

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

6.	<p>Committee Minutes (Pages 3 - 48)</p> <p>Consider Minutes of the following Committees:-</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%;">(a)</td> <td style="width: 65%;">Local Review Body</td> <td style="width: 30%;">13 September 2021</td> </tr> <tr> <td>(b)</td> <td>Cheviot Area Partnership</td> <td>22 September 2021</td> </tr> <tr> <td>(c)</td> <td>Tweeddale Area Partnership</td> <td>27 September 2021</td> </tr> <tr> <td>(d)</td> <td>Pension Board</td> <td>28 September 2021</td> </tr> <tr> <td>(e)</td> <td>Hawick Common Good Fund</td> <td>4 October 2021</td> </tr> <tr> <td>(f)</td> <td>Executive</td> <td>5 October 2021</td> </tr> <tr> <td>(g)</td> <td>Audit and Scrutiny</td> <td>5 October 2021</td> </tr> <tr> <td>(h)</td> <td>Chambers Institution Trust</td> <td>6 October 2021</td> </tr> <tr> <td>(i)</td> <td>Pension Fund Committee</td> <td>20 October 2021</td> </tr> <tr> <td>(j)</td> <td>Pension Fund Board</td> <td>20 October 2021</td> </tr> <tr> <td>(k)</td> <td>Audit and Scrutiny</td> <td>21 October 2021</td> </tr> <tr> <td>(l)</td> <td>Tweeddale Area Partnership</td> <td>2 November 2021</td> </tr> </table> <p>(Copies attached.)</p>	(a)	Local Review Body	13 September 2021	(b)	Cheviot Area Partnership	22 September 2021	(c)	Tweeddale Area Partnership	27 September 2021	(d)	Pension Board	28 September 2021	(e)	Hawick Common Good Fund	4 October 2021	(f)	Executive	5 October 2021	(g)	Audit and Scrutiny	5 October 2021	(h)	Chambers Institution Trust	6 October 2021	(i)	Pension Fund Committee	20 October 2021	(j)	Pension Fund Board	20 October 2021	(k)	Audit and Scrutiny	21 October 2021	(l)	Tweeddale Area Partnership	2 November 2021	5 mins
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(l)	Tweeddale Area Partnership	2 November 2021

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SCOTTISH BORDERS COUNCIL LOCAL REVIEW BODY

MINUTE of Meeting of the LOCAL REVIEW
BODY held via Microsoft Teams on Monday,
13 September 2021 at 10.00 am

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

Apologies:- Councillor S. Hamilton.

In Attendance:- Lead Planning Officer (C. Miller), Solicitor (S. Thompson), Democratic Services Team Leader, Democratic Services Officer (F. Henderson).

1. REVIEW OF 21/00016/RREF

There had been circulated copies of the request from AB Wight Engineering Ltd c/o Murray Land & Buildings, Hillside, Dean Place, Newstead, Melrose TD6 9RL to review the decision to refuse the planning application for the erection of a new agricultural machinery dealership premises at Slaters' Yard, Charlesfield, St Boswells TD6 0HH. The supporting papers included the Notice of Review; Decision Notice; Officer's Report; papers referred to in the Officer's Report; Consultation Replies, Objection Comments, Additional Information and a list of policies. The Planning Officer drew attention to information, in the form of 3D images, which had been submitted with the Notice of Review documentation but which had not been before the Appointed Officer at the time of determination. Members agreed that the information was new but considered in that it met the Section 43B Test and was material to the determination of the Review so should be considered. Members noted that the proposed site would be contrary to policy PMD4 of the Local Development Plan 2016 as it was outwith the Development Boundary for St Boswells and outwith the Charlesfield Industrial Estate. The proposed development could prejudice the character and natural edge of St Boswells and cause significant adverse effects on the landscape setting of the settlement. In addition, there appeared to be no significant community benefits of the proposal that justified development outwith the Development Boundary. The Members considered the history of the site and questioned whether other sites would be available. Following further discussion, Members concluded that they could not determine the review without further procedure in the form of additional information from the Planning Officer and Forward Planning on available Industrial Land within Charlesfield and surrounding area. They also asked for an unaccompanied site visit to be arranged to enable them to assess the site of proposed development in the context of the surrounding area.

DECISION

AGREED that:-

- (a) the request for review had been competently made in terms of Section 43A of the Town and Country Planning (Scotland) Act 1997;
- (b) the new information submitted with the Notice of Review documentation in the form of three 3D images met the test set out in Section 43B of the Town and Country Planning (Scotland) Act 1997;

- (c) **the review could not be considered without further procedure in the form of an unaccompanied site visit and a Hearing;**
- (d) **the Applicant and Appointed Officer (or any officer nominated by the Appointed Officer) be asked to attend and provide information at the Hearing on the availability of Industrial land within Charlesfield Industrial Estate, St. Boswells and surrounding area;**
- (e) **consideration of the review be continued to a future meeting on a date to be arranged.**

2. **REVIEW OF 21/00017/RREF**

There had been circulated copies of the request from Aver Chartered Accountants, c/o Bidwells LLP, Broxden House, Lamberkine Drive, Perth PH1 to review the decision to refuse the planning application for the development of a single dwellinghouse and parking on Land East of Renton Bush, Reston. The supporting papers included the Notice of Review; Decision Notice; Officer's Report; papers referred to in the Officer's Report; Consultation Replies, Objection comments and a list of policies. The Review Body noted that the proposal was for planning permission in principle to erect a dwellinghouse and parking and the site contained an unauthorised building and groundworks which, together with an adjoining building and works, did not have the benefit of planning permission and was subject to enforcement action. They went on to give consideration to whether there was a building group at the location and after considering all relevant information and agreed that the site was outwith any building groups and was not an appropriate addition to them. The Review Body considered that reinstatement of the ground and replanting of woodland were the appropriate remedial actions, secured through action from the Council and Scottish Forestry. The Review Body concluded that the development was contrary to the Development Plan and that there were no other material considerations that would justify departure from the Development Plan.

DECISION

AGREED that:-

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

3. **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 make an early decision.

4. **PROCEDURE**

- 4.1 The Planning Adviser reported that the Scottish Government had recently amended Scottish Planning Policy (SPP) and introduced a new Planning Advice Note (PAN 1/2020 in December 2020) which was widely recognised as a move to avoid the tilted balance becoming a mainstay of the Scottish planning system and to direct the industry toward a standardised methodology for calculating the extent of a 5 year housing land supply (HLS)

against housing land requirements (HLR). A Court of Session decision issued on 21 July 2021 concluded that the changes to SPP and the introduction of PAN 1/2020 were unlawful and as a result, would cease to affect the Scottish planning system with immediate effect. The policy amendments and new guidance were not found to be unsound in content, rather that the consultation process which led to their adoption was insufficient and unfair. It followed that these policy and guidance measures could be reintroduced subject to suitable consultation, such as that which must take place in the lead up to approval of National Planning Framework 4.

- 4.2 In terms of the review of Application 20/01620/PPP and 21/00018/RREF in respect of Earlston Road, Stow it was explained that the decision to refuse had been made on the basis of the guidance, prior to the recent amendments. The Applicant on submitting the application for review had taken these changes into consideration. The Legal Adviser stated that Officers required to review their decision in light of these changes prior to consideration of the application by the Local Review Body on 18 October 2021 to prevent any delays in considering the application.

DECISION

AGREED that the Appointed Officer be requested to re-appraise their decision on application 20/01620/PPP and 21/00018/RREF in light of the squashing of PAN 1/2020 and retraction of paragraphs in the SPP, regarding sustainability.

The meeting concluded at 11.50 a.m.

MINUTES of Meeting of the CHEVIOT
AREA PARTNERSHIP held remotely by
Microsoft Teams on Wednesday, 22
September 2021 at 6.30 pm.

Present:- Councillors S. Hamilton (Chairman), J. Brown, S. Mountford, E. Robson, T. Weatherston, together with 11 Representatives of Partner Organisations, Community Councils and Members of the Public.

Apologies: Councillor S. Scott.

In attendance: - Locality Development Co-ordinator, James Lamb - Portfolio Manager, Democratic Services Officer (F. Henderson).

1.0 **WELCOME AND INTRODUCTIONS**

1.1 Microsoft teams, which included elected Members, guests attending within the meeting and those watching via the Live Stream. He outlined how the meeting would be conducted.

2.0 **FEEDBACK FROM MEETING ON 30 JUNE 2021**

2.1 The minute of the meeting of the Cheviot Area Partnership held on 30 June 2021 had been circulated and was noted.

SECTION 1: SERVICE & PARTNER UPDATES

3.0 **PLACE UPDATE**

3.1 With reference to paragraph 3 of the Minute of 30 June 2021, SBC Service Director Customer & Communities, Mrs Jenni Craig, and SBC Portfolio Manager, Mr James Lamb, were in attendance to present an update on Place Making. Mr Lamb summarised the progress of the previous Place Making workshop held with Diarmaid Lawlor of Scottish Futures Trust where key issues and success factors had been identified. The output from all workshops held with Area Partnerships were included in a report considered by Scottish Borders Council in August 2021. The main purpose of Place Making was to develop joint working by Scottish Borders Council, partner organisations, and communities, to build on existing work and to learn from experiences related to the COVID-19 pandemic. Place Making would be a multi-year project that would see communities developing local plans suited to each community. As part of the presentation, feedback was requested on the project's principles, framework, resources and plan. The meeting was asked for agreement on the project principles, criteria for identifying communities to be prioritised, affirming Place making governance, and to agree next steps. It was noted that Scottish Borders Council had agreed on the draft principles to develop place-making and that seven had been suggested by stakeholders, with a further six added that Scottish Borders Council felt was important to include. It was hoped that the Area Partnership would form a Locality Programme Board to have oversight of the Locality Plan and prioritise communities' activities in Place making. Mrs Craig emphasised that an inclusive and collective approach should be pursued to ensure equality between rural and urban communities; locality plans were owned by the Area Partnerships which were to be built on community plans, and that the project should be taken forward with mutual trust. The aspiration was that every community would be supported to develop its own plan but this would take time and could not all be done at once. The project had a short-term plan to take forward to early 2022 so

that actions could be agreed and communities could observe changes and feed back to the Area Partnership.

- 3.2 Mr Burton enquired about investment in electric vehicles and the need for millions to be invested and Mrs Craig confirmed that funding streams were being considered, although funding was a challenge for everyone. In response to a question about the involvement of Community Councils, Mrs Craig confirmed that Community Councils were key players and communities needed to get involved, everyone had a valid opinion. Charles Strang enquired about the Community Plan and Mrs Craig confirmed that the Community Planning partnership was for the whole of the Scottish Borders and would influence the Community Plan. Councillor Weatherston enquired what other Local Authorities were doing in response to this as it was vital to make it work, although it was not clear how it would work.

DECISION

NOTED that feedback on the Place making proposals should be sent to Mr Lamb, SBC Portfolio Manager, by 31 October 2021.

4.0 SCOTTISH FIRE AND RESCUE SERVICE

- 4.1 Mr MacNeil of the Scottish Fire and Rescue Service delivered a verbal update of activities being undertaken by the Service. With regard to operational responses:

- Fire and Rescue Service (FRS) had adapted and amended operations to reflect COVID-19 measures;
- FRS facilities were not accepting non-essential visitors;
- There had been a moratorium on safety visits and community engagement, but that was now starting to relax;
- There had been a priority on outdoor safety reflective on recent incidents in Scotland regarding water safety. Mr MacNeil informed the committee that water safety information had been posted on social media and popular swimming sites and water safety awareness had been delivered on location in Kelso;
- Home fire safety had been affected by the pandemic and was to be restarted once COVID-19 restrictions were lifted.
- Fire stations across the Scottish Borders were being used as asymptomatic COVID-19 testing centres which had previously been carried out by the military, with PCR testing being carried out by the NHS.
- New smoke detection standards for domestic housing would come into effect from February 2022. Domestic properties would require one smoke alarm in the room most frequently used during the day, a smoke alarm in a place with most air circulation, one smoke alarm in each level, a smoke alarm and heat alarm in the kitchen and for alarms to have interlinked connectivity. Mr MacNeil advised that if a homeowner was considered high risk, the Service would fit smoke alarms with wi-fi connectivity free of charge.
- Confirmed that COP26 preparations were affecting the FRS across Scotland.

- 4.2 Councillor Robson thanked Mr MacNeil for the water safety work undertaken at the Cobby, Kelso and commended the Fire Service for the work undertaken in respect of unwanted fire alarm signals. In response to questions about the consequences of not adhering to the new smoke detection standards and whether insurance companies would cover this, Mr MacNeil advised that it would be up to the individual insurance company. In response to questions about the cost, information was that it could cost in the region of £200, Mr MacNeil advised

that unregulated companies had targeted vulnerable people with leaflets causing concerns regarding costs and scams.

DECISION

NOTED the update.

5.0 POSITIVE COMMUNICATION

Clare Wildsmith was present to talk about positive communication in general, when on line, wearing face coverings etc. Face coverings and protective screens muffle speech and obstruct facial cues and therefore effectively everyone had hearing and vision loss at present. The following tips were discussed:-

- Face the person when speaking
- Speak clearly and more slowly – give each other time to absorb and process the information
- Consider the back lighting when online so that you can be seen clearly
- Gestures can help
- Re-phrase if someone is not understanding
- Lower your face covering, if safe to do so (consider having a clear visor to hand)
- Write things down clearly
- Try a speech –to-text app on your mobile to transcribe

More information can be obtained from : positivepebbles@gmail.com

6.0 AREA PARTNERSHIP CONSULTATION UPDATE

The Chair advised that the consultation closed on 1 August and officers were in the process of forming a paper to go to Scottish Borders Council later in the year with recommendations for the development of the Area Partnerships based on the outcomes of the consultation.

DECISION

NOTED the update.

7.0 SECTION 2: LOCAL PRIORTIES

Cheviot Assistance Hub Update

Clare Malster, Locality Development Co-ordinator reported that there had been an increase in the number of new referrals to Cheviot Community Assistance Hub since the last meeting. These were largely for people that had been contacted by Test & Protect and were having to self-isolate and included requests for support accessing food and financial support. All Hubs remained operational and could be contacted through 0301 100 1800 or Covid-19Community@scotborders.gov.uk by anyone requiring support for themselves or someone they know. Cheviot Community Partners (Community organisations, Third Sector, SBC and NHS Borders) continued to meet on a weekly basis to share service updates and recently received a presentation from Michael Curran (Service Manager, SBC) about Service Commissioning with the Third Sector. Input had also been given by Derek Bell, SBC's Redundancy Support Co-ordinator about support available through PACE (Partnership Action for Continuous Employment). Partners were meeting clients face to face again but, depending on the organisation, this was still restricted by numbers and need. The What Matters Hub was due to reopen in Kelso later in the Month and would initially be available to clients on the waiting list and thereafter to the wider public. Jedburgh was expected to reopen in January 2022. The Hub Meeting continued to be attended by a range of

organisations with the shared experience and knowledge being a very valuable resource to identify solutions to problems and issues that were brought to the meeting.

SECTION 3: COMMUNITY FUND

8.0 Kalewater Community Company

With reference to paragraph 5.3 of the Minute of 25 November 2020, Mr Eric McNulty updated the Area Partnership on the progress of the Morebattle Recreation Ground project. Through a series of pictures, Mr McNulty highlighted the 3.4 acre field situated behind the Morebattle Institute and next to the Templehall Hotel which had been purchased in 2019 with funding secured from the Community Grant Fund. An archaeological trial trench evaluation was undertaken by Clyde Archaeology on behalf of the Kalewater Community Company in relation to the development of a recreation ground that would include a community garden, children's play area with trim track, picnic area, a community orchard, and a larger area for recreation/informal ball games. The evaluation formed part of a wider programme of archaeological work put in place to discharge condition 2 of planning permission (ref: 18/00558/FUL). It took place between 24th and 28th May 2021 and was designed to provide opportunities for local volunteer participation and broader activities for the local primary school. A total of five trenches, totalling of 172 sq. m, were excavated across the site which targeted linear anomalies ~~noted~~ during an earlier phase of geophysics. A series of very shallow linear ditches and a rough stone lined drain, both of unknown date, were uncovered in the northern part of the development area, none of which appeared to correspond to the geophysics anomalies. The dig was completed on 28th May 2021 with no significant finds and an outcome report would be produced and submitted to the SBC Archaeology Officer to await a decision about continuing to develop the recreation ground.

**DECISION
NOTED.**

9.0 COMMUNITY FUND ASSESSMENT PANEL – UPDATE

With reference to paragraph 9 of the Minute of 30 June 2021, the Locality Development Co-ordinator, Ms Malster advised that following a recruitment process the following appointments had been made to the Cheviot Community Assessment Panel :-.

Town Community Councils: Graeme Hayward / Depute – John Taylor (Jedburgh CC)
Dean Weatherston/ Depute – Gavin Horsburgh (Kelso CC)

Rural Community Councils: Mr Peter Jeary (Crailing, Eckford and Nisbet CC)
Brian Burton (Sprouston CC)
Depute – Andrew Carter (Floors, Makerstoun, Nenthorn and Smailholm)

Community Reps: Eleanor Lockey
Nicola McIlwraith

Elected Members: Councillor S Scott
Councillor T Weatherston

Ms Malster further advised that as the recruitment was yet to be completed, the Committee should consider temporarily reducing the Quorum from 5 to 4. Sarah Mackie expressed an interest in joining the Assessment Panel and would discuss with Ms Malster.

DECISION

(a) NOTED the appointments to date;

- (b) AGREED that the quorum be temporarily reduced from 5 to 4 until the recruitment process was complete.**

10.0 CHEVIOT COMMUNITY FUNDING 2020/21

There had been circulated copies of the Cheviot Funding for 2021/2022 which detailed the funding available together with information on the allocation of the Community Grant Fund in 2020/21. The opening balance at 1 April 2021 was £46,551.00 plus 50% of available Local Festival Grant Budget totalling £8,337.50, which resulted in an overall budget of £54,888.50. The Fund was currently closed.

- 10.1 Other sources of Grant Funding for Cheviot totalled £79,926.00, less Build Back a Better Borders Recovery Fund applications awarded totalling £585.00 and the applications assessed and awaiting a decision which totalled £25,184.20 resulting in a balance of £54,156.80. There remained £16,072.00 in applications which were awaiting assessment, potentially taking the balance to £38,084.80.

**DECISION
NOTED.**

11. SBC BUILD BACK A BETTER BORDERS RECOVERY FUND

With reference to paragraph 11 of the Minute of 30 June 2021, there had been circulated copies of applications in respect of:-

11.1 Roxburghshire & Berwickshire Citizens Advice Bureau

The CAB wished to build in to their service multiple routes for community members to access advice and support. These routes included email and telephone support, web chats and virtual drop in using the Near Me system and would be additional to the traditional method of face to face engagement. The service development had grown from the flexibility CAB had been able to provide during the past year and the ability to provide the Cheviot area with 5 days of support rather than 1.5 days pre Covid. In order to create the new offer, CAB required to increase their number of volunteer advisors. Many volunteers were ready to have a break having provided constant support during the past year and coupled with the requirement to provide IT training to existing volunteers who were not IT literate, there was a need for a volunteer recruitment drive. The CAB wanted to employ a CAB Champion to be responsible for promoting the opportunity to volunteer with CAB and increase the number of CAB volunteers. The Champion would be responsible for highlighting the opportunity through promotional materials, attending events and engagements, assisting new recruits to complete the application process and completing the initial stages of an induction and Adviser Training Programme. The Champion would cover the full geographical reach of CAB therefore they were requesting a share of the costs from the Berwickshire, Cheviot and Teviot & Liddesdale BBBB funds. The amount requested was in the sum of £2,197.80. The application had been assessed as high, as it met a number of criteria.

DECISION

AGREED to award the sum of £12,210.00, subject to the following conditions:

- (i) the applicant must follow Scottish Government Covid19 guidance; and**
- (ii) the rate of pay given to the Volunteer Co-ordinator must meet the National Living Wage,**

11.2 CHEVIOT YOUTH

Cheviot Youth were seeking a grant in the sum of £13,433.40 to establish an Emotional Wellbeing & Mental Health Support Service (EWMHSS) at its new base in the Old School at St John's Church in Jedburgh. The building, owned by the Episcopal Church required decorating and furnishing in order to make it suitable for the delivery of services. The grant would cover the costs of setting up the new base in Jedburgh, including IT equipment, decorating, furniture and specialist kit to deliver the service. Cheviot Youth were able to secure funding in the sum of 19,993 from the Cheviot Community Fund towards the costs of enhancing the Stepping Stones mental health and well-being service being delivered from their Kelso base. Although that work was ongoing, and evaluation still to be undertaken, the learning to date had helped to shape the project that would be delivered from the new Jedburgh base. As a result of Covid an increased number of young people were presenting problems from depression to anxiety and self-harm to suicidal thoughts. Although these problems existed prior to March 2020 they have been exacerbated by Covid with the mental health epidemic becoming a huge challenge. Over the past year 70 people had benefitted from the service delivered from the Kelso base and it was estimated that approximately 40 from the Jedburgh area would access the service in any given year. The service provided by qualified Practitioners uses counselling skills and draws on cognitive behavioural therapy and methodology to provide those accessing the service with psychoeducation tools and strategies. There were links in place with the NHS Child & Adolescent Mental Health Service (CAMHS) to ensure a holistic approach. The new premises in Jedburgh would also be the base for the Training, Employability & Advice Service and would be addressing the need for people in Jedburgh to provide a bespoke service from the initial challenging work on confidence, self- esteem and belief, then onwards to working through a range of modules from our employability programme, further training, to volunteering, to employment taster sessions and then onwards when ready to supported employment, college and full employment. The base would be open five days a week for Cheviot Youth and seven days a week for community use. Discussions were ongoing with Citizens advice Bureau, Skills Development Scotland and the Jedburgh Medical Practice about using the Space. The application was scored as high as it strongly demonstrated how the project would assist recovery from the pandemic.

DECISION

AGREED to award the sum of £14,926.00, subject to the following conditions:

- (i) the applicant must follow Scottish Government Covid19 guidance when delivering the service; and**
- (ii) Moveable equipment e.g, Lego therapy kit and IT equipment to be passed to another community group-organisation should this project cease to operate.**

11.3 MOREBATTLE COMMUNITY SHOP

Morebattle Community Shop were seeking a grant in the sum of £2,964.00 to recruit a part-time volunteer co-ordinator for a fixed term of six months. The co-ordinator would be responsible for increasing volunteer numbers from 21 to approximately 35, training (including writing a new volunteers manual), rotas and social activities. In particular they would be tasked with increasing the number of young people within the community who volunteer and thus gain work experience in the shop. The role would also give volunteers representation and a listening ear for their expectations and aspirations when supporting the shop, the co-ordinator would be able to champion their views at management and board

level. The Community Shop provided a lifeline to purchase groceries within the village, and during the pandemic there had been a sustained increase in customers which was now only slightly lower than at the height of lockdown. The number of volunteers also increased from 14 to 21 as a result of those furloughed and others wishing to help out. The shop has proved a vital social hub for residents to meet up and keep abreast of local activities and initiatives and by having a volunteer co-ordinator in post communication with local residents would be easier. The volunteers managing the shop would benefit as the co-ordinator would be able to manage day to day enquiries and activities. Discussions with younger people in the village have highlighted that they are finding it difficult to gain part-time employment or work experience. An opportunity to gain experience in their village will stand them in better stead when applying for jobs in the area. New members of the community had found it difficult to integrate while the pandemic closed down the usual social clubs in the village, and the shop had given them the opportunity to meet other residents. The application was assessed as medium/high as it provided acceptable examples as to how the work of the volunteer co-ordinator would assist with improving health and wellbeing social and reduce social isolation.

DECISION

AGREED to award the sum of £2,964.00, subject to the following conditions:

- (i) the applicant must follow Scottish Government Covid19 guidance; and**
- (ii) the rate of pay given to the Volunteer Co-ordinator must meet the National Living Wage.**

11.4 QME CARE, KELSO

The past 18 months had seen more people living in the community become socially isolated from their communities and/or loved ones due to shielding and/or living rural locations. QME care propose to develop a new Community Connection and Companionship Project to support people living with Dementia and Older Age who have experience increased social isolation over the period of the pandemic. With Community networks being fragmented due to the pandemic, the new project would aim to reduce the trauma, isolation for our older adults to ensure that they are not a forgotten generation and can still flourish in a fair and compassionate environment regardless of their age or condition. A grant in the sum of £7,650 would enable QME Care to employ a Volunteer Co-ordinator to will recruit and match 15 volunteers aged 16+ with people aged over 55, living with dementia in the Cheviot community, based on their interests, hobbies and connections to aid a better bond and successful pairing match with our older people in the community. They would support them weekly to re-engage with their community and build back networks lost or diminished during the pandemic, with the support from the Co-ordinator and Holistic therapists to support the trauma recover process. After the first six months' pilot period legacy funding and specific fund raising would be used to continue the project. The application was assessed as high as it met a number of fund criteria.

DECISION

AGREED to award the sum of £7,650.00, subject to the following conditions:

- (i) the applicant must follow Scottish Government Covid19 guidance; and**
- (ii) the rate of pay given to the Volunteer Co-ordinator must meet the National Living Wage.**

12. **DATE OF FUTURE MEETINGS**

Future Meetings of the Cheviot Area Partnership would be held on the following dates:

Wednesday, 26 January 2022

Wednesday, 23 March 2022

Wednesday, 29 June 2022

The next meeting would be held on Wednesday, 24 November 2021 at 6.30 p.m. via Microsoft Teams.

13. **MEETING EVALUATION**

Ms Malster reminded those present about the meeting evaluation form which could be accessed via the link <https://forms.office.com/r/HHH1dEcmz3> and was available until 11.45 a.m. on 26 September 2021. She added that feedback about the Area Partnership meetings was really helpful and always appreciated.

CHAIRMAN

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

The meeting closed at 8.15 p.m.

SCOTTISH BORDERS COUNCIL TWEEDDALE AREA PARTNERSHIP

MINUTES of Meeting of the TWEEDDALE
AREA PARTNERSHIP held in Via Microsoft
Teams on Monday, 27 September 2021 at
9.00 am

Present:- Councillors R. Tatler (Chairman), H. Anderson, S. Haslam and E. Small
Apologies: Councillor S. Bell
Absent:- Councillor K. Chapman
In Attendance:- Locality Development Co-ordinator (K. Harrow), Democratic Services Team
Leader, Democratic Services Officer (D. Hall)

1. **WELCOME**

The Chairman welcomed everyone to the special meeting of the Area Partnership held via MS Teams and outlined how the meeting would be conducted and how those both in the meeting and watching via the Livestream could participate.

2. **COMMUNITY FUND ASSESSMENT PANEL RECOMMENDATIONS**

2.1 **Carlops Community Apiary**

There had been circulated an application for funding of £1367 from Sustainable West Linton and District who hoped to work with West Linton and District Beekeepers Association to establish a community apiary on land in Carlops. The application was deferred until the 2 November meeting to allow time for additional questions to be answered.

2.2 **Tweedsmuir Super-Fast Broadband**

There had been circulated an application for funding of £1629.90 to fund the installation and set-up and of a service satellite system to provide super-fast broadband in Tweedsmuir village hall. The funds requested would also cover the rental of the service for one year. Members discussed the application and accepted the recommendations of the panel.

3. **DECLARATION OF INTEREST**

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

CHAIRMAN

In the absence of Councillor Tatler, Councillor Anderson chaired the meeting.

4. **BUILD BACK A BETTER BORDERS RECOVERY FUND APPLICATIONS:**

4.1 **Tweed valley Tourism Bid**

There had been circulated copies of an assessment form for an application to the Build Back a Better Borders Recovery Fund from Tweed Valley Tourism Bid who were seeking a grant of £8065.80 to provide a free shuttle bus service for the local community and visitors during the Enduro World Series Tweed Valley mountain biking event over the weekend of 2nd & 3rd October 2021. Four 16 seater buses would run continuously between 9am and 4pm to the Enduro event and three buses from 5pm to midnight for the evening entertainment. Members discussed the merits of the application, and following considerable discussions agreed to delegate power to Mr Harrow to make a decision in consultation with the members as considerable uncertainty remained on key unresolved issues.

CHAIRMAN

Councillor Tatler re-joined the meeting following the discussion of the above item

4.2 PHD Fundamentals

PhD fundamentals were applying for a grant of £14,128.59 to help run a new programme designed to encourage children back into active sport. The funds applied for would allow the purchase of 2 new trampolines, safety mats and allow the group to offer 20 funded spaces on the programme for a 6 month period. Members praised the application and unanimously agreed to grant the funding in full.

The meeting concluded at 9.35 am

SCOTTISH BORDERS COUNCIL PENSION BOARD

MINUTE of Meeting of the PENSION BOARD held Via Microsoft Teams on Monday, 28 September 2021 at 9.00 a.m.

Present:- Mr. D. Bell (Chairman), Mr A. Daye, Mr. M. Drysdale, Mrs H. Robertson
Apologies:- Ms K. M. Hughes
In Attendance:- Pension & Investments Manager, Democratic Services Team Leader.

1. **MINUTE**

There had been circulated copies of the Minute of the Meeting of 10 June 2021.

DECISION

NOTED for signature by the Chairman.

2. **JOINT MEETING OF PENSION COMMITTEE AND PENSION BOARD**

The Chairman invited those present to raise any matters which had been discussed at the joint meeting on 16 September 2021. Ms Robb reminded those present that the main items considered had included the Pension Self-Service system, the responsible investment policy review and the passive ESG Equity Procurement. The Chairman advised that the self-service system had been well received, was a considerable help to reducing the workload of the staff who had previously had to provide quotes and allowed people to take ownership of their own pension. Ms Robb commented that it had also resulted in a number of people updating their next of kin details for a death in service payment. Mr Daye advised that he had also received positive feedback from SOSEA staff. Ms Robb also highlighted the benefits for staff of the AVC Wise scheme. Members also commented that the process for the development of ESG was excellent. Ms Robb undertook to pass the comments to Isio who were leading on this and advised that there would be regular changes as technologies developed.

DECISION

AGREED that there were no issues to raise.

3. **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.

4. **CONFERENCE ON 21 OCTOBER 2021**

The Chairman reminded everyone to complete their forms if they wished to attend the Conference on 21 October.

DECISION

NOTED>

5. **DATE OF NEXT MEETING**

The date of the next meeting of the Pension Board would be 20 October 2021.

DECISION

NOTED.

The meeting concluded at 9.20 a.m.

**SCOTTISH BORDERS COUNCIL
HAWICK COMMON GOOD FUND SUB-COMMITTEE**

MINUTES of Meeting of SPECIAL HAWICK
COMMON GOOD FUND SUB-COMMITTEE
held via Microsoft Teams on Monday, 4
October 2021 at 2.00 p.m.

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

1. MINUTE

There had been circulated Minutes of the meeting held on 17 August 2021.

DECISION

APPROVED the Minute for signature by the Chairman.

2. HAWICK COMMON HAUGH LAYOUT

- 2.1 There had been circulated copies of a report outlining a proposed layout of the Hawick Common Haugh. The report requested that the Sub-Committee endorse the proposed layout to go forward for a planning application. Connor Price, Project Director explained that through extensive consultation with the land owner, and users at the Common Haugh, it had been identified that a new layout of the carpark was desired - to provide an 'enhanced' campervan location and details of the proposed layout were circulated with the report. The report explained that the Hawick Flood Protection Scheme (FPS) was approved in December 2017 under the Flood Risk Management (Scotland) Act 2009 (the FRM). This 'approved' Scheme was then mapped into 'Construction Drawings' via the Detailed Design Process which was undertaken in partnership with the town. The 'Detailed Design' and thereby the actual product constructed on the ground must be within the legality of the Scheme's approvals.
- 2.2 As the Common Haugh area the Scheme required to re-configure the existing space with new flood walls and a modified parking area. Part of the green space over towards the Cobble Cauld/Victoria Road was changed to a hard surfaced area to offset the loss of parking alongside the river in the historical layout. All of this was included in the 'approved Scheme'. This reconfiguration allowed for the 'like for like' relocation of campervan parking from the corner of Albert Bridge over to the new corner by Victoria Road. It did not allow for increasing the number of campervan spaces or providing an 'enhanced' campervan location – which was what was now being proposed, and which had been developed further through extensive consultation with the people of Hawick and the Councillors/Common Good

Committee. As such the Scheme needed to ensure that full legal authority was in place for this 'enhanced' campervan location.

- 2.3 Under the FRM a Scheme was allowed to manage change which would inevitably occur when a Scheme was being constructed. This was managed through a Change Management process by the Scheme's Project Board under the FRM. The terms 'material change' and 'non-material change' are terms that are used within this process and relate specifically to the consideration of that change from a planning perspective. The processes have determined that the new proposed layout for the Common Haugh was a 'material change' and thus a stand-alone Planning Application was required. Permission to proceed to obtaining such a Planning Permission had been determined by the Scheme's Planning Working Group, reviewed and approved by the Scheme's Project Board, reviewed and noted by the elected members.
- 2.4 Through the review and consultation process, the new proposed layout was the preferred option identified by all consulted parties and if not approved, the Scheme would revert to the layout detailed in the initial approved Scheme.
- 2.5 During discussion, members noted that the car park had been laid out in Zones and included areas for car parking, electric vehicles, disabled parking, school buses, heavy-goods vehicles (HGV) and increased campervan provision which had been a challenge to balance and resulted in three HGV spaces being designated and a one way system. In response to a question about improving signage to reduce the confusion surrounding the car park layout, it was confirmed that there was an obligation to replace signage although the scheme was not at that stage and there would be further consultation on unique branding for new and appropriate signage. There followed some discussion on the possibility of temporary signage in the meantime and it was agreed that temporary signage would be reviewed and a report back to the Sub-Committee. Members discussed the position of CCTV and whether lighting columns could house additional cameras. Mr Price advised that there would be an interactive exhibition in the Town Hall, Hawick in November to update the public on the progress of the Scheme. Mr Price highlighted that the Scheme was not resurfacing the entire parking area and the scope of the project was to build flood protection and replace damaged land. The Members were of the opinion that the entire area should be resurfaced and formally requested that the roads department look at costings for resurfacing the entire area. The Project Director committed to work with the Estates Strategy Manager to assess work required to upgrade the surface of the Common Haugh and connectivity and facility for CCTV. Members raised concerns that there was no provision for the sluice and the Property Officer and Estates Strategy Manager updated the Sub-Committee.

DECISION

(a) AGREED:-

- (i) that the proposed new layout of the car parking at the Common Haugh be submitted for a planning application;**
- (ii) that the temporary signage be reviewed and that a report be brought to a future meeting;**
- (iii) that the roads department look at costings for resurfacing the entire area at the Common Haugh;**
- (iv) that the height of the drains be looked at.**

(b) NOTED that an interactive meeting was to be held in the Town Hall, Hawick in November on the progress of the Project.

3 WILLIESTRUTHER LOCH

The Hawick Community Council had raised concerns about water safety at the Williestruther Loch due to the increase in wild swimming, canoeing etc. by members of the public and the Property Officer presented pictures of warning signage currently displayed at Williestruther Loch. It was noted that people couldn't be prevented from accessing Williestruther Loch due to Right to Roam legislation. Members discussed the dangers presented at Williestruther Loch, alongside what individuals could do to ensure their safety and that further signage erected at the Car Park and Waters Edge would clearly explain the risks of participating in water activities. The Property Officer advised that the annual inspection had been carried out on the lifebelts provided and these were deemed appropriate and sufficient.

DECISION

AGREED that the Estates Strategy Manager and Managing Solicitor work with the Property Officer to draft wording for signage and to gather costings for design and erection to be presented to the next meeting of the Sub-Committee.

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

5. PRIVATE MINUTE

The Sub-Committee considered the private minute of the meeting held on 17 August 2021.

6. HAWICK MARKET

The Sub-Committee considered a presentation on Hawick Market.

The meeting concluded at 3.40pm.

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SCOTTISH BORDERS COUNCIL EXECUTIVE COMMITTEE

MINUTE of Meeting of the EXECUTIVE
COMMITTEE held remotely by Microsoft
Teams on Tuesday, 5 October 2021 at 10.00
am

Present:- Councillors S. Haslam (Chairman), G. Edgar, E. Jardine, C. Hamilton,
S. Hamilton, E. Jardine, S. Mountford, M. Rowley, R. Tatler, G. Turnbull
Also Present:- Councillors S. Marshall & W. McAteer
Apologies:- Councillor T. Weatherston
In Attendance:- Director Education & Lifelong Learning, Director Infrastructure & Environment,
Director Resilient Communities, Democratic Services Team Leader,
Democratic Services Officer (D Hall).

EDUCATION BUSINESS

Present: - Mrs L Craig, Mr I. Topping, Eleanor Lockey (Pupil Representative)

CHAIRMAN

Councillor C Hamilton chaired the meeting for consideration of Education Business.

1. STANDARDS AND EQUALITY REPORT AND IMPROVEMENT PLAN

- 1.1 There had been circulated copies of a report by the Director Education and Lifelong Learning which informed the Executive Committee of progress made by the Education Service and schools during 2021-21 and noted the improvement priorities for session 2021-22. The Standard in Scotland's Schools etc. Act 2000 placed a responsibility on Local Authorities to provide schooling for children and to ensure continuous improvement of the education system. The 2019/20 Standards and Quality Report provided a high level summary of the performance of schools in line with the Education Service Improvement Plan, it noted attainment and achievement across all aspects of service delivery. Appendix A to the report contained the Standard & Quality Report, an evaluation of the academic session 2020 -21 and drew on a range of data/information to support its conclusion. The report acknowledged the challenges faced by schools as a result of COVID-19 and the subsequent two periods of lockdown, but also highlighted a number of successes and achievements across all sectors. Appendix B to the report contained the Improvement Plan, a statement of objectives for academic session 2021-22. The Plan took cognisance of the recovery phase for education and a Build Back Better approach as outlined by the Scottish Government. The inclusion of Inspire Learning as a key driver for improvement in schools was noted in the report.
- 1.2 Members discussed the report and praised the excellent work done in trying times. In response to a question regarding the promotion of participation in local sports clubs in schools, Ms Robertson undertook to examine the issue further ahead of the expected resumption of team sports. In response to a question on specific plans to improve numeracy and literacy rates, Ms Robertson explained that plans were included in the framework, with clear strategies set out therein. The recovery curriculum also gave

explicit permission for teachers to focus on areas that had been identified as requiring attention. Regarding the development of young people in the workforce, Ms Munro explained that the high rate of leavers in the region that moved on to positive destinations reflected the willingness of many stakeholders to create opportunities for young people. In response to a question on mental health challenges faced by pupils, in particular young girls, Ms Strong explained that the wellbeing of pupils continued to be of the highest importance and that support was available 24/7. In response to a question regarding the promotion of schemes in schools, Ms Strong acknowledged that communications could be better and that she would liaise with schools to improve awareness of the availability of help.

DECISION

NOTED the report.

2. SOUTH EAST IMPROVEMENT COLLABORATIVE

There had been circulated copies of a report by the Director Education & Lifelong Learning which informed the Executive Committee of the progress made by the South East Improvement Collaborative (SEIC) and the improvement priorities from August 2021. The report highlighted SEIC progress and achievements, as well as detailed the priorities from August 2021. It demonstrated commitment and action to achieving the national aims of excellence, equity and empowerment. In response to a question, Ms Strong, Chief Education Officer clarified that the focus of the collaborative was on improving staff skills development, which would have the effect of improving experiences for young people.

DECISION

(a) NOTED the SEIC improvement plan as contained in Appendix 1 to the report; and

(b) AGREED to support the involvement of staff in relevant improvement activities for the benefit of Children and Young People in the Scottish Borders.

OTHER BUSINESS

CHAIRMAN

Councillor Haslam chaired the meeting for the remainder of the meeting.

3. MINUTE

There had been circulated copies of the Minute of the meeting held on 14 September 2021.

DECISION

APPROVED for signature by the Chairman.

4. PLACE BASED INVESTMENT PROGRAMME

4.1 There had been circulated copies of a report by the Director of Resilient Communities that provided information on the Scottish Government Place Based Investment Programme which had provided an allocation of £38m of capital funding to Scottish Local Authorities, payable in the financial year 2021/22 with a view to supporting town centre regeneration projects and developing community wealth building. The Scottish Borders had been provided with an allocation of £912k which had been allocated based on a combination of total population and existing deprivation levels. The existing allocation needed to be financially committed by the end of the current financial year. Scottish Government and Council Leaders had agreed that Local Authorities would

receive a share of funding to help support place based investment over the next five years. Council officers had concentrated on the key priority towns identified in the Town Centre Matrix and had currently identified three potential projects in Eyemouth, Galashiels and Jedburgh that funding could be allocated to at the present time, with further work being carried out by officers in the other localities with a view to identifying and delivering additional placed-based projects in other settlements before the end of the financial year.

- 4.2 In response to a question regarding the project in Galashiels, Mr Johnstone, Lead Officer explained that the stone slabs that had been used in certain areas of Galashiels had not been fit for purpose, the supplier had accepted responsibility and that partial compensation was being provided by the supplier. It was confirmed that the replacement of slabs would primarily take place at Market Square and Cornmill Square, with works also being undertaken to reinstate a local statue at Market Square. With regard to the Town Centre Matrix which had last been updated in 2019, Mr Johnstone confirmed that the new officers in post would be reviewing these.

DECISION

AGREED to:-

- (a) acknowledge the Scottish Government's Place Based Investment Programme intended to provide place based funding for Scottish Local Authorities over the next five years; and**
- (b) allocate £560k from the current financial year allocation to three key projects within the priority towns of Eyemouth, Galashiels and Jedburgh.**

5. HAWICK FLOOD PROTECTION SCHEME – UPDATE ON ACTIVE TRAVEL NETWORK

- 5.1 With reference to paragraph 7 of the Minute of 16 March 2021, there had been circulated copies of a report by the Director Infrastructure and Environment that provided an update on the Active Travel Network element of the overall Hawick Flood Protection Scheme following the report to Executive Committee on 16 March 2021. An additional £3.7M of funding was granted to the Council by Sustrans for the Active Travel Network element of the Hawick Flood Protection Scheme. This additional funding allowed for increased Neighbourhood Links to be considered. Since the previous report, Officers had collaborated with Sustrans to identify a range of additional measures. Those additional measures were identified within the report.

- 5.2 In response to a question regarding the environmental impact of using asphalt to pave footpaths, Mr Curry undertook to examine the viability of alternative materials. The Chairman invited contributions from the local Members in attendance, who spoke extremely highly of this additional work as part of the Flood Protection Scheme.

DECISION

AGREED to approve the additional measures identified within the report to provide enhanced Active Travel Network Neighbourhood Links within the Hawick Flood Protection Scheme.

6. WINTER SERVICES PLAN

There had been circulated copies of a report by the Director Infrastructure and Environment that provided a review of the performance of Scottish Borders Council's Winter Service during 2020/21, and presented at Appendix A to the report, SBC's proposed Winter Service Plan for 2021/22. The report included in Appendix B the details of the ward members workshops held following last winter, and provided

feedback and updates following those meetings. SBC provided a winter service on over 3,000km of roads and 1250 km of footway across the Scottish Borders. The Winter Service Plan was reviewed annually and presented to elected members to outline the steps that aimed to make sure the road and footway network was safe. As part of the Fit for 2024 programme of transformational change, the Council was required to modernise and adapt all of its services to meet present and anticipated future needs in a responsive and agile manner, ensuring that services could continue to be delivered cost effectively and sustainably, while delivering efficiencies and savings where required. The winter of 2020/21 was not significant in terms of snowfall, which was limited to a few occasions. There was an almost unprecedented period of prolonged frost from late December to mid-February. This, coupled with increased sensitivity and expectation due to Covid-19, had resulted in above average salt usage and a higher than normal number of precautionary treatments being required. The Winter Service Plan for 2021/22 was similar to the previous 2020/21 Plan in terms of policy, priorities, routes, call out arrangements and resource planning. In response to a question on modernisation, Brian Young, Network Manager, explained that improvements would entail a variety of measures such as using technology to manage salt spread rates. Mr Young explained that the monitoring of salt bins was another ongoing matter, with operations staff assessing bins ahead of winter. In response to a question on the importance of communications and the SB Alert system, Mr Young undertook to look into the use of text messaging to issue weather alerts.

DECISION

- (a) NOTED the performance of the SBC Winter Service during 2021/21; and**
- (b) AGREED to endorse the Winter Service Plan for 2021/22.**

7. 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 detailed in the Appendix to this Minute on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 8 of Part I of Schedule 7A to the Act

SUMMARY OF PRIVATE BUSINESS

8. MINUTE

The Committee noted the Private Minute of the Meeting on 14 September 2021.

9. PROPOSED RELOCATION OF A BUSINESS FROM EARLSTON TO LAUDER INDUSTRIAL ESTATE

The Committee considered a report by the Director Environment and Infrastructure and approved the recommendations.

The meeting concluded at 11.50 am.

SCOTTISH BORDERS COUNCIL AUDIT AND SCRUTINY COMMITTEE

MINUTE of Special Meeting of the AUDIT AND SCRUTINY COMMITTEE held via Microsoft Teams on Tuesday, 5 October 2021 at 2.00 p.m.

Present:- Councillors S. Bell (Chairman), H. Anderson, J.A. Fullarton, J. Greenwell, N. Richards, E. Robson, H. Scott, S. Scott, E. Thornton-Nicol.
Also Present - Councillor R. Tatler.
In Attendance:- Chief Roads Officer, Parks & Environment Operations Manager, Democratic Services Team Leader.

1. PETITION

1.1 Petitions Procedure

There had been circulated copies of the Audit and Scrutiny Committee Petitions procedure. The Chairman outlined the process and advised Members that the petition only related to the public toilets in West Linton and they should restrict their consideration to those. The Chairman welcomed Mr Ian Reid, Lead Petitioner and Ms Marion Storrie from West Linton Community Council.

1.2 West Linton Toilets Petition

There had been circulated copies of a petition entitled "SBC should reopen and take full responsibility for managing the public toilets in West Linton", which had received around 1300 signatures. There had also been circulated copies of a briefing note by the Director Infrastructure and Environment in response to the petition. In the statement within the petition, it was explained that the public toilets in the middle of West Linton, run by Scottish Borders Council, had been closed for over 16 months since the start of the Covid-19 pandemic while others across the region had re-opened. It was noted that the toilets in West Linton had now re-opened and initially the petition had been withdrawn. However, the Council had now indicated that the toilets would close again at the end of the month so the petition had been re-submitted which urged the Council to re-open the toilets on a permanent basis.

1.3 The Chairman invited Ian Reid, Lead Petitioner, to present his petition. Mr Reid explained that he was not representing any particular group but he had listened to people and discussed his concerns with West Linton Community Council and they supported the petition. Mr Reid explained that he had begun the petition after a visit to Aberdeenshire where he found that all of the public toilets were open. He had been surprised at the level of support with the petition receiving around 1300 signatures, 800 online and 500 on paper copies. He explained the impact that the closure of the toilets had on the people of West Linton, those from surrounding communities and tourists. The toilets were centrally located close to the shops and the park and their closure had an impact on all ages from young people visiting the park to the elderly visiting the shops. He also highlighted the impact on tourists with people from 67 different places signing the petition. He had also ascertained that when the toilets were closed they could still be accessed by Council employees such as those on refuse lorries who had a key. He considered that if the toilets were having to be cleaned for Council employees then they should be able to stay open for everyone. Mr Reid thanked Mr Hedley and Mr Pringle for their engagement with him on this matter. Ms Storrie confirmed the support of the Community Council for keeping the toilets open.

- 1.4 In response to questions from Members, Mr Reid advised that West Linton had a population of just over 2000 people and was located on the A702 which was the main trunk road between Edinburgh and the M74. It was also connected to the A701 which was promoted as a tourist route and West Linton was signposted from that road as a historical conservation village. The sign also advertised that the village had toilets. He confirmed that the toilets were 2 spacious single compartments which could accommodate mobility scooters. With regard to the impact on tourists he advised there was a toilet in the local café but it had been overwhelmed by the demand and was not accessible for a mobility scooter. The owner had also required to repair them due to overuse. He also commented that the public toilets were also used by the tennis club. With regard to community provision he advised that 3 local organisations had indicated an interest but 2 had subsequently withdrawn. In response to a question on visitor numbers during the winter, Mr Reid advised that it depended on the number of events in Edinburgh. However, a number of people on biking holidays based themselves in West Linton. He considered that the biggest impact was on the vulnerable members of the community. Pre-Covid the toilets had been open on a permanent basis. The local cleaner had retired in December 2020 but a person had been appointed that had duties including the cleaning of the toilets. He had also suggested that the caretaker of the Graham Institute, which was located across from the toilets, could also assist with the cleaning. Mr Hedley advised that he had no questions for Mr Reid.
- 1.4 The Chief Roads Officer was invited to respond to the Petition on behalf of the Council. The paper which had been circulated set out the background to the closure of the Council's 41 public toilets when lockdown was imposed. Scottish Government had published guidance for local authorities on the operation of public toilets and it had been agreed to reopen 15 of these public toilets on 17 July 2020 with a 3 times daily cleaning regime. Following the further relaxing of Covid restrictions there had been growing pressure on the Council to open more public toilets and this led to the opening of further units with cleaning once a day and reduced opening hours until the end of October. The paper also commented on the use of comfort schemes where local businesses made their facilities available. The paper provided a detailed response to each of the points raised in the petition and advised that the future model for public toilets across the Scottish Borders would be the subject of a report to a future Council meeting. Mr Hedley confirmed that on further investigation there were no comfort schemes operating in West Linton.
- 1.5 Mr Hedley answered Members questions and advised that Live Borders operated the Graham Institute so there would be a cost to use their staff. It was suggested that the subject should at least be discussed to see if some agreement could be reached. With regard to disabled access Mr Hedley advised that the public toilets were refurbished in 2010 and were fully accessible but he could not comment on other facilities in the village and undertook to check. He was unable to provide an individual breakdown of the cost of operating the West Linton toilets. Opening hours were currently 9am-5pm seven days per week. In response to the criteria used for deciding which toilets would reopen, Mr Hedley advised that it was based on usage and ease of operation. With regard to the likely recommendations in the future report to Council it was noted that a previous report had approved the carrying out of a procurement exercise for the service and due to Covid there had been no further report to Council. In response to Council workers having keys, Mr Hedley advised that this had been introduced before lockdown when charging had been implemented. He was unable to advise how many keys had been issued but he considered that usage by employees would be infrequent. He was happy to have discussions with any community group who might be prepared to take over operation of the toilets.
- 1.6 Mr Hedley answered Mr Reid's questions and advised that he did not know what cleaning regime was in place for employee usage. With regard to the Community consultation promised by Councillor Haslam, Mr Hedley advised that this had not been a formal part of his original report but there was regular informal consultation with communities. With

regard to other statements made by Councillors, the Chairman advised that Mr Hedley was not in a position to comment on these.

- 1.7 Having heard from both Mr Reid and Mr Hedley, the Chairman outlined the decisions that they could make. Members discussed their recommendations and it was unanimously agreed that they favoured the option of referring the matter to the relevant Director with the recommendation that the West Linton toilets should remain open until a formal decision was taken by Council. They also requested that the Director of Infrastructure and Environment be asked to explore all options for cleaning including discussions with Live Borders given that these toilets were also used by Council employees.
- 1.8 The Chairman thanked Mr Reid and Ms Storrie for their presentation of the Petition and Mr Hedley for his input.

DECISION

AGREED that the Petition should be referred to the relevant Director with the recommendation from the Committee that the West Linton toilets should remain open and that the Director of Infrastructure & Environment be asked to explore all options to allow this, including discussions with Live Borders to support the cleaning regime and in light of the use of these toilets by Council staff. On a wider basis the Director should also consider keeping the other 9 toilets across the Borders open until a decision was taken by the Council on future provision.

The meeting concluded at 3.45 pm

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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, 6 October 2021 at
5.30 pm

Present:- Councillors K. Chapman (Chairman), H. Anderson, S. Bell, S. Haslam,
E. Small, R. Tatler

In Attendance:- Chief Legal Officer, Estates Surveyor (T. Hill), Democratic Services Team
Leader

1. **PRESENTATION BY PAGE AND PARK**

The Chairman welcomed Karen Nugent, Catriona MacDonald and David Wyllie from Page and Park to the meeting. Karen Nugent led the presentation and gave a run through of the proposed virtual tour of the building and advised that captions still had to be added. There followed a detailed discussion of how the digital presentation could be amended to make it as clear as possible for those watching. It was agreed that 2 options be included although Members were relaxed about how this was done so long as it was clear. It was further agreed that before and after plans be included to help orient people and a simplified diagram at the start of each section was also suggested. Signage would also be added.

DECISION

AGREED to that Page & Park amend their virtual tour of the building taking account of the points raised by Members and this be presented at the next meeting of the Trust on Wednesday, 17 November 2021.

2. **URGENT PRIVATE 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 appendix to the Minute should be considered at the meeting as a matter of urgency to keep Members informed and make an early decision.

3. **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 12 of Part I of Schedule 7A to the Act.

SUMMARY OF PRIVATE BUSINESS

4. **MEMBERSHIP**

The Chief Legal Officer updated Members of the Trust.

MEMBER

Councillor Tatler left the meeting during the above item.

The meeting concluded at 7.35 p.m.

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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 Wednesday, 20
October 2021 at 9.00 a.m.

Present:- Councillors D. Parker (Chairman), S. Aitchison, J. Brown, G. Edgar, D. Moffat,
S. Mountford, S. Scott; Mr. A. Daye, Mr D. Bell, Mr M. Drysdale, Mr M.
Everett, Ms L. Ross
Absent:- Councillor C Hamilton
In Attendance: Director Finance and Corporate Governance, Pensions and Investment
Manager, HR Shared Services Manager, Chief Officer Audit & Risk,
Democratic Services Team Leader, Democratic Services Officer (W.
Mohieddeen)
Also in Attendance: Ms G. Woodman (Audit Scotland), Mr A. Haseeb (Audit Scotland), Ms A.
Fitzpatrick (Audit Scotland)

1. **MINUTE**

There had been circulated copies of the Minute of the meeting held on 16 September 2021.

DECISION

APPROVED the minute for signature by the Chairman

2. **EXTERNAL AUDIT REPORT**

There had been circulated copies of the report by Audit Scotland, the Council's external auditors. The report explained that Audit Scotland's work on the 2020-21 annual report and accounts had been substantially completed and were able to express an opinion as to whether the financial statements gave a fair and true view in accordance with the financial reporting framework and as to other opinions on the management commentary, annual governance statement and governance compliance statement. Ms Woolman, Audit Scotland was in attendance and presented the report. Ms Woolman confirmed that the audit was conducted in accordance with applicable law and International Standards on Auditing (UK) (ISAs (UK)), as required by the Code of Audit Practice approved by the Accounts Commission for Scotland and it was anticipated that an unqualified audit opinion would be issued. Ms Woolman assured the Committee that through interaction with officers and members any instances of actual, suspected or alleged fraud would have been drawn to their attention and outstanding matters referenced in the paper had been received and did not affect the conclusion of the report. It was noted that fund membership levels were increasing but the ratio of active members to pensioners was reducing. The report noted that that Audit Scotland regarded the Fund as having conducted business in an open and transparent manner. Ms Woolman noted the Fund actively considered Environmental, Social and Governance matters as part of its Investment Strategy and that a positive approach in those matters may have a positive impact on the financial performance of investments.

DECISION

APPROVED the report to be put forward to a meeting of the Scottish Borders Council.

3. FINAL ANNUAL ACCOUNTS

There had been circulated copies of a report by the Director Finance and Corporate Governance presenting the final Annual Report and Accounts for the Pension Fund 2019-20 prior to their submission to Scottish Borders Council for signature. The final Report and Accounts, contained in Appendix 1 to the report, fully met these requirements. Audit Scotland had completed their audit and had provided an unqualified independent audit opinion. The Scottish Borders Council's Pension Fund Annual Audit Report highlighted two new recommendations and five recommendations from previous audits and action plans had been agreed for each of the recommendations. In response to a question about disparity between payments and income into the Fund, Mr Robertson noted that the Fund had consistently produced a positive return above the requirement of a 3.8% per annum return on investments. Fund performance was monitored and the Council had available options should performance reduce.

DECISION

AGREED the Pension Fund Annual Report and Accounts 2019-20 for Officer signature and Council Approval.

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

5. MINUTE

The Committee considered the Private Minute of the Meeting held on 16 September 2021.

The meeting concluded at 9.35 am.

**SCOTTISH BORDERS COUNCIL
PENSION BOARD**

MINUTE of Meeting of the PENSION BOARD
held Via Microsoft Teams on Wednesday, 20
October 2021 at 9.35pm

Present:- Mr. D. Bell (Chairman), Councillor S. Aitchison, Mr A. Daye, Mr. M. Everett,
Ms K M Hughes, Ms L Ross, Mr M Drysdale,

Apologies:-

In Attendance:- Pension & Investments Manager, HR Shared Services Manager, Democratic
Services Officer (W. Mohieddeen).

1. JOINT MEETING OF PENSION COMMITTEE AND PENSION BOARD

Members discussed the performance of the Pension Fund as presented in the Annual Report. A concern was raised around the possible transfer of Council staff to other organisations, the Pension and Investment Manager explained that there was a requirement to ensure staff had the equivalent Pension rights and this usually resulted in the staff undergoing the TUPE process remaining within the LGPS and at that time new employers being admitted to the Fund, if they were not already, as in the case with CGI. With regards to the impact of staff that undergo the TUPE process, the HR Shared Services Manager explained that staff who had recently transferred from care services through the TUPE process had transferred to the new employer's pension scheme. This is the first TUPE transfer from the Council whereby transferred staff had not remained members of the Scottish Borders Council pension fund. The Pension and Investment Manager clarified that the Fund although in a cashflow negative position from the activities of the members had taken action previously to diversify its assets into areas which provide a cash income which ensure the Fund has cash available to meet its requirements without having to disinvest assets.

DECISION

AGREED that there were no issues to raise.

2. DATE OF NEXT MEETING

The date of the next Meeting of the Pension Board is 14 December 2021.

The meeting concluded at 9.50am.

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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 Thursday, 21 October 2021 at
10.00 am

Present:- Councillors S. Bell (Chairman), H. Anderson, J. A. Fullarton, J. Greenwell,
N. Richards, E Robson, H. Scott, E. Thornton-Nicol; Ms H. Barnett and
Mr M. Middlemiss(from para 2).

Apologies: Councillor S. Scott

In Attendance:- Director Finance & Corporate Governance, Pensions & Investment Manager,
Chief Officer Audit and Risk, Clerk to the Council, Democratic Services Officer
(D. Hall).
Mrs G. Woolman and Mr A. Haseeb – Audit Scotland.

AUDIT BUSINESS

1 MINUTE.

- 1.1 There had been circulated copies of the Minute of 20 September 2021.

DECISION

APPROVED for signature by the Chairman.

- 1.2 The Chairman asked about the Minute of the meeting of Audit & Scrutiny on 5 October 2021 and the Clerk to the Council apologised that the Minute was not before the meeting. It would be brought to the next meeting of the committee.
- 1.3 With reference to paragraph 6 of the Minute of 20 November 2020 regarding Internal Audit Work, and the decision of the Committee to request that the Executive Director Finance & Regulatory write to the Chief Executive NHS Borders to encourage sign-off at the earliest opportunity of the SLA relating to the Community Equipment Service, the Chairman advised that he had written to the Director of Finance and Corporate Governance asking for an update. Mr Robertson advised that he had provided a response to the Convenor. He could confirm to Committee that a letter had been issued to NHS Borders as previously agreed and the matter was with the Director of Finance of NHS Borders for action. While the SLA was not yet signed, NHS Borders is paying a 50% contribution to the costs of the service, the position would be clarified with NHS Borders as soon as possible,

DECISION

NOTED.

2 EXTERNAL AUDIT ANNUAL REPORT 2020/21 FOR SCOTTISH BORDERS COUNCIL PENSION FUND

With reference to paragraph 4 of the Minute of 22 October 2020, there had been circulated copies of a report by Audit Scotland in respect of Scottish Borders Council Pension Fund. Mrs Woolman, Audit Scotland, advised that their audit work on the 2020/21 annual report and accounts was now substantially complete. Subject to the satisfactory conclusion of any outstanding matters and receipt of a revised set of annual report and accounts for final review, they anticipated being able to issue unqualified audit opinions in the independent auditor's report on 28 October 2021. In response to

questions, the Director Finance & Corporate Governance, Mr Robertson, advised that with regard to a £0.36m unadjusted error identified, this was because some investment returns were declared after the audit, with those returns being accounted for in the 2021/22 accounts. As the amount was less than the materiality level, the accounts did not require to be adjusted. With regard to capacity issues within the Finance and Human Resources departments, Mr Robertson provided assurances that work levels were being monitored appropriately and that if more staff were required then this would be resolved in a suitable manner. Mr Robertson further advised that the online self-service tool for Pension Scheme members when implemented was expected to have a significant positive impact, reducing workloads for those working in the Pensions admin team. The Chairman congratulated the Pension Fund Board and Officers on their management of the Pension Fund.

DECISION

NOTED Scottish Borders Council Pension Fund Annual Report 2020/21 from the Council's External Auditor.

MEMBER

Mr M Middlemiss joined the meeting during the discussion of the above item.

3 AUDITED REPORT AND ACCOUNTS 2020/21 FOR SCOTTISH BORDERS COUNCIL PENSION FUND

There had been circulated copies of a report by Director Finance & Corporate Governance on the final Annual Report and Accounts for the Pension Fund for 2020/21. The report provided the Audit and Scrutiny Committee with an opportunity to scrutinise the final Account Report and Accounts for the Pension Fund for 2020/21 prior to their submission to Scottish Borders Council for signature. Mr Robertson advised of a typographical error in the report, where reference was made to accounts for 2019/20 in error, the report should have referred to 2020/21. The Local Government Pension Scheme Amendment (Scotland) Regulations 2010 specified the elements which must be contained in the Annual Report and Accounts, contained in Appendix 1 to the report. Audit Scotland had now completed their audit and had given an unqualified audit opinion. They had identified two new recommendations and five recommendations from previous audits requiring action and these had been accepted by Management and would be enacted within the agreed timescales. The Annual Report had also been presented to members of the Pension Fund Committee and Pension Board for approval prior to Scottish Borders Council for signature.

DECISION

- # (a) AGREED to recommend to the Pensions Fund Committee that it sought reassurance that by 31 March 2022 the recommendations detailed in the management action plan would be achieved; and**
- (b) NOTED the Scottish Borders Council Pension Fund Annual Report and Accounts for 2020/21.**

4 EXTERNAL AUDITORS' ANNUAL AUDIT REPORTS 2020/21.

- 4.1** With reference to paragraph 6.1 of the Minute of 22 October 2020, there had been circulated copies of covering letters and a report by Audit Scotland, the Council's external auditors. The report explained that Audit Scotland had now completed the audit of the Council's Annual Accounts for 2020/21 and Ms Woolman anticipated issuing an unmodified audit opinion in all cases. Ms Woolman advised that the financial statement gave a true and fair view. There were no unadjusted misstatements or material weaknesses in the accounting and internal control systems identified during the audit. The Committee confirmed that they knew of new issues or any concerns with regard to fraud or non-compliance.

- 4.2 A number of questions were raised which were answered by officers. Regarding financial misstatements, Mrs Woolman explained that the audit aggregated all amounts, credits and debts to assess whether the approach to the audit was correct. Regarding cyber security accreditation, the Chief Officer Audit & Risk advised that elements were monitored through the Officers Information Governance Group which looked at PSN accreditation and that would be captured in the Internal Audit review of Information Governance. An assessment of this would be presented to the Committee in March 2022. A webinar was due to be held the following week which would share lessons learned from the cyber-attack on SEPA. Regarding £27m of Covid relief funds provided by the Scottish Government, Mr Robertson explained that Scottish Borders Council had used £11.3m of the funding to ensure the continuation of essential services and had retained £15.7m in reserves. Those reserves continued to be drawn down and deployed to meet Covid related challenges as they arose, and would continue to be used as such. With regard to inconsistencies in Educational Maintenance Allowance record keeping, Mr Haseeb advised that as there had been sufficient improvements in record keeping compared to the prior year as a result of the work undertaken across the Council to address the recommendation in last year's annual audit report, no further recommendation was being made. As further work was still being carried out to address this that would be monitored. In response to a question regarding £34m made available to CGI, Mr Robertson clarified that the sum referred to was in fact the future transformation projects budget, earmarked to harness new technologies to adapt to the changing way customers interact with the Council. With regard to medium and long term financial planning, Mrs Woolman acknowledged that whilst accurate long term planning was challenging, the Council had an obligation to proceed with caution. Mr Robertson added that the Council had first adopted its current approach to long term planning in 2013/14. He noted that transforming services took time and highlighted the Council's good track record in the area. Regarding S.106 charities, Mr Robertson explained that discussions had taken place with the Education Department regarding work to consolidate a significant number of education trusts into the SB Education charity. It had been agreed that the Education department had to lead the substantial piece of consultation work required before the technical process to consolidate the trusts could be undertaken led by Finance and Legal Services. In regard to National Fraud Initiative (NFI) matches, Mrs Woolman explained that whilst the current timescale matched to the 2 year NFI programme, an alternative timescale could be followed. Mrs Stacey added that if resources were available work would be undertaken before the end of the year.

DECISION

NOTED the Annual Reports from the Council's External Auditors prior to Council approval.

5 SCOTTISH BORDERS COUNCIL ANNUAL REPORTS AND ACCOUNTS 2020/21

- 5.1 With reference to paragraph 7.1 of the Minute of 22 October 2020, there had been circulated copies of a report by the Director Finance and Corporate Governance presenting copies of the Council's audited Annual Accounts for 2020/21. The audit appointment of Audit Scotland for Scottish Borders Council accounts included the requirement to provide an auditor's report for the Council as well as related charities. KPMG continued to provide the external audit of the Council subsidiary Bridge Homes LLP. Audit Scotland had now completed the audit of the Council's Annual Accounts for 2020/21 and were expected to issue an unqualified audit opinion in all cases. In addition, Audit Scotland concurred with Management's accounting treatment and judgements; and had reached positive conclusions in respect of financial sustainability, financial management, governance, transparency and value for money. Audit Scotland had identified six new and one follow-up to prior year recommendations for improvement requiring action and these had been accepted by Management and would be enacted within the agreed timescales.

- 5.2 As required under the Local Authority Accounts (Scotland) Regulations 2014, the audited Annual Accounts for Scottish Borders Council, SBC Common Good Funds, the SBC

Charitable Trusts, and Lowood Tweedbank Ltd were being presented to the Audit and Scrutiny Committee prior to signature. The report also referred to KPMG's external audit of Bridge Homes LLP which had raised no issues, with no matters to report. However, that audit was not yet complete and therefore was not before the Committee for final consideration that day. Mr Robertson advised that although the audit of Bridge Homes LLP by KPMG had not been signed off, no issues were expected to arise. In response to a question regarding Scottish Water (SW) balances, Mr Robertson explained that SBC collected water fees as an agent of Scottish Water (SW). However, because SBC did not collect 100% of the water charges that it levied, discussions were required with SW to ensure that those debts which had subsequently proven to be uncollectable were written off by SW.

DECISION

(a) AGREED to recommend the following accounts for officer signature and Council approval:

- i. the Scottish Borders Council's audited Annual Accounts for the year to 31 March 2021;**
- ii. the Scottish Borders Council Common Good Funds' (Charity SC031538) audited Annual Accounts for the year to 31 March 2021;**
- iii. the SBC Welfare Trust (Charity SC044765) audited Annual Accounts for the year to 31 March 2021;**
- iv. the SBC Education Trust (Charity SC044762) audited Annual Accounts for the year to 31 March 2021;**
- v. the SBC Community Enhancement Trust (Charity SC044764) audited Annual Accounts for the year to 31 March 2021;**
- vi. the SBC Ormiston Trust for Institute Fund (Charity SC019162) audited Annual Accounts for the year to 31 March 2021;**
- vii. the Scottish Borders Council Charitable Trusts (Charity SC043896) audited Annual Accounts for the year to 31 March 2021; and**
- viii. the Lowood Tweedbank Ltd Annual Accounts for the year to 31 March 2021.**

(b) NOTED the Bridge Homes LLP Annual Accounts for the year to 31 March 2021, prior to the receipt of the final audit certificate.

SCRUTINY BUSINESS

- 6. ANY OTHER SCRUTINY ITEMS WHICH THE CHAIRMAN DECIDED WERE URGENT**
In response to a question from the Chairman, the Clerk to the Council advised that no petition had been received relating to Teviot Day Services. In relation to further Scrutiny business coming before the Committee, the Clerk confirmed that an updated timeline would be brought to the next meeting.

**DECISION
NOTED.**

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 detailed in the Appendix to this Minute on the grounds that it involved the likely disclosure of exempt information as defined in Paragraphs 3 & 10 of Part I of Schedule 7A to the Act.

SUMMARY OF PRIVATE BUSINESS

7. **MINUTE**

The private section of the meeting held on 20 September 2021 was approved.

The meeting concluded at 12.28 pm

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SCOTTISH BORDERS COUNCIL TWEEDDALE AREA PARTNERSHIP

MINUTES of Meeting of the TWEEDDALE
AREA PARTNERSHIP held Via Microsoft
Teams on Tuesday, 2 November 2021 at
7.00 pm

Present:- Councillors R. Tatler (Chairman), H. Anderson, S. Bell, S. Haslam, E. Small
together with 15 representatives from Partner Organisations, Community
Councils and members of the public.

Absent:- Councillor K. Chapman

In Attendance:- Director Resilient Communities, Communities & Partnership Manager,
Locality Development Co-ordinator (K. Harrow), Community Engagement
Officer (H. Lacon), Portfolio Manager (J. Lamb), Democratic Services Team
Leader, Democratic Services Officer (D. Hall)

1. **WELCOME AND INTRODUCTIONS**

The Chairman welcomed everyone to the meeting of the Tweeddale Area Partnership being 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 PREVIOUS MEETINGS.**

The Minute of the meetings of the Tweeddale Area Partnership held on 24 August 2021 was noted.

3. **ADDITIONAL INFORMATION DOCUMENT**

The Chairman explained that the additional information document included reference to a wide range of information that would be referred to during the meeting.

4. **PLACE MAKING UPDATE**

4.1 Portfolio Manager, James Lamb, gave a presentation providing an update of the Place Making Approach. Mr Lamb explained that the report discussed at the previous meeting was a draft which had now been approved by full Council. Recruitment of the 9 newly created posts had progressed, with 5 Community Engagement Officers successfully recruited, 4 of which had started work. The Green Space Programme Officer was also in place. 2 Place Planning and Regeneration Officers would be in post before the end of this month. The recruitment of the Climate Change Officer remained a challenge, with ways to improve the attractiveness of the post being considered. Further work had gone into creating smaller settlements profiles, which incorporated statistics taken from national level on population change, access to amenities and deprivation levels. This would be published on the Council's website along with the smaller town index.

4.2 Following the previous meeting, Mr Lamb had asked the Area Partnership attendees to provide feedback on the proposed Joint Principles, the Framework, Prioritisation and the terms of reference. 21 responses had been received across the 5 area partnership areas, with 8 from the Tweeddale Area. This represented a 4% participation rate, and Mr Lamb acknowledged that the results were more informative than representative. In response to a question, Mr Lamb agreed that a Council report was not the best way of communicating with Area Partnerships. Regarding the Joint Principles, Mr Lamb agreed that 13 principles were too many, and that the more principles there were the less effective they became. Mr Lamb undertook to re-examine the principles, reduce their number and synthesise them in

a more succinct manner. The feedback on the Joint Framework was largely positive, with the focus primarily on the need to simplify the language used and whether the approach was sustainable in the long term.

- 4.3 After considerable discussions by those present it was agreed that the proposed method of identifying initial communities for action be disregarded and a new approach sought. The Chairman proposed that the Portfolio Manager organise a workshop with all interested parties to examine the approach to identifying initial communities again, following which a group would be formed that would make a prioritisation list and report back to the Area Partnership. Members endorsed this approach as a more effective way to make nuanced decisions on what levels of support should be provided to communities based on their differing levels of capacity to undertake projects and gain access to funding. The Chairman hoped that the workshop would be completed prior to the next meeting of the Area Partnership and thanked Mr Lamb for his presentation and the work that he had undertaken.

5. **ROADS UPDATE**

Donald Scott, Team Leader, Road Assets Team gave an update on the Roads asset programme. He explained the strategic approach that his team used to manage and carry out works on the road network across the region. There were 3000km of roads under the responsibility of SBC, 43.5% of which required treatment or work carried out to it. £12million had been identified as the sum required to maintain the network in its current state. £6million was being spent on planned and routine maintenance this financial year. Two new trainees had begun work recently, it was hoped that their recruitment would improve the capacity for works to be carried out in the long term. Mr Scott explained that the Road Assets Team used a blended approach, with third party contractors brought in to carry out work where necessary. Mr Scott went on explain that in wintery conditions the primary road network would be prioritised for treatment, after which secondary roads and then tertiary roads would be salted where conditions and resources allowed. Changes made to the planned works programme were outlined and Mr Scott concluded with an update on projects that had been completed. In response to a question, Mr Scott explained that his team were constantly looking to new technologies to help them in their work. Mr Scott went on to explain that a third party had been contracted to clear out and empty the gullies in the region, work was expected to start imminently in Tweeddale. Regarding pot-holes, Mr Scott explained the way in which repairs were categorised meant that timing issues often only allowed for temporary repairs to be carried out. The Chairman thanked Mr Scott for his excellent and informative presentation and it was agreed that Mr Scott's contact details and a copy of the slide presentation would be issued.

6. **FUNDING OVERVIEW**

A copy of the Tweeddale Area Partnership Funding Table had been circulated. The Chairman asked Kenny Harrow to provide an update on funding levels. Regarding the Community Fund 2021/22, Mr Harrow referred to the table and explained that £40,846.90 remained if all assessed applications were successful. He advised that there were two further meetings of the Area Partnership to be held before the new financial year and invited applications for funding. Mr Harrow turned to the Build Back a Better Borders Fund, and advised that if the pending applications were approved there would be a balance of £15,456 remaining. In response to a question on an application by Clovenfords Community Council, Mr Harrow explained that the application had been to the community fund, was not eligible to be fast tracked and that the group had been directed to work with Ms Lacon to apply to the Welfare Trust for financial support.

7 **COMMUNITY FUND**

The recommendation of the Tweeddale Area Partnership Assessment Panel on an application by Sustainable West Linton to the Tweeddale Community Fund had been circulated. Esther Daborn gave an outline of the application before providing comments and an explanation of the reasons for the recommendation. Concerns had been raised

regarding appropriate record keeping. She confirmed that the decision by the Panel had been unanimous. The application was for a grant of £1367 to establish a community apiary on land in Carlops. The request for funding was unanimously approved with appropriate terms and conditions attached along with effective monitoring.

8. **BUILD BACK A BETTER BORDERS RECOVERY FUND APPLICATIONS**

8.1 The Chairman asked Mr Harrow to give an outline of each of the applications to the Build Back a Better Borders (BBBB) fund.

8.2 **Tweeddale Rideability Group**

The Tweeddale Rideability Group had applied for £6300 to purchase a horse to return to their pre Covid levels of capacity. The application for funding did not meet the criteria of the BBBB fund because they had not demonstrated a new element of operations to their application. Members discussed the application, lauded the excellent work carried out by the group but unanimously decided not to grant funding. Members recommended that the group apply to the community fund. Mr Harrow and Ms Lacon agreed to follow up with the group to assist in an application.

8.3 **St Ronan's Silver Band**

The St Ronan's Silver Band had applied for £6000 to allow the purchase of 35pbuzz instruments and to pay for tuition time to provide 30 children with access to free face to face musical tuition with the instruments. The funds applied for would also be used to pay for the installation of new windows at their hall. Mr Harrow advised that part of the application for funding was for the purchase and installation of a new shed, which had been withdrawn. The requested sum had therefore been reduced to £5094. Councillor Bell, seconded by the Chairman moved approval of £5094 and this was unanimously approved.

8.4 **Walkerburn Bowling and Petanque Club**

The club had applied for £4365 to improve accessibility to their newly expanded petanque playing area. The funding applied for would allow to the club to build a level walkway from the clubhouse to the street and provide a better pathway for wheelchair users. The funding would also be used to create a children's practice area and enable the replacement of a retaining wall. Members discussed the application and praised the Club for its ongoing success. The Chairman, seconded by Councillor Bell, moved approval of £4365 and this was unanimously approved.

9. **GROUP EVALUATION**

Clare Wildsmith of the Tweeddale Access Panel gave an update on work that she had undertaken in the area to help those with hearing difficulties adapt to life post Covid. She explained that widespread mask wearing had created more daily challenges for those affected. Ms Wildsmith had spent grant money sending out letters to local businesses and creating packs containing a dry wipe board and tips on more effective communication, which had received a good reception. Ms Wildsmith had subsequently held discussions with local shops regarding some measures that they could take to help those with hearing difficulties, such as clear pricing, labels, the use of clear face masks and ways in which workers could improve communication. Ms Wildsmith commented that local shops had responded in an exemplary manner. The Chairman thanked Ms Wildsmith and encouraged her to keep up her good work.

10. **PEEBLES PARKING SUB GROUP UPDATE**

The Chairman gave an update on the work of the Group. A meeting had been held on the 15 September, the notes of which would be distributed presently. The next meeting would be held on 22 November, at which it was hoped that an update on the installation of electric charging points in car parks would be given. The Chairman advised that the group required more diverse representation, in particular from local traders.

11. **VILLAGE SPEED LIMITS**

Esther Daborn of Skirling Community Council thanked Councillors Anderson and Small for their assistance in connecting her with Philippa Gilhooly to discuss the placement of lights and signage in Skirling. Discussions on the placement of the aforementioned equipment were ongoing, and concerns that had been raised were being addressed.

12. **DATE OF NEXT AREA PARTNERSHIP MEETING**

The next full meeting of the Area Partnership was scheduled for 18 January 2022 and the Chairman asked for agenda item suggestions to be submitted.

13. **MEETING EVALUATION**

Ms Lacon gave a demonstration of Menti, a tool designed to allow better participation in online meetings. The tool worked by asking users to scan a QR code with a mobile phone or tablet computer. It then allowed them to provide feedback or ask questions that could be shared on screen. It was also possible to use a standard web-based link. The Chairman proposed that at future meetings the tool could be used prior to any break.

14. **ANY OTHER FORMAL BUSINESS**

Councillor Haslam raised the matter of discussions she had held with a Modern Studies teacher at Peebles High School. The pupils there were hosting mock elections and were looking to get involved with place making activity. Mr Harrow advised that he had also spoken with the teacher involved and explained the various opportunities for engagement that existed.

The meeting concluded at 9.05 pm