was hoping to become qualified as a trainer for volunteer pilots.

12. **NEXT AREA PARTNERSHIP**

The next meeting was scheduled for Thursday 24 June 2021. Suggestions for agenda items could be sent to the Locality Development Co-ordinator at kenny.harrow@scotborders.gov.uk. by 10 June 2021

CHAIRMAN

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

The meeting concluded at 8.00 am

SCOTTISH BORDERS COUNCIL PLANNING AND BUILDING STANDARDS COMMITTEE

MINUTE of Meeting of the PLANNING AND BUILDING STANDARDS COMMITTEE held via Microsoft Teams on Monday, 29 March 2021 at 10.00 a.m.

Present:- Councillors S Mountford (Chairman), A. Anderson, J. Fullarton, S. Hamilton, H. Laing, D. Moffat, C. Ramage, N. Richards, E. Small.

In Attendance:- Planning and Development Standards Manager, Lead Planning Officer (B. Fotheringham), Lead Planning Officer (Craig Miller), Lead Roads Planning Officer, Solicitor (Fraser Rankine), Democratic Services Team Leader, Democratic Services Officer (F. Henderson).

1. **MINUTE**

There had been circulated copies of the Minute of the Meeting held on 1 March 2021.

DECISION

APPROVED for signature by the Chairman.

2. **APPLICATIONS**

There had been circulated copies of reports by the Chief Planning and Housing Officer on applications for planning permission requiring consideration by the Committee.

DECISION

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

3. **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) **Appeals had been received in respect of :-**

(i) **Erection of two dwellinghouses and removal of Condition No 4 from Planning Consent 02/01783/FUL on Land West of 8 Ballantyne Place, Peebles – 20/00753/FUL; and**

(ii) **Erection of 22 dwellinghouses with new access road and associated work on Land East of Knapdale, 54 Edinburgh Road, Peebles – 20/00753/FUL**

(b) **the Reporter had dismissed an appeal in respect of the erection of 52 holiday lodges with office, reception/shop and formation of associated roads and parking on Land North West of Willowdean House, Foulden – 20/00067/FUL**

(c) **there were no appeals previously reported on which decisions were still awaited when the report was prepared on 19 March 2021**

(d) **The decision of the appointed officer had been upheld in respect of:-**

- (i) **the Erection of dwellinghouse on Land North West of Whinneybrae, Skirling – 20/00923/PPP; and**
 - (ii) **Erection of dwellinghouse with integral garage on Land North East of Balcladach, Easter Ulston, Jedburgh - 20/00956/PPP in terms of reasons for refusal were varied.**
- (e) **there remained one review previously reported on which a decision was still awaited when the report was prepared on 19 March 2021 and related to the site at:**

- **Angling Club, 5 Sandbed, Hawick**

- (f) **there remained one S36 PLI's previously reported on which decisions were still awaited when the report was prepared on 19 March 2021 and related to sites at:**

- **Crystal Rigg Wind Farm, Cranshaws, Duns**

The meeting concluded at 12.25 p.m.

APPENDIX I
APPLICATION FOR PLANNING PERMISSION

<u>Reference</u>	<u>Nature of Development</u>	<u>Location</u>
19/00210/PPP	Re-development of auction mart facilities including and mixed use development comprising Class 1 retail, Class 2 professional, Class 3 (including sui generis) food and drink, Class 4-6 business/light industry, Class 7 hotel, Class 8 residential institutions (college/training centre), Class 9 dwellinghouses (including sui generis – flats) Class 10 non-residential institutions, Class 11 Assembly and leisure, access (including roundabout on A68), car parking, demolition of buildings and associated works.	Auction Mart and Land North East of Auction Mart Newtown St Boswells

Decision: Approved subject to the following conditions, Informatives and a legal agreement.

Timescale

1. Approval of the details of the layout, siting, design and external appearance of the building(s), the means of access thereto and the landscaping of the site shall be obtained from the Local Planning Authority.
Reason: to achieve a satisfactory form of development and to comply with the requirements of Section 59 of the Town and Country Planning (Scotland) Act 1997, as amended by the Planning etc. (Scotland) Act 2006.
2. Application for approval of matters specified in the conditions set out in this decision shall be made to the Planning Authority before whichever is the latest of the following:
(a) the expiration of five years from the date of this permission, or
(b) the expiration of six months from the date on which an earlier application for approval of matters specified in the conditions set out in this decision notice was refused or dismissed following an appeal.
Only one application may be submitted under paragraph (b) of this condition, where such an application is made later than three years after the date of this consent.
Reason: to achieve a satisfactory form of development and to comply with the requirements of Section 59 of the Town and Country Planning (Scotland) Act 1997, as amended by the Planning etc. (Scotland) Act 2006.
3. The development hereby permitted shall be begun before the expiration of two years from the date of approval of the last of the matters specified in the conditions set out in this decision.
Reason: to achieve a satisfactory form of development and to comply with the requirements of Section 59 of the Town and Country Planning (Scotland) Act 1997, as amended by the Planning etc. (Scotland) Act 2006.

General

4. A detailed master plan for the site, including a phasing programme, detailed design, built form and layout guidance, to be submitted to and approved in writing by the Planning Authority with the first application for approval of matters specified in conditions. The development then to be designed and implemented in accordance with the approved master plan.
Reason: To ensure a well-planned and phased development and minimise adverse impacts on the scenic qualities of the National Scenic Area.

5. Any retailing elements within Zone B not to be stand-alone units and remain ancillary to the main Class 4-6 Uses, occupying no more than 10% of the overall gross floor area of each Use.
Reason: To ensure that the scale and nature of retailing elements remain ancillary to the main uses in compliance with LDP Policies PMD4 and ED3.

Landscape

6. Further details and specification of all landscape proposals to be submitted for the approval of the Planning Authority, in consultation with Scottish Natural Heritage, as part of the required Masterplan, including areas of open space, tree and hedgerow retention along the A68, B6398 and within and adjoining the wooded deans, measures to reduce landscape and visual impacts and provide visual containment to the development along the boundaries of the site, maintenance and management. Existing trees should be protected in accordance with BS 5837.
Reason: To protect the tree and hedge resource along the A68 and character of the NSA and to retain the amenity, screening effect and green corridor connectivity of the trees in this location until the detail of the future railway is known.
7. Prior to commencement of the development, details of the frontage landscaping treatment along the trunk road boundary shall be submitted to, and approved by, the Planning Authority, after consultation with Transport Scotland.
Reason: To ensure that there will be no distraction to drivers on the trunk road and that the safety of the traffic on the trunk road will not be diminished.
8. No development to occur within a buffer zone of at least 15 metres from the boundary of the woodland SAC/SSSI within the application site boundary and no development to commence until the planting of the buffer zone and boundary details with the development are submitted and agreed in writing by the Planning Authority, in consultation with Scottish Natural Heritage. The planting then to be carried out in accordance with the approved details and an agreed timescale.
Reason: To protect the existing woodland SAC/SSSI from damage during and after the development process and offset the impacts on the NSA and designed landscapes.
9. No development to occur within the "Community Rural Recreation Area" shown on the approved drawing NSB.AR(PL)012, the landscape and boundary treatments of this area to be submitted for the approval of the Planning Authority, in consultation with Scottish Natural Heritage, with the submission of the Masterplan and overall landscape proposals.
Reason: To protect the existing woodland resource from damage during and after the development process and offset the impacts on the NSA and designed landscapes.
10. No development to be commenced until a scheme of children's' playspace is submitted to, and approved in writing by, the Planning Authority. Once approved, the scheme to be implemented in accordance with an agreed timescale consistent with the provisions of the legal agreement.
Reason: To ensure the development makes adequate provision for children's' play space.

Ecology

11. No development, other than works to existing footpaths approved separately under this consent, to be carried out within the boundaries of the River Tweed and Borders Woods SACs.
Reason: To protect the ecological interest in accordance with Local Development Plan policies EP1, EP2 and EP3.

12. Prior to the commencement of development, the developer shall provide to the Planning Authority:
 - a) a copy of the relevant European Protected Species licence, or, Bat Low Impact Licence as appropriate
 - b) a copy of a statement in writing from Scottish Natural Heritage (licensing authority) stating that such a licence is not necessary for the specified developmentReason: To protect the ecological interest in accordance with Local Development Plan policies EP1 and EP3.
13. Prior to commencement of development, a Species Protection Plan for bats, otter, badger, other mammals, breeding birds, reptiles and amphibia shall be submitted to and approved in writing by the Planning Authority. The SPP shall incorporate provision for a pre-development supplementary survey and a mitigation plan, including demonstration through the design of the development that mammals will still be able to move freely between the fingers of the woodland SAC/SSSI. No development shall be undertaken except in accordance with the approved in writing SPP.
Reason: To protect the ecological interest in accordance with Local Development Plan policies EP2 and EP3.
14. Prior to commencement of development a Construction Environmental Management Plan incorporating the latest good practice guidelines and statutory advice (including as outlined in GPP1, GPP2, GPP4, GPP5 and PPG6 and BS5837:2012 and consistent with any CAR licence requirements), to protect the River Tweed SAC, Borders Woods SAC, local waterbodies and biodiversity, shall be submitted to and approved in writing in writing by the Planning Authority in consultation with Scottish Natural Heritage. Any works shall thereafter be carried out strictly in accordance with the approved in writing scheme
Reason: To protect the ecological interest in accordance with Local Development Plan policies EP1, EP2 and EP3.
15. Prior to commencement of development a Construction Method Statement to manage, store and protect soils shall be submitted to and approved in writing by the Planning Authority in consultation with Scottish Natural Heritage. Any works shall thereafter be carried out strictly in accordance with the approved in writing scheme
Reason: To protect the ecological interest in accordance with Local Development Plan policies EP1, EP2 and EP3.
16. Prior to commencement of development, a Landscape and Habitat Management Plan (LHMP) including measures identified in the EclA (neo Environmental, 03/10/2018) and additional ecological information, and ensuring the provision of a minimum 15m buffer no-development planted area around the designated woodland habitat and maintenance and creation of species rich grassland habitat, shall be submitted to and approved in writing by the Planning Authority in consultation with Scottish Natural Heritage. No development shall be undertaken except in accordance with the approved in writing LHMP.
Reason: To protect the ecological interest in accordance with Local Development Plan policies EP1, EP2 and EP3.
17. Prior to the commencement of development an Ecological Clerk of Works (ECoW) shall be appointed to carry out pre-construction ecological surveys in order to monitor compliance with the Construction Environmental Management Plan, Species Protection Plans and Landscape and Habitat Management Plan and Invasive Non-Native Species Management Plan.
Reason: To protect the ecological interest in accordance with Local Development Plan policies EP1, EP2 and EP3.

18. Prior to commencement of development a sensitive lighting scheme incorporating the latest good practice guidelines (as outlined: Guidance Note 8/18 (2018): Bats and artificial lighting in the UK and consistent with the lighting submissions made to satisfy the Trunk Roads and Environmental Health conditions), to protect bats shall be submitted to and approved in writing by the Planning Authority. Any works shall thereafter be carried out strictly in accordance with the approved in writing scheme
Reason: To protect the ecological interest in accordance with Local Development Plan policies EP1, EP2 and EP3.
19. Prior to commencement of development, an Invasive Non-Native Species Management Plan, shall be submitted to and approved in writing by the Planning Authority in consultation with Scottish Natural Heritage, including measures to prevent non-native species becoming established in the SAC/SSSI woodland and buffer zone. Meadow seed mix should not include sainfoin *Onobrychis viciifolia*, or musk mallow *Malva moschzta*. No development shall be undertaken except in accordance with the approved in writing INNMP.
Reason: To protect the ecological interest in accordance with Local Development Plan policies EP1, EP2 and EP3.
20. Prior to commencement of development, a Woodland Management Plan for the SAC/SSSIs and associated buffer zone, shall be submitted to and approved in writing by the Planning Authority in consultation with Scottish Natural Heritage. The Plan should address planting of native tree and shrub species of local origin within the buffer. No development shall be undertaken except in accordance with the approved in writing WMP.
Reason: To protect the ecological interest in accordance with Local Development Plan policies EP1, EP2 and EP3.

Cultural Heritage

21. Detailed proposals for the retention, restoration, phasing, use and maintenance of the Category B Listed Auction Ring building, including preservation of its setting, must be submitted to and approved in writing by the Local Planning Authority with the first application for approval of matters specified in conditions. No development should commence until the proposals have been agreed. The development should then proceed in accordance with the agreed proposals, including timescale and phasing, and maintained in perpetuity
Reason: To ensure the preservation and after-use of a building of special historic character.
22. The design, uses and layout of Zone "E" and the area marked for "future development", in proximity to the Category C Listed former Railway Hotel, should provide for the conservation and enhancement of the setting of the building and its features.
Reason: To safeguard the setting of a building of special historic character.
23. 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.

Trunk Road

24. Prior to the occupation of any part of the development hereby permitted, and following consultation with Transport Scotland as Trunk Roads Authority, the new roundabout junction with the A68(T), generally as illustrated on Goodson Associates Drawing No. 700 Rev. B, shall be completed and fully operational.

Reason: To ensure that the standard of access layout complies with the current standards and that the safety of the traffic on the trunk road is not diminished.

25. No development shall be commenced on the east side of the A68 trunk road, or to commence the construction of the western arm from the proposed new access roundabout on the A68(T), until such time as a scheme for the provision of appropriate pedestrian / cycle crossing facilities across the A68(T) has been submitted to and approved in writing by the Planning Authority, in consultation with Transport Scotland.

Reason: To ensure that the movement of pedestrians and cyclists is confined to the permitted means of access, without interfering with the safety and free flow of traffic on the trunk road.

26. The agreed pedestrian / cycle crossing facilities referred to in condition 25 will require to be constructed and fully operational, in consultation with Transport Scotland, prior to the commencement of any development on the east side of the A68 trunk road.

Reason: To ensure that the movement of pedestrians and cyclists is confined to the permitted means of access, without interfering with the safety and free flow of traffic on the trunk road.

27. Unless otherwise agreed in writing by the Planning Authority, after consultation with Transport Scotland, the number of residential units hereby permitted within the development shall not exceed 150.

Reason: To ensure that the scale of development does not exceed that assessed by the supporting Transport Assessment, and to ensure that the scale and operation of the proposed development does not adversely affect the safe and efficient operation of the trunk road network.

28. Prior to the commencement of the development details of the lighting within the site (consistent with the lighting submissions made to satisfy the Ecology and Environmental Health conditions) shall be submitted for the approval of the Planning Authority, after consultation with Transport Scotland, as the Trunk Roads Authority. The lighting then to be installed in accordance with the approved details and an agreed timescale.

Reason: To ensure that there will be no distraction or dazzle to drivers on the trunk road and that the safety of the traffic on the trunk road will not be diminished.

29. Prior to commencement of the development, details of the barrier proposals along the trunk road boundary shall be submitted to, and approved by, the Planning Authority, after consultation with Transport Scotland. The barriers then to be installed in accordance with the approved details and an agreed timescale.

Reason: To minimise the risk of pedestrians and animals gaining uncontrolled access to the trunk road with the consequential risk of accidents.

Roads

30. All access roads, and form of development, must take account of the potential future expansion of the Borders Rail Line, including levels for the western arm of the proposed

roundabout, surrounding development and accesses to the Council and public car parks and industrial units.

Reason: To safeguard the extension of the Border Railway Line as per Policy IS3 of the Council's Local Development Plan.

31. All parking levels must be in accordance with SEStrans Parking Standards, with the exception of the residential development which should be in accordance with the standards in the Scottish Borders Local Development Plan.

Reason: To ensure the development hereby approved is served by an adequate level of parking.

32. Detailed engineering drawings must be provided at detailed planning stage relating to matters such as, but not limited to, road layouts, building floor levels, parking ratios, road and parking levels.

Reason: To ensure all development hereby approved is designed to acceptable gradients that allow for future development potential.

33. Swept path analysis for all prospectively public roads shall be required as part of any detailed application.

Reason: To ensure that all prospective public roads can accommodate all associated traffic including service, emergency and public transport vehicles where applicable.

34. A Transport Assessment must be submitted to, and agreed in writing by the Planning Authority, at detailed stage covering all aspects of transport associated with such a development and cover pedestrian, cycle and vehicular transport (including public transport). All measures identified via the agreed TA must be included within the detailed stage submission unless otherwise agreed in writing with the Planning Authority, following discussions with Transport Scotland if required, and completed to an agreed timescale thereafter.

Reason: To ensure the adjacent public road network can accommodate the traffic associated with the development hereby approved.

35. A Traffic Management Plan (TMP) covering each individual phase of the development hereby approved must be submitted to and agreed in writing by the Planning Authority prior to works commencing on each relevant phase of the development.

Reason: To ensure that all appropriate measures are in place to ensure the safety of residents and other road users during the construction phases of the development.

36. The development within Zone E to accommodate a new road link for access from the site to the Waste Water Treatment Works, as per planning consent ref. 19/01626/FUL.

Reason: To facilitate improved access for vehicles to the Waste Water Treatment Works.

Pedestrian Access

37. A Path Planning Study should be commissioned within the title deed extent of the landowner affected. A detailed plan of public access (pedestrian, cycle, horse, all ability routes), across and out with the site, (existing, during construction and upon completion) should be provided by the developer for the consideration of the Planning Authority, in liaison with Scottish Natural Heritage. This should show:

1. All existing rights of way, core paths or other paths/ tracks used for public access;
2. Any diversions of paths - temporary or permanent - proposed for the purposes of the development;
3. Details of improvements which the developer will implement in terms of:
 - a. Upgrading the existing path network within the site boundary e.g. widening and surfacing the path as shown blue on map 2, replacing existing old timber steps as shown green on map 2, with raised steps and walkway;

- b. Provision of high-quality public access routes linking the site with the wider access network of paths and tracks;
- c. Provision of high-quality public access routes within the proposed development site, for example the creation of an easy access path/ footway around the development boundary constructed to an adoptable standard, as shown in red on the map 2;
- d. Provision of additional path furniture required in terms of signage and interpretation.
- e. Mitigation relating to the potential impacts of the footpath improvements on the character and integrity of the Borders Woods and River Tweed Special Areas of Conservation.

Reason: To ensure full pedestrian connectivity between the development and the existing path networks and to preserve the natural heritage of the designated sites containing the paths.

Environmental Health

38. Unless otherwise agreed in writing and in advance by the Planning Authority, prior to any development commencing a scheme will be submitted by the Developer (at their expense) to identify and assess potential contamination on site. No construction work shall commence until the scheme has been submitted to, and approved, by the Council, and is thereafter implemented in accordance with the scheme so approved.

The scheme shall be undertaken by a competent person or persons in accordance with the advice of relevant authoritative guidance including PAN 33 (2000) and BS10175:2011 or, in the event of these being superseded or supplemented, the most up-to-date version(s) of any subsequent revision(s) of, and/or supplement(s) to, these documents. This scheme should contain details of proposals to investigate and remediate potential contamination and must include:-

- a) A desk study and development of a conceptual site model including (where necessary) a detailed site investigation strategy. The desk study and the scope and method of recommended further investigations shall be agreed with the Council prior to addressing parts b, c, d, and, e of this condition.

and thereafter

- b) Where required by the desk study, undertaking a detailed investigation of the nature and extent of contamination on site, and assessment of risk such contamination presents.
- c) Remedial Strategy (if required) to treat/remove contamination to ensure that the site is fit for its proposed use (this shall include a method statement, programme of works, and proposed validation plan).
- d) Submission of a Validation Report (should remedial action be required) by the developer which will validate and verify the completion of works to a satisfaction of the Council.
- e) Submission, if necessary, of monitoring statements at periods to be agreed with the Council for such time period as is considered appropriate by the Council.

Written confirmation from the Council, that the scheme has been implemented completed and (if appropriate), monitoring measures are satisfactorily in place, shall be required by the Developer before any development hereby approved commences. Where remedial measures are required as part of the development construction detail, commencement must be agreed in writing with the Council.

Reason: To ensure that the potential risks to human health, the water environment, property, and, ecological systems arising from any identified land contamination have been adequately addressed.

39. Information on impacts on local air quality, including cumulative impacts with other development, should be submitted with the first application for approval of matters specified as conditions and no development to commence until the information has been assessed and any recommendations arising from assessment have been agreed. The development should then proceed in accordance with any recommendations agreed.
Reason: To ensure that impacts on local air quality are fully assessed and mitigated.
40. No development shall take place within any of the development zones west of the A68 until an Odour Impact Assessment on the potential for odour from the auction mart affecting new residential, commercial or public uses proposed in those zones, has been submitted to and been approved in writing by the Planning Authority. The Assessment shall be submitted with the first application for matters specified as conditions for any of the aforementioned zones and any mitigation then implemented in accordance with the approved Assessment and timescales.
Reason: In order to protect residential amenity and ensure compatibility between proposed and existing uses.
41. No development shall take place until an assessment on the potential for noise from the development affecting residential or commercial properties in the area has been submitted to and been approved in writing by the Planning Authority. The assessment shall include, but not be limited to, noise sources identified in the submitted Noise Impact Assessment (neo Environmental, 3/1/19).
If the assessment indicates that noise from the development is likely to affect neighbouring residential or commercial properties then a detailed scheme of noise mitigation measures shall be submitted to and approved in writing by the Planning Authority prior to the commencement of the development. The approved scheme shall be implemented prior to the operation of any uses and be permanently maintained thereafter.
Reason: In order to protect residential or other amenity.
42. A report detailing the lighting scheme and predicted light levels at residential properties (and consistent with the lighting submissions made to satisfy the Trunk Roads and Ecology conditions) must be submitted to and be approved in writing by the Planning Authority with the first application for approval of matters specified as conditions. No development should commence until the report has been assessed and any recommendations arising from assessment have been agreed. The development should then proceed in accordance with any recommendations agreed, including timescale and phasing, and maintained in perpetuity
Reason: To ensure that impacts of light pollution on residential amenity are fully assessed and mitigated.

Water and Drainage

43. A scheme of water and drainage provision must be submitted to and be approved in writing by the Local Planning Authority, in consultation with SEPA, with the first application for approval of matters specified as conditions. No development should commence until the scheme has been agreed. The development should then proceed in accordance with the agreed scheme including timescale and phasing. The scheme shall include the following:
1. Detailed SUDs proposals in relation to site topography, taking into account the proximity of the River Tweed SAC/SSSI.
 2. Maintenance of the drainage systems including SUDs.
 3. No drainage connections to the trunk roads network.
 4. Overland flow pathways identified within the appendix of the submitted Flood Risk Assessment are maintained and no built development should be proposed or carried out within these areas.

5. All building finished floor levels are set a minimum of 600mm above existing ground levels

Reason: To ensure that the site is fully serviced and connected to public services, to ensure the long term functionality and maintenance of the system, to minimise flood risk, to safeguard the River Tweed SAC/SSSI and to ensure that the efficiency of the existing trunk road drainage network is not affected.

Other matters

44. An Energy Statement shall be submitted with the first application for approval of matters specified as conditions and no development to commence until the Statement and any recommendations have been agreed. The Statement should demonstrate feasibility studies into District Heating and its findings incorporated into the design of the development, illustrated in the required Design and Access Statement.

Reason: To ensure sustainable development and use of energy resources.

45. A Site Waste Management Plan shall be submitted with the first application for approval of matters specified as conditions and no development to commence until the Plan and any recommendations have been agreed. The Plan should incorporate provision for both construction and operation of the development and its findings incorporated into the design of the development, illustrated in the required Design and Access Statement.

Reason: To ensure sustainable waste management provision.

Informatives

1. In terms of Class 1 Retail development, there is preference for this to be concentrated within Zone E or the "Future Development Area" within the village centre rather than within Zone D towards the A68. Any applications for retail submitted within Zone D will be assessed sequentially, including an assessment of what opportunities there are for more central location for the proposed development.

2. Advice from SBC Access Officer

Mapping of the wider path network across the Scottish Borders can be found at:
www.scotborders.gov.uk/mapadvanced

3. Advice from SBC Archaeology Officer

The ALGAO guidance for historic building recording can be found at:
www.algao.org.uk/sites/default/files/documents/ALGAO_Scotland_Buildings_Guidance_2013.pdf

4. Advice from SBC Heritage Officer

The Masterplan required in Condition 4 should be prepared in full compliance with the "Placemaking" SPG and "Designing Streets" Guidance.

The retention of other historic structures and spaces associated with historic market use could positively inform new design interventions and reinforce connection to the past and strong placemaking

Similarly, the potential impact of development upon the setting and longer views of heritage assets and historic viewpoints out with the site should be demonstrably conserved and enhanced

5. Advice from SBC Flood Risk Officer

The applicant should be made aware that flooding can occur from other sources including run-off from surrounding land, blocked road drains, surcharging sewers and blocked bridges and culverts.

6. Advice from SBC Environmental Health

In relation to air quality, new applications should be supported by such information as is necessary to allow a full consideration of the proposal on local air quality. It may also be necessary to consider cumulative impacts from other developments in the local area. Consideration should be given to the Institute of Air Quality Management 'Land-Use Planning & Development Control: Planning For Air Quality'.

In relation to lighting, consideration shall be given to the Institute of Lighting Professionals Guidance Notes for the Reduction of Obtrusive Lighting (2020).

In relation to odour assessment, this should be guided by Institute of Air Quality Management "Guidance on the assessment of odour for planning".

In relation to noise assessment, this shall be carried out by a suitably qualified acoustic consultant/engineer and shall take into account the provisions of BS 8233:2014 Guidance on sound insulation and noise reduction for buildings, and BS 4142:2014 Methods for rating and assessing industrial and commercial sound.

7. Advice from Transport Scotland

The applicant should be informed that the granting of planning consent does not carry with it the right to carry out works within the trunk round boundary and that permission must be granted by Transport Scotland Roads Directorate . Where any works are required on the trunk road, contact details are provided on Transport Scotland's response to the planning authority which is available on the Council's planning portal.

Trunk road modification works shall, in all respects, comply with the Design Manual for Roads and Bridges and the Specification for Highway Works published by HMSO. The developer shall issue a certificate to that effect, signed by the design organisation.

Trunk road modifications shall, in all respects, be designed and constructed to arrangements that comply with the Disability Discrimination Act: Good Practice Guide for Roads published by Transport Scotland. The developer shall provide written confirmation of this, signed by the design organisation.

The road works which are required due to the above Conditions will require a Road Safety Audit as specified by the Design Manual for Roads and Bridges.

Any trunk road works will necessitate a Minute of Agreement with the Trunk Roads Authority prior to commencement.

8. Advice from Roads Planning

All prospectively public roads shall be subject to a Road Construction Consent application. This must include details of, but not restricted to, road levels, geometry, lighting and drainage (including SUDS).

Technical Approval shall be required for any retaining structures which are to be adopted by the Council.

Design details of all retaining structures which are adjacent to prospectively public roads but are to remain private must be submitted to the Council for approval.

9. Advice from SEPA

Authorisation is required under The Water Environment (Controlled Activities) (Scotland) Regulations 2011 (CAR) to carry out engineering works in or in the vicinity of inland surface waters (other than groundwater) or wetlands. Inland water means all standing or flowing water on the surface of the land (e.g. rivers, lochs, canals, reservoirs).

Management of surplus peat or soils may require an exemption under The Waste Management Licensing (Scotland) Regulations 2011. Proposed crushing or screening will require a permit under The Pollution Prevention and Control (Scotland) Regulations 2012. Consider if other environmental licences may be required for any installations or processes.

A Controlled Activities Regulations (CAR) construction site licence will be required for management of surface water run-off from a construction site, including access tracks, which:

- a. is more than 4 hectares,
- b. is in excess of 5km, or
- c. includes an area of more than 1 hectare or length of more than 500m on ground with a slope in excess of 25°

See SEPA's Sector Specific Guidance: Construction Sites (WAT-SG-75) for details.

Site design may be affected by pollution prevention requirements and hence we strongly encourage the applicant to engage in pre-CAR application discussions with a member of the regulatory services team in your local SEPA office.

Below these thresholds you will need to comply with CAR General Binding Rule 10 which requires, amongst other things, that all reasonable steps must be taken to ensure that the discharge does not result in pollution of the water environment. The detail of how this is achieved may be required through a planning condition.

Details of regulatory requirements and good practice advice for the applicant can be found on the Regulations section of our 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:

NOTE

Mr Tim Ferguson, Ferguson Planning spoke in support of the application.

<u>Reference</u>	<u>Nature of Development</u>	<u>Location</u>
20/00665/FUL	Demolition of existing flats and erection of 109 houses incorporating amenity housing and district air source heat pump with associated external works including parking and roads	Land at Beech Avenue and Laurel Grove, Galashiels

Decision: Approved subject to the following conditions and informatives:-

1. The proposed residential units shall meet the definition of "affordable housing" as set out in the adopted Scottish Borders Local Development Plan 2016 and accompanying supplementary planning guidance 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.

Reason: The permission has been granted for affordable housing, and development of the site for unrestricted market housing would attract contributions to infrastructure and services, including local schools.

2. No development shall commence until precise details (including samples where requested by the Planning Authority) of all external wall and roof finishes for the approved buildings, and full details of the surfacing of all shared surfaces and footways have been submitted to and approved in writing by the Planning Authority. Thereafter the development shall be completed in accordance with the approved details unless otherwise agreed in writing with the planning authority.

Reason: To ensure the material finishes respect the character and appearance of the surrounding area.

3. No development shall commence until a revised masterplan has been submitted to and agreed in writing by the Planning Authority to address the following access and parking matters;
 - a) A turning head shall be provided in front of Block 7, capable of serving Refuse Collection Vehicle movements.
 - b) Parking spaces displaced as a result of item a) shall be repositioned at suitable locations elsewhere within the development, where necessary.
 - c) The vehicular access to the undercroft parking area shall be amended to allow appropriate visibility for drivers entering and existing the access.

Once agreed the development shall be completed in accordance with the approved details unless otherwise agreed in writing with the planning authority.

Reason: To ensure provide safe vehicle movements throughout the application site and ensure sufficient parking provision is provided.

4. No development shall commence until a site plan identifying the precise location of protective barriers in accordance with BS5837:2012 to protect trees identified for retention on Drawing No 20471 of the Arboricultural Implication Assessment and Tree Protection Proposals has first been submitted to and agreed in writing with the Planning Authority. Thereafter the protective barriers shall be erected prior to the commencement of any development works (including demolition works) and the barriers shall only be removed when the development has been completed. Thereafter, the trees shall be retained in perpetuity unless otherwise agreed in writing with the Planning Authority.

Reason: To protect and retain trees which enhance the visual amenity of the surrounding area.

5. No development shall take place except in strict accordance with a scheme of hard and soft landscaping works, which has first been submitted to and approved in writing by the planning authority, thereafter the development shall be completed in accordance with the approved details unless otherwise agreed in writing with the planning authority. Details of the scheme shall include:
 - a) location and design, including materials, of all walls, fences and gates;
 - b) soft landscaping works including planting schedules and formation of wildflower meadows;
 - c) existing and proposed services such as cables, pipelines, sub-stations;
 - d) other artefacts and structures such as street furniture, play equipment;
 - e) the design and location of all bin stores including their means of enclosure;
 - f) a programme for completion and subsequent maintenance.

Reason: To ensure the satisfactory form, layout and assimilation of the development.

6. Prior to occupation of the first dwellinghouse hereby approved, a scheme of street lighting details (including a programme for completion) shall be submitted to and agreed in writing by the Planning Authority and thereafter the lighting shall be installed as per the approved details.

Reason: In the interests of road and pedestrian safety and to safeguard residential amenities and limit light pollution.

7. No development shall commence until written evidence is provided to the Planning Authority that mains water, foul and SUDS complaint surface water drainage connections are available to serve the development. All public mains services shall be provided prior to occupancy of the dwellinghouses hereby approved and shall be maintained thereafter throughout occupancy of the dwellinghouses
Reason: To ensure the development is adequately serviced and to maintain existing surface water run-off levels from the site.
8. Any noise emitted by air source heat pumps installed at the dwelling units hereby approved shall 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. All air source heat pumps 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.
9. No development shall commence until the developer has provided the Planning Authority with either;
a) a copy of the relevant European Protected Species licence,
b) a copy of a statement in writing from Scottish Natural Heritage (NatureScot) (licensing authority) stating that such a licence is not necessary for the specified development
Reason: To protect the ecological interest in accordance with Local Development Plan policies EP1 and EP3.
10. No development shall commence until the following Ecological Mitigation Measures have been submitted to and approved in writing by the Planning Authority and thereafter, no development shall take place except in strict accordance with those details. The submitted details shall include:
a) a Species Protection Plan (SPP) for bats
b) a SPP for breeding birds which shall include a pre-development supplementary survey, in the event that development works are sought to be commenced during the breeding bird season (March to August)
Reason: To ensure that species and habitats affected by the development are afforded suitable protection during the construction and operation of the development.
11. No development shall commence until a scheme submitted by the Developer (to identify and assess potential contamination on site. No construction work shall commence until the scheme has been submitted to, and approved, by the planning authority, and is thereafter implemented in accordance with the scheme so approved.
The scheme shall be undertaken by a competent person or persons in accordance with the advice of relevant authoritative guidance including PAN 33 (2000) and BS10175:2011 or, in the event of these being superseded or supplemented, the most up-to-date version(s) of any subsequent revision(s) of, and/or supplement(s) to, these documents. This scheme should contain details of proposals to investigate and remediate potential contamination and must include:-
a) A desk study and development of a conceptual site model including (where necessary) a detailed site investigation strategy. The desk study and the scope and method of recommended further investigations shall be agreed with the Council prior to addressing parts b, c, d, and, e of this condition, and thereafter;
b) Where required by the desk study, un
c) undertaking a detailed investigation of the nature and extent of contamination on site, and assessment of risk such contamination presents.

- d) Remedial Strategy (if required) to treat/remove contamination to ensure that the site is fit for its proposed use (this shall include a method statement, programme of works, and proposed validation plan).
- e) Submission of a Validation Report (should remedial action be required) by the developer which will validate and verify the completion of works to a satisfaction of the Council.
- f) Submission, if necessary, of monitoring statements at periods to be agreed with the Council for such time period as is considered appropriate by the Council.

Written confirmation from the Council, that the scheme has been implemented completed and (if appropriate), monitoring measures are satisfactorily in place, shall be required by the Developer before any development hereby approved commences. Where remedial measures are required as part of the development construction detail, commencement must be agreed in writing with the Council.

Reason: To ensure that the potential risks to human health, the water environment, property, and, ecological systems arising from any identified land contamination have been adequately addressed.

- 12. The development hereby approved shall only be carried out in strict accordance with a programme of phasing which has first been submitted to and approved in writing by the Planning Authority.

Reason: To ensure that the development of the estate proceeds in an orderly manner.

Informative

- 1. The applicant shall give consideration to the provision of electric vehicle charging points and associated infrastructure.

NOTE

Mr Gavin Yuill, Camerons, Strachan, Yuill Architects and Mr Gregor Booth, Waverley Housing spoke in support of the application.

SCOTTISH BORDERS COUNCIL TWEEDDALE AREA PARTNERSHIP

MINUTE of Meeting of the TWEEDDALE
AREA PARTNERSHIP held via Microsoft
Team on Tuesday, 30 March 2021 at 7.00
p.m.

Present:- Councillors R. Tatler (Chairman), H. Anderson, S. Bell, S. Haslam, E. Small
together with 25 representatives from Partner Organisations, Community
Councils and members of the public.

Apologies:- Councillor K. Chapman

In Attendance:- Communities and Partnerships Manager, Locality Development Co-ordinator
(K. Harrow), Portfolio Manager (J. Lamb), Adult Learning Worker (M. Smail),
Localities Transport Officer (D. Cathcart), Democratic Services Team Leader.

1. WELCOME AND INTRODUCTIONS

The Chairman welcomed everyone to the third meeting of the Tweeddale Area Partnership held via Microsoft Teams and outlined how the meeting would be conducted and how those both in the meeting and watching via the Live Stream could take part.

2. FEEDBACK FROM MEETING ON 19 JANUARY 2021

The Minute of the meeting of the Tweeddale Area Partnership held on 19 January 2021 had been circulated and this was noted.

3. PLACE MAKING APPROACH

- 3.1 Portfolio Manager, James Lamb, gave a presentation providing an overview of the Place Making Approach. The aim of this initiative was to facilitate a more joined-up, collaborative and participative approach to services, land and buildings, across all sectors within a place. This aimed to enable better outcomes for everyone and increased opportunities for people and communities to shape their own lives. The intention was to build on learning from the operation of the Community Assistance Hubs and Resilience Teams which had worked effectively during the Covid-19 pandemic. The presentation detailed the scope of the Place Making approach in terms of links with relevant strategies, reviews, programmes and frameworks which were operating in the Scottish Borders and South of Scotland. Phase 1 of the programme, Preparation and Planning, had already started with initial awareness raising taking place in March and April through forums such as the Area Partnerships. Work would be carried out in June to shape the framework with Phase 2 taking place late summer to develop initial High Level Locality Place Briefs through workshops and identification of priorities and needs. Phase 3 in the autumn would focus on agreeing and developing Place Programme workstreams with delivery being started in Phase 4 at the end of the year and on into 2022. James Lamb outlined the role of the Area Partnership in the process and invited feedback which could be sent to him via the email address communityengagement@scotborders.gov.uk
- 3.2 In response to questions James Lamb confirmed that this would become part of the locality plan which needed to be refreshed. Community Councils would be involved at all stages with community council areas being the unit of geography for place planning. Unfortunately there was not sufficient resource to visit each community council individually but he encouraged them to provide feedback. Councillor Anderson suggested that as all Councillors attended Community Council meetings it would be helpful if they were provided with the presentation and some accompanying notes. James Lamb also confirmed the importance of involving the 3rd Sector and commented on discussions he

had already had with BAVS in Berwickshire. It was agreed that the presentation slides be circulated to everyone present at the meeting. James Lamb would also discuss with Councillors what they could present at Community Council meetings.

4. **FIT FOR 2024: REVIEW OF AREA PARTNERSHIPS AND COMMUNITY FUNDS**

The Chairman advised that reports in respect of both the Review of Area Partnerships and the future of the Community Fund had been approved at Council the previous week. Kenny Harrow advised that the public consultation on Area Partnerships would run from April to June with a report back to Council in the autumn. With regard to Community Grants there would be changes from 1 April with an Assessment Panel to be set up. The Chairman suggested that the Area Partnership establish a working group to agree how funding requests for the Tweeddale Area would be dealt with and that their recommendations would be considered at the next meeting in June. In response to a question regarding the level of budget falling short of the 1% required to be available for participatory budgeting, the Chairman advised that a paper on this had been considered at the Council's budget meeting. Community Funds were only a part of participatory budgeting with other areas including the money set aside for road improvement and the "Build a Better Borders" Fund. With regard to the working group it was agreed that it comprise Councillor Anderson, Lorna McCullough, Chris Lewin and a young person to be identified. Kenny Harrow advised that he hoped to arrange the first meeting next week. The Chairman confirmed that everyone was welcome to submit their views for consideration by the Working Group. The draft process for dealing with the Community Fund would be circulated in advance of the next meeting. While the working group would consider changes to the community fund for Tweeddale it was agreed that from 1st April the Community Fund would remain open and all applications would continue to be assessed under the current criteria.

5. **AWARENESS RAISING – HINTS AND TIPS FOR POSITIVE COMMUNICATION AND MAKING VIDEO CONFERENCING ACCESSIBLE**

The Chairman welcomed Clare Wildsmith, a lip reading tutor in Tweeddale and advocate of positive communication. Her aim was to reach all businesses in the area to speak to them about positive communication. Mask wearing presented communication difficulties and with the increasing prevalence of online video streaming, which would only increase in use, she felt it useful to create general best practice guidance for those embracing the technology. The Positive Communication tips applied not only to Microsoft Teams and Zoom, but also as consideration to those publishing videos on YouTube, Facebook and other platforms. She commented on the importance of good lighting, the correct camera angle, keeping hands away from your face, being eye level with the camera and not having glare behind which could all assist with those who relied on lip reading. It was agreed that the quality of captions was not sufficiently reliable and often missed words. The Chairman thanked Clare for the work she was doing in this area.

6. **LOCALITY PLAN PRIORITY: IMPROVE THE ACCESSIBILITY AND RELIABILITY OF TRANSPORT SERVICES, IMPROVE CONNECTIVITY AND REDUCE RURAL ISOLATION**

- 6.1 Dan Cathcart, Localities Transport Officer gave a presentation on the current position in Tweeddale. Services were currently operating at 80% of the pre-Covid timetable with 25-30% of the pre-Covid passenger numbers. Funding was available from the Bus Partnership Fund and he was looking at speeding up the X62 service by stopping at a fewer locations within Peebles which would also have a positive impact on diesel usage and bus miles. The provision of electronic charging points for buses was also being investigated. The current free transport from the Borders General Hospital operated by Borders Buses would be given more publicity once lockdown ended. He also commented on the impact of schools returning and the impact of changed work patterns which were likely to continue post Covid. The funding application for the changes to the X62 had to be submitted within 15 days but a full consultation would be carried out if he was successful in achieving funding. If the funding was not received there would be no change to the current service. In response to a question on how people were going to be encouraged

back onto buses, Dan Cathcart outlined the various procedures Borders Buses had in place to ensure the safety of passengers. Bus operators were also increasing the availability of Wi-Fi and charging points on their buses as it was important to make bus travel attractive to young people.

- 6.2 Thurston Hodge, Development Worker with the What Wheely Matters Project gave a presentation on the work of the project. The purpose of the project was to work with communities and groups across the Scottish Borders to identify and develop solutions to rural transport needs. This could be anything from lack of bus routes, car ownership and rural migration. Some solutions were already underway and included Community Bus routes (Demand responsive transport), Safe cycleway pathfinding, growing Volunteer Car Schemes and Transport integration. The Project wanted to work with as many people and groups from as many backgrounds as possible. Meetings were all being conducted digitally at present but there was an online diary where anyone could book a meeting with the Development Worker, either 1-1 or as part of a group. He outlined the type of help that could be given and listed the groups and organisations across the Borders that he had worked with so far. He encouraged everyone to get in touch.

7. **LOCALITY PLAN PRIORITY: REDUCE OUR IMPACT ON THE LOCAL (AND GLOBAL) ENVIRONMENT BY RAISING AWARENESS OF WHAT LOCAL COMMUNITIES CAN DO IN TERMS OF THEIR HOMES, THEIR BUSINESSES, THEIR SCHOOLS, THEIR TRAVEL ETC.**

The Chairman introduced Ruby Finn, a 6th year pupil at Peebles High School, who was a Youth Ambassador for Sustainability. A short film was shown entitled "A Climate Emergency – our future in the Borders". The video gave examples of how the Scottish Borders was not yet equipped to deal with global warming and challenges to address such as litter damaging local green spaces, too many diesel and petrol vehicles, too few public transport links and too few electric charging points. Councillor Anderson commented on the presentation given by Ruby at the Council's Sustainable Development Committee and suggested that they should be accountable to the Youth Ambassadors and it was agreed that a Q&A would be arranged following the forthcoming Scottish Parliament Elections in May. Pam Rigby, Youth Engagement Worker highlighted the campaign named "Our promise to the planet" which asked for everyone who lived in the Borders to make one promise to the planet and she published the contact details to allow everyone in the meeting to take part.

8. **LOCALITY PLAN PRIORITY: STRENGTHEN PARTNERSHIP WORKING BETWEEN LOCAL SERVICES**

Margaret Smail, Tweeddale Community Hub Lead gave an update on the work of the Community Assistance Hub. It had now been in operation for 1 year to firstly help those who were shielding. They had worked closely with the voluntary sector and had received an excellent response from volunteers. Requests for assistance were now decreasing but they were working with Test and Protect, helping with cases of fuel poverty and assisting with transport to vaccine appointments. Hubs were now to be a permanent feature of local level solutions. They wanted to be useful and the model would continue to evolve. The Chairman thanked her for her good work.

9. **TWEEDDALE COMMUNITY FUND**

- 9.1 The Chairman asked Kenny Harrow to go through each of the applications. It was noted that the number of applications exceeded the funding left for the financial year. The Chairman pointed out that the application from the Men's Shed did not meet the criteria for the community fund as it did not specify what all of the funding would be used for and on that basis he suggested that it should not be granted. Malcolm Bruce, representing the Men's Shed advised that he would be disappointed if the application was not considered. Their current accommodation needed significant works and they were the only Borders Men's Shed who had not qualified for any of the Covid support grants. Les Turnbull, Peebles Community Council Chairman, supported the application. Following

discussion of the application the Council Members agreed that the current application be refused but they would support consideration of a new application in the 2021/2022 financial year.

9.2 The other applications were from:-

- Outside the Box
- Tweed Togs
- Peebles Lawn Tennis Club
- Go Tweed Valley
- Peeblesshire Youth Trust

Kenny Harrow outlined what each group wished to use the funding for. Both Councillors Tatler and Haslam declared an interest in the application from Peeblesshire Youth Trust and took no part in the decision on that application. Councillor Bell declared an interest in the application from Go Tweed Valley and took no part in the decision on that application

9.3 The applications were discussed in detail and those present representing the various group answered questions and provided more details on their applications. Given that there was insufficient funding to cover all applications it was suggested that Peebles Lawn Tennis Club could reapply in the next financial year as they still had significant funds to raise. Anne McKinnon from the Tennis Club advised that it would be helpful to their other finding applications if they already had some funding in place but accepted that they could reapply. Councillor Bell suggested that Outside the Box only be given £7k rather than the full £12k they had applied for but this was not supported by the other Councillors.

9.4 Following the above discussion it was agreed to deal with the applications as follows

- Outside the Box – awarded £12,903
- Peebles Men’s Shed – asked to reapply in 2021/2022
- Tweed Togs – awarded £5934.60
- Peebles Lawn Tennis Club – asked to reapply in 2021/2022
- Go Tweed Valley – awarded £13,747.50
- Peeblesshire Youth Trust – awarded £4966

10. **CURRENT CONSULTATIONS**

The Chairman highlighted the following consultations which were currently open:-

- Updated Supplementary Planning Guidance – Planning Brief – Former Borders College Galashiels: Closes 31 March 2021 - https://scotborders.citizenspace.com/regulatory-services/updated_spg_former_borders_college_gala/
- Public opinion sought on proposed trial of one-way system on Chiefswood Road in Melrose - <https://scotborders.citizenspace.com/assets-and-infrastructure/chiefswood-road-questionnaire/>
- Public consultation on the asset transfer request made in relation to Jedderfield Farm, Peebles. Closes 11 April 2021 - <https://scotborders.citizenspace.com/customer-communities/jedderfield-farm-asset-transfer-request/>
- Public opinion sought on trial of reduced speed limit on backroads between Peebles and Peel. Closes 31st March - <https://scotborders.citizenspace.com/assets-and-infrastructure/peebles-to-peel-backroads-questionnaire/>
- Scottish Borders Council have appointed Alan Jones Associates to work with the Peebles Skate Park project to deliver a Feasibility Study which will look at creating a

new Skate Park \ Wheeled Sports Park at Victoria Park in Peebles. -

<https://www.surveymonkey.co.uk/r/peebleswheeledsports>

- Accessing and using Scottish Borders Council Services -
<https://scotborders.citizenspace.com/customer-communities/accessing-council-services/>
- Draft Anti-Poverty Strategy had been published today.

11. **ANY OTHER FORMAL BUSINESS**

11.1 The Chairman advised that Alison Wilson from Clovenfords Community Council had been appointed as the substitute Tweeddale Representative to the Community Council Review Group.

11.2 Brian McBride from Peebles Tennis Club asked if they could receive a commitment for funding from the 2021/2022 budget. The Chairman advised that while most people were supportive no guarantee could be given.

12. **OPEN FORUM**

No items were raised.

13. **DATE OF NEXT TWEEDDALE AREA PARTNERSHIP**

The next meeting was scheduled for 15 June 2021. Councillor Anderson suggested that there be fewer items on the next agenda. Clare Wildsmith advised that she was happy to help make the meetings more accessible. The Chairman thanked everyone for attending.

The meeting concluded at 9.30 p.m.

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