

Public Document Pack



CHEVIOT AREA FORUM WEDNESDAY, 3RD JUNE, 2015

A MEETING of the CHEVIOT AREA FORUM will be held in the ASSEMBLY HALL, JEDBURGH GRAMMAR SCHOOL, HIGH STREET, JEDBURGH TD8 6DQ on WEDNESDAY, 3 JUNE 2015 at 6.30 pm.

J. J. WILKINSON,
Clerk to the Council,
27 May 2015

| BUSINESS | | |
|-----------------|---|----------------------------|
| 1. | Welcome and Introductions. | |
| 2. | Apologies for Absence. | |
| 3. | Order of Business. | |
| 4. | Declarations of Interest. | |
| 5. | Minute. (Pages 1 - 10) Minute of the meeting of Cheviot Area Committee of 1 April 2015 to be noted. (Copy attached.) | 2 mins |
| 6. | Police Force of Scotland - 'J' Division Spotlight. Update report by Police Inspector detailing ongoing work and initiatives in the Cheviot area. | 20 mins |
| 7. | Health and Social Care - Engagement by NHS Borders Representative. | 10 mins |
| 8. | Scottish Fire & Rescue Service. Update report detailing ongoing work and initiatives in the Cheviot Area. | |
| | (a) Update report detailing ongoing work and initiatives in the Cheviot Area. (Copy attached.) | (Pages 11 - 14) 10 mins |
| | (b) Presentation on engagement/consultation with stakeholders on the Scottish Fire and Rescue Service Strategic Plan for 2016-2019 | 20 mins |
| 9. | Presentation - 'An Introduction to Borders Sport & Leisure Trust' by Ewan Jackson (CEO) and Emily McGowan (Marketing & Business Development Manager). | 30 mins |

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| 10. | Revenue, Capital and SB Local Works. (Pages 15 - 22) Consider update on the progress of the planned programme of revenue and capital works, the work undertaken by the SB Local Squad and the proposed SB Local Small Schemes for the current financial year in the Cheviot area. (Copy attached) | 10 mins |
| 11. | Open Questions. Opportunity for members of the public to raise any issues not included on the agenda. | 10 mins |
| 12. | Community Council Spotlight. Consider updates and matters of interest to Community Councils. (a) Oxnam Road, Jedburgh (b) Skiprunningburn Flood Protection | 10 mins |
| 13. | Any Other Items Previously Circulated. | |
| 14. | Any Other Items which the Chairman Decides are Urgent. | |
| 15. | Date of Next Meeting - Cheviot Area Forum. Wednesday, 16 September 2015 in Jedburgh (Venue to be confirmed) | |

NOTES

1. **Timings given above are only indicative and not intended to inhibit Members' discussions.**
2. **Members are reminded that, if they have a pecuniary or non-pecuniary interest in any item of business coming before the meeting, that interest should be declared prior to commencement of discussion on that item. Such declaration will be recorded in the Minute of the meeting.**

Membership of Forum:-

Scottish Borders Council Members:- Councillors - T. Weatherston, J. Brown, A. J. Nicol, S. Mountford, S. Scott, R. Stewart.

Community Council Members – one representative from each of the following Community Councils:-

Kelso – Mr. J. Bassett

Jedburgh – Mr. J. H. K. Wight (Substitute – Mr. J. Taylor)

Floors, Makerstoun, Nenthorn & Smailholm – Mr J Shanks

Ednam, Stichill & Berry Moss – Mr A Hall

Heiton & Roxburgh – Mr Ian Burton (Substitute - Mr Rory Bell)

Kalewater - Mr E McNulty

Sprouston – Mr Norman Jarvis

Yetholm – Mrs Susan Stewart

Ancrum – Mr David Ogilvie

Crailing, Eckford & Nisbet – Mrs Caroline Cook

Jed Valley – Mr P Bridgewood

Lanton – Mr Norman Govan

Maxton & Mertoun – Mr Andrew Leitch

Oxnam – Ms Linda Johnston

St. Boswells – Mr Allan Drummond

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SCOTTISH BORDERS COUNCIL
CHEVIOT AREA FORUM

MINUTE of the MEETING of the
CHEVIOT AREA FORUM held in the
Tait Hall, Kelso on Wednesday, 1 April
2015 at 6.30 p.m.

- Present:- Councillors T. Weatherston (Chairman), J. Brown, , A. Nicol, S. Scott, R. Stewart.
Community Councillors J. Taylor, D. Herriot, A. Drummond, P. Bridgewood, Trevor Jackson, D. Weatherston, D. Ogilvie.
Mr Scott Forbes, Station Manager (Scottish Fire and Rescue Service), Mr Eric Baijal, Director of Public Health (NHS Borders).
- Apologies:- Councillor S. Mountford, Community Councillors J. Bassett, K. Steel, A. Hall, S. Stewart, H. White, L. Johnston, E. McNulty, J. Shanks, N. Jarvis, J. Freshwater
- In Attendance:- Area Neighbourhood Manager (A. Finnie), Assistant Engineer - Network (Gary Haldane), Democratic Services Officer (Mrs F Henderson),
- Members of the Public:- 4

MINUTE

1. There had been circulated copies of the Minute of Meeting of the Cheviot Area Forum of 4 February 2015.

DECISION

AGREED to approve the Minute.

AN INTRODUCTION TO BORDERS SPORT AND LEISURE TRUST

2. The Area Forum were advised that the item had been withdrawn from the Agenda for consideration at a future date.

DECISION

NOTED.

ORDER OF BUSINESS

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

LOCALITIES IN THE SCOTTISH BORDERS – A CO-ORDINATED APPROACH FOR LOCAL IMPROVEMENT (PILOTING IN CHEVIOT AREA)

4. The Depute Chief Executive – People and Sarah Watters - Corporate Performance and Information Manager were present at the meeting and explained that in terms of the approach to Localities in the Scottish Borders a co-ordinated approach for local improvement, it was explained that the approach would ensure long term sustainability of services and communities, and that a coordinated, intelligence-led, problem solving and participative approach to delivering services and future investment; the Council could not afford to ignore community capacity and local issues that were emerging and just continue to keep delivering what had always been delivered. The Community Empowerment Bill meant that communities would have the right to be involved in service delivery and improvement

and the proposed approach would help the Council fulfil and go beyond the requirements of the Bill, to benefit local areas.

Some SBC services and partners already used the 5 area forum areas for planning and delivery. The Depute Chief Executive – People went onto explain that there was a five step approach.

Step one- the Locality Framework

Officers across the council collected and presented information about the 5 localities:

- Demographic, economic, and social information
- Council assets (including assets for disposal, and capital investment)
- Housing land, industrial land, parks and open spaces, etc
- Services delivered, premises, existing locality teams
- Partner and community information

Advantage- Officers, members and all stakeholders were starting with the same, accurate information, which was consistent for each area.

Step two- the Localities Approach on the ground

Overseen by the Depute Chief Executive - People, a Senior Lead Officer would be identified to co-ordinate and facilitate on the ground. This involved identifying SBC staff across a range of services already operating on a locality basis, pulling them together, and engaging local elected members, key stakeholders and partners in discussions about issues affecting localities (including service delivery issues).

Advantage- work across SBC, partners and the community would be more co-ordinated and could focus on *problem solving* for the local area.

Step three- Engaging the community

The appointed senior lead officer would establish a plan for engaging key stakeholders in discussions about the local area, using the information in the framework as the starting point.

Advantage- SBC and partners would hear directly from the community, who could then influence and be involved in service planning & delivery, improvement initiative/projects and finding solutions to problems.

Step four- Preparation of a Local Action Plan

Based on evidence and discussion about what was required in a locality, a plan was prepared with a limited number of time bound actions.

Advantage- actions were stated, shared and owned across stakeholders

Step five- regular review of actions at Area Forum

Using the functions referred within the SBC Scheme of Administration, area forums could regularly review the local action plan. Community stakeholders and partners would also be encouraged to share plans at Area Forums, to better co-ordinate activity, explore partnership working, and avoid duplication.

Advantages- area forums were a valuable part of local democracy

COMMUNITY RECYCLING CENTRE, KELSO

5. The Waste Manager and Engineering Design Manager were present at the meeting and explained that a high level review of distribution and number of Community Recycling Centres (CRC's) was completed in 2013 and Kelso had been identified as the best location to increase the number households within a 10 mile radius of a CRC i.e. 85% to 95%. The decision to develop a CRC in Kelso within Pinnaclehill Industrial Estate adjacent to Lloyds Rover dealership formed part of the Council's Integrated Waste Management Strategy. The aim was to improve access to recycling facilities; reduce travel distances; provide alternative disposal options for garden waste; reduce waste to landfill; maximise recycling rates and identify Funds to undertake a feasibility study to determine if there was a business case for a CRC in Jedburgh. The estimated Total Scheme Cost (TSC) of the CRC was £860,000 which included design fees, surveys, charges and the construction work.

estimated TSC of upgrading the unoccupied factory unit to form a joint Neighbourhood Depot totalled £324,000, which would allow 3 separate depot buildings in Kelso to be sold off. The materials accepted at the Centre were detailed together with the opening times. It was estimated that the centre would be opened in mid May 2015. The opening of the site was welcomed by all present, although the opening times were considered not to be convenient for everyone, this was acknowledged and a review would take place once the site was up and running.

DECISION NOTED.

FIRE AND RESCUE

6. Mr Scott Forbes, Station Manager and Group Manager Andrew Girritty were present at the meeting. Mr Forbes explained that the purpose of the report circulated was to inform the Cheviot Area Forum on Scottish Fire and Rescue Service activity since the last meeting on 4th February 2015. The report detailed that during the period of the report there had been 1 House Chimney Fire, 3 Occurrences of Fire – Open, 3 occurrences of Special Services resulting in 1 casualty and 25 unwanted Fire Alarm Signals. The report explained that within the Local Fire and Rescue Plan 2014-2017 for the Scottish Borders, 5 priorities had been identified: Reduction of Dwelling Fires; Reduction of Fire Casualties and Fatalities; Reduction of Deliberate Fire Setting (Not including Dwellings); Reduction of Unwanted Fire Alarm Signals; and the Reduction in Road Traffic Collisions. In relation to partnership working, the Scottish Fire and Rescue Service (SFRS), Community Action Team (CAT) within the Scottish Borders core work centred on the on-going delivery of the SFRS Home Fire Safety Visit (HFSV) policy. The team continued to expand its partnership working with the Key agencies including Police Scotland, Health, Social care and Housing in order to focus on members of local communities at High Risk from fire and achieve outcomes in helping to reduce overall numbers of accidental dwelling fires. Fire raising awareness sessions presented by the team to partner agency practitioners had been and continued to be successful in promoting HFSVs and encouraging agencies to make referrals using the SFRS CSET online booking system.

7. Fire prevention and protection activity over recent years had been key to reducing the number of fires, casualties and losses in Scotland thus minimising the economic and social impact of fire on communities. The seasonal community safety calendar provided the catalyst for a number of initiatives and schemes throughout the calendar year. Mr Forbes reported on the ongoing activities within the Cheviot Ward which included Scottish Fire and Rescue Service staff in all local stations providing Home Fire Safety Visits all year round. The visits provided the householder with a home visit, focussing on identifying and reducing the risks of fire in the home. Smoke detectors with a 10-year battery life were provided as part of this free service. Firesharp was an initiative for Primary 6 pupils, providing face-to-face education within local Primary schools on matters of fire risk and prevention. Fire Safety Audits provided a targeted examination of business premises and their relevant documents to ascertain how the premises were being managed regarding fire safety. The enforcement officer also engaged with members of staff to confirm their level of fire safety awareness. Unwanted Fire Signals were being addressed by phased intervention actions which identified premises which were producing 'false alarms', provided guidance on how to reduce a reoccurrence, and could also evoke legislation if occurrences failed to reduce in number. Legislation and enforcement Policy and Procedure for Unwanted Fire Alarm Signals went live on 1st December 2014. The SFRS Safeguarding Policy and Procedure for Protection of Children and Adults at Risk of Harm was implemented in April 2014 to link into adult and child protection. The introduction of the policy had created closer ties with Social Services within Scottish Borders and ensured those people and families which fire crews identified as at risk were brought to the attention of Social Services. This had resulted in joint visits to homes to reduce risk to those occupiers and as a result, eight adults had been referred during the reporting period. The strong partnership with the local Domestic Abuse Advocacy Service and involvement in MARAC (Multi Agency Risk Assessment Conference), put the Fire Service at the forefront of delivering the agenda of outcome six of the Local Fire Plan.

The LALO and Scottish Borders Station Manager for Prevention and Protection were fully involved in all local MARAC processes, attending the monthly conferences and all steering group meetings and would be involved in the inaugural twelve-month CAADA (Co-ordinated Action against Domestic Abuse) assessment. The work had provided the additional advantage of strengthening our partnership with external stakeholders, in particular Police Scotland, Adult and Child protection services and local housing providers. The Spring Thematic Action Plan had been running since early March covering Wildfire/Grassland; Rubbish/Refuse and Derelict Property.

8. A National recruitment campaign was launched in early March for Retained Duty System (RDS) Firefighters, at Identified Stations within the Scottish Borders and Kelso Fire Station was looking to recruit two people. A Local Initiative was run in Partnership with Radio Borders and included acknowledgement to local employers for release of Employees to serve their local community. There had been positive feedback from this Initiative and raised awareness in respect of recruitment. The Local Fire and Rescue Plan for Scottish Borders 2014- 2017 had been approved following its consultation period. The local plan set out the priorities for the Fire and Rescue Service, and work would continue with community planning partners and local communities to make the most efficient use of resources and contribute towards the shared priorities and actions within the community planning partnership and community safety arrangements. The subsequent Ward plan for Cheviot was complete and available to elected members and was available within the Scottish Fire and Rescue Service Web page.

DECISION

NOTED the report.

THE SCOTTISH BORDERS COUNCIL (VARIOUS STREETS, ST BOSWELLS) (TRAFFIC REGULATION) ORDER

9. There had been circulated copies of a report by the Service Director Commercial Services which proposed to amend The Scottish Borders Council (Various Streets, St Boswells) (Traffic Regulation) Order 2012. The report explained that concerns had been raised regarding the use of Hamilton Place/The Croft, St Boswells as a shortcut for traffic entering and leaving the village. Consultation was carried out with residents and a proposal to alleviate the problem by introducing an "Access Only" restriction was proposed. The report further explained that consultation with residents returned data showing that some residents favoured a one-way system, while others strongly opposed this and preferred a permanent closure. The proposed "Access Only" restriction was favoured by some, and critically did not receive opposition. A plan of the proposal was shown in Appendix A to the report and a draft schedule shown in Appendix B to the report. The proposals were advertised to the public from 19 February 2015 to 13 March 2015 and one objection, contained in Appendix C to the report was received. This was based on enforcement capabilities which would be the responsibility of Police Scotland and a preference for the introduction of a one-way operation.

DECISION

AGREED to approve the amendment of The Scottish Borders Council (Various Streets, St Boswells) (Traffic Regulation) Order 2012.

NEIGHBOURHOOD SMALL SCHEMES UPDATE

10. With reference to paragraph 9 of the Minute of 26 November 2014, there were circulated at the meeting updates on the Quality of Life Scheme and Neighbourhood Small Schemes. The Area Neighbourhood Manager advised that the allocated budget (£34,702) for small schemes was available through Neighbourhood Services for the Cheviot Area in 2014/15. The report detailed those schemes which had been approved, completed and due for completing prior to 31 March 2015. The remaining budget of £7,361 was available for Neighbourhood Small Schemes. In addition, a budget of £20,000 was available for Quality of Life schemes in the Cheviot Area Forum Area in 2014/15. It had previously been agreed

that this budget would be split equally between Kelso and District and Jedburgh and District Wards. There remained £8,820 for Kelso and District and £6,790 for Jedburgh and District.

DECISION

(a) NOTED:-

- (i) the update on previously approved Neighbourhood Small Schemes as detailed in Appendix A;**
- (ii) the updates on previously approved Quality of Life Schemes as detailed in Appendix B; and**
- (iii) that authority had been delegated to the Service Director Neighbourhood Services to allocate the remaining funds for the current financial year to Neighbourhood Small Schemes, subject to consultation with and approval by all six members of the Cheviot Area Forum through email.**

- (b) AGREED that clarification be sought from the Chief Financial Officer as to whether remaining budget in the Neighbourhood Small Schemes and Quality of Life Scheme could be carried forward to 2015/16 financial year and report back to a future meeting.**

POLICE FORCE OF SCOTLAND – UPDATE FOR ‘J’ DIVISION

11. There was no representation from Police Scotland and the Clerk read from the report provided to update the Cheviot Area Forum on performance, activities and issues across the Ward for the period up to 31 March 2015. The Ward Plan Priorities for Kelso and District were highlighted as Young drivers; antisocial behaviour; Youth antisocial behaviour and Drugs use. The Ward Plan Priorities for Jedburgh and District were highlighted as Speeding; Rural Theft and Youth antisocial behaviour. It was reported that there had been an increase in recorded crimes in the Kelso & District ward compared to last year with a slight increase in solvency over the same timescale. In terms of the Jedburgh Ward there was a decline in the detection rate for the Jedburgh & District Ward and a substantial decrease in recorded crime. It was highlighted that the figures fluctuated on a daily basis and should only be used as a guide. In relation to the planned priorities for Kelso and District it was reported that work continued on monitoring and engaging with young drivers within the ward area, 17 tickets were issued for various offences including no insurance, speeding and mobile phone offences, 4 of the tickets were issued for vehicle defects. Regular road checks were carried out during the reporting period, a number of road checks were as a direct result of Operation Monarda which was a week long awareness initiative targeting doorstep callers. As the majority of road works had been completed in Kelso town centre, which had included the re-instatement of line markings, the local Community Beat Officer would be carrying out additional patrols, dealing with any parking infringements as necessary. During this reporting period the local CBO PC Howgego had carried out 8 parking patrols in Kelso town centre, warned 8 motorists and issued 4 FPT tickets. In relation to antisocial behaviour 33 street searches were carried out during the reporting period, these were in relation to drugs, alcohol and stolen property searches. Six fixed Penalty Tickets were issued, three breach of the peace and three for urinating in public. Within the reporting period 18 drug stop searches had been carried out with 2 positive searches relating to possession of cannabis and these had been reported to the Procurator Fiscal. The local Community Beat Officer was working within the community to set up a Nominated Neighbour Scheme within the ward area, which would help prevent vulnerable people falling victim to bogus callers and also encourage legitimate callers to maintain best practice. Other significant crimes in Kelso and surrounding area in the last few months included a local male being stopped driving his motor vehicle and found to be a disqualified driver, he was arrested and charged with various offences. Two premises within the Pinnaclehill Industrial Estate, Kelso had been forcibly entered and a

quantity of vehicle keys were stolen along with a laptop computer - Enquiries were ongoing. A large quantity of alcohol was stolen from a local supermarket in February and positive lines of enquiry were ongoing to identify suspects and to link them to similar crimes. On the 9th March a quantity of spirits were stolen from a local supermarket, positive lines of enquiry ongoing which could link this person to a number of other thefts. On the 13th March a local male was stopped near to Inchmyre, Kelso and found in possession of a personal quantity of cannabis and was reported for the offence. A local male was found within his vehicle near Kelso and searched for drugs and found in possession of cannabis and a report had been submitted to the Procurator Fiscal. A member of the public reported a dead Buzzard on the old railway between Kelso and Cornhill, which had been recovered and sent for analysis to check for the cause of death as poisoning was suspected. Business premises in Spylaw Road, Kelso were entered and a number of power tools stolen, including 2 stilh saws, a Huskavana chainsaw and power hammers and Police are appealing for witnesses to this incident.

12. In terms of Jedburgh and District, it was reported that 12 road checks had been carried out in Jedburgh and the surrounding area during the last quarter (Jan-Mar) up to 31 March 2015. A number of advisory warnings were given to motorists and four fixed penalty tickets issued. Rural theft continued to be a problem and advice to farmers and residents in rural areas continued to be circulated advising to take as many safety measures as they could to secure their property. Should anyone require specific advice they could contact their local community officer either by phoning Jedburgh police station or emailing them via the Police Scotland website link. Pro-active visits to itinerant scrap metal dealers continued as well as liaison with a number of partners to ensure premises were run appropriately. Liaison with neighbouring forces continued, including sharing information to assist in tackling rural crimes, particularly in relation to travelling criminals. In terms of Youth anti-social behaviour there were 7 street searches carried out in the ward area. Engagement with those responsible for any youth antisocial behaviour in the ward area continued and the Community Beat Officer and Locality Integration Officer regularly discussed youth issues and working with partners including education pro-actively. The Police had given input to Eckford, Crailing & Nisbet CC and St Boswells CC on the subject of No Cold Calling Zone, which had been favourably received and members were discussing whether to move it forward.

DECISION

NOTED the report.

HEALTH AND SOCIAL CARE – ENGAGEMENT WITH NHS BORDERS

13. Dr Eric Bajail, Director of Public Health, NHS Borders was present at the meeting to update the Area Forum on a number of issues.

Clinical Services review/consultation

It was reported that the Chairman had confirmed the Boards' intention to begin a review of all clinical services with the aim of ensuring the continuation of safe, effective and high quality health services to Borders people. This followed a clinical strategy public consultation throughout the summer months to agree the principles which would guide and underpin any future changes. A statement was issued by the Chairman to address the misinterpretation in the media which was reported as an intention to close community hospitals. A report entitled 'Health in your hands' was presented at the public meeting of the Board in February which announced a review of all NHS Borders in-patient services. This was a focus for how to deliver better services to people in the region and would include full engagement with the public, staff and stakeholders.

Out of Hours Service

14. NHS Borders had been operating a centrally co-ordinated Out of Hours service since January 2014. This 'Business Continuity' model was necessary due to the national shortage of GPs which had led the service to be on the brink of collapse. NHS Borders had one of the

best performing out of hours service in Scotland and were reassured that the performance data and patient satisfaction results showed that working from one site ensured a safe and effective service. The Board had accepted the proposal that the business continuity model of working from a single site should change to be accepted as the core model of service, subject to the completion of the actions proposed and after consideration of any viable refinements that were proposed from additional engagement with Community Councils and NHS Borders Public Reference Group. A total of ten Community Councils responded, and these responses had been analysed and would be taken into consideration in a paper to be presented to the public meeting of the Board on 2 April 2014 in Newstead. The papers had been circulated to all Community Councils.

A&E Waiting Times

15. It was explained that all Health Boards in Scotland were expected to achieve a target of at least 95% of Accident and Emergency (A&E) patients being treated within four hours. NHS Borders aimed to see and treat 98% of people who come into A&E within four hours from arriving in A&E until being admitted to Hospital, discharged home or transferred to another healthcare location. The Scottish Government now published weekly performance figures for the 32 Accident and Emergency Departments across Scotland on their website and NHS Borders update the information on a weekly basis. It was further reported that during week ending 22 March 2015, there was a total of 521 A&E attendances at the BGH. In 39 cases patients waited longer than four hours to be admitted or discharged, 3 patients waited over 8 hours and the longest waiting time was 9 hours and 22 mins. The busiest day of the week was Sunday with 85 attendances and across the week as a whole 46% of patients attending were classified as 'Flow 1' which means that they were presenting with minor injury or illness. NHS Borders continued to experience challenges around bed availability for unscheduled admissions and work was ongoing to improve in this area.

Car Parking at the BGH

16. It was reported that work was almost complete on the new 38 long term car parking spaces located at the front of the hospital adjacent to the helicopter landing pad. A Staff car sharing scheme had been re-launched and there were more than 200 staff registered. An additional shuttle bus was established by First Bus to serve the BGH.

Health & Social Care Integration

17. It was reported that there would be a health and social care partnership for every area in Scotland. The Borders had selected the *body corporate model* where both the Council and the NHS delegated responsibilities to a health and social care partnership through an integrated joint board to provide joined up health and social care and community health services. NHS Borders and SBC went live with their partnership on 1 April 2015, initially this was in the form of an interim Integrated Board which would have some devolved powers from May. Following a public consultation exercise the 'Scheme of Integration' which outlined how the agencies would work together had been submitted to the Scottish Government. The major piece of work was the development of the 'Strategic Commissioning Plan' which was a ten year plan outlining where to go with integration in the Borders and how to get there. The aim was to co-produce the document in partnership with staff, service users, the voluntary sector and other stakeholders, and a series of engagement events would be planned for the forthcoming months.

Podiatry

18. It was reported that NHS Borders had plans in place to develop models of care whereby a range of key services were provided from community hubs since 2010 and Podiatry was one of these services. The model would improve patient care by ensuring equity of access to a full range of specialist podiatry services. In all cases the service would be provided within upgraded facilities and would mean improved physical access for patients. The hub model, when compared with a more geographically dispersed provision, supported better use of clinical resource and an enhanced ability to provide the full range of services available. The Kelso Hub had been operational since 25th March 2015. It was recognised that for some

patients this would mean a longer journey to see their Podiatrist and the Board had been working with the Scottish Health Council and members of the public to ensure all points were taken on board in the detailed planning and communication.

Jedburgh Patients using Community Hospitals

19. It was explained that the larger of the two Hawick Practices opted to resign from providing inpatient medical cover to Hawick Community Hospital. The principle concern cited by Hawick and other GPs related to satisfaction and acceptability of providing inpatient care cover for patients not known to them. NHS Borders worked hard to provide alternative provision of inpatient cover, but ultimately no safer or more cost effective options were available in the short term. The Hawick GPs Practice were approached again and reluctantly agreed to trial for one year only, admitting patients registered with a Hawick GP to inpatient beds in Hawick. Special provision was agreed to cater for patients from Newcastleton. The Hawick GPs had declined a request to supervise inpatient care for patients registered and resident elsewhere including Jedburgh. Agreement was reached with Kelso GPs to provide care for patients at Kelso Community Hospital and registered with a Jedburgh GP. Jedburgh residents with ongoing inpatient care needs could be treated within the Borders General Hospital, the Knoll Community Hospital in Duns or Haylodge Community Hospital in Peebles.

DECISION

NOTED the report.

OPEN QUESTIONS

20. There were no questions from the public.

DECISION

NOTED.

COMMUNITY COUNCIL SPOTLIGHT

21. **Oxnam Road Wall, Jedburgh** – With reference to paragraphs 12 and 13 of the Minute of 4 February 2015, the Area Neighbourhood Manager reported that after consultation with local Ward Members and Officers of the Council's Asset Management section, the carriageway arrangements on the section of Oxnam Road between Blair Avenue and The Boundaries had been reviewed. Following a meeting with Ward Councillors, towards the end of November 2014 a more detailed assessment and design had been carried out. The design, to permanently widen the existing carriageway, had provided a number of issues and Officers had in particular been considering the area around the Boundaries Junction where the road would narrow again after the widened section. As part of this process a mobile camera had been erected to observe traffic movements and interface at the location and the data was being examined by Officers within the Council.
22. It was further reported that the demands of working towards the end of the financial year and in preparing for the early seasonal work in the new year, had meant that staff resources within Asset Management had been very limited and had resulted in any progress on finalising the outcome to be presented to ward members being much reduced. It was hoped however that all information would be available for Senior Officers to view during the middle of April before being brought forward to members towards the end of the month.
23. Councillor Stewart raised concerns that there had been no resolution to the problems experienced on Oxnam Road and the matter had now extended into another financial year. It was requested that the matter be referred to David Richardson, Asset Manager for investigation.

DECISION

NOTED the report and agreed that the matter be referred to the Asset Manager for investigation.

24. **Skiprunning Burn, Jedburgh** – With reference to paragraph 14 of the Minute of 4 February 2015, the Area Neighbourhood Manager advised that following the previous update, the scheme had been confirmed by Council on 19 February and final notification had been issued. The Scheme remained on programme with works due to commence summer 2015. Phase 1A work to improve the drainage channel on the Canongate had been completed and work to extend the planters commenced on 2 March and was due to be completed by the end of the month.

**DECISION
NOTED.**

25. The Community Councils enquired as to what Quality of Life Money could be used for and were advised that Community Councils could put forward ideas for projects for Quality of Life Funding.

**DECISION
NOTED.**

26. Concerns were raised on behalf of the A68 Action Group and an update requested from Amey at a future meeting of the Cheviot Area Forum.

**DECISION
AGREED that Amey be requested to provide an update for the Cheviot Area Forum.**

27. Concern was raised with regard to potholes within Sprouston Village. Mr Finnie advised that if an e-mail was sent about required repairs, they could be added to the pothole programme which was ongoing.

**DECISION
NOTED.**

URGENT BUSINESS

28. 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.

DISABLED PERSONS PARKING PLACES – TRAFFIC REGULATION ORDER

29. There were circulated at the meeting copies of a report by the Service Director Commercial Services which proposed to introduce enforceable disabled parking bays within the Cheviot area to be included in the Scottish Borders Council (Disabled Persons Parking Places) Order 2015. The report explained that the Disabled Persons Parking Places (Scotland) Act 2009 imposed a duty on Local Authorities to provide advisory on-street parking places for disabled persons. The report proposed to include those bays lying within the Cheviot area in a region-wide Traffic Regulation Order to make the existing bays enforceable. The proposed Traffic Regulation Order (TRO) covered the whole of the Scottish Borders Council Area and the Area Forum was asked only to approve disabled bays within its own area. It was further explained that since the TRO was prepared and advertised, a number of disabled bays were not required and had been brought to the Councils attention for removal and would not be included in the final TRO and were shown as struck off in the draft schedule shown in Appendix A to the report. The proposals were advertised to the public between 29/01/2015 and 02/03/2015 and five objections were received for the disabled bay at Landene, Ancrum. These objections were included in Appendix B to the report and were on the grounds that the resident no longer fitted the criteria to receive a blue badge. The information provided had been confirmed on the blue badge database and the bay had been removed and would not appear in the TRO.

30. In response to questions, it was further explained that there was no policy at present and the guidance stated that 1 in 25 parking bays should be for Disabled Drivers. The Bays referred to in the report were within residential areas as opposed to on-street parking.

DECISION

AGREED to approve the inclusion of disabled parking places in the Cheviot Area as detailed in Appendix A (as amended by removals) in The Scottish Borders Council (Disabled Persons Parking Places) Order 2015.

DATE OF NEXT MEETING

31. The Chairman confirmed that the next meeting of the Cheviot Area Forum was scheduled for Wednesday, 16 September 2015 in Jedburgh.

DECISION

NOTED the date of the next meeting of the Cheviot Area Forum and that the venue was to be confirmed.

The meeting concluded at 8.30 p.m.



"Keeping People Safe"



**Cheviot Area Forum 3rd June 2015
Scottish Fire and Rescue Service Report.**

(Station Manager Scott Forbes)

Purpose of the Report

The purpose of this report is to inform the Cheviot Area Forum on Scottish Fire and Rescue Service activity since the last forum meeting on 1st April 2015 in the High School Kelso.

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

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

Response & Resilience activity in the Cheviot Area

| Incident type | Occurrences | Detail | Casualties |
|-----------------------------|-------------|---|------------|
| Fire- House | 7 | House Alight x 2, Building Alight x 3, Chimney Fire x 2 | |
| Fire- Open | 6 | Secondary Fires various | |
| Special Service | 1 | R.T.C | 1 |
| Unwanted Fire Alarm Signals | 14 | Non Deliberate | |

Partnership Working

The Scottish Fire and Rescue Service (SFRS), Community Action Team (CAT) within the Scottish Borders core work centres on the on-going delivery of the SFRS Home Fire Safety Visit (HFSV) policy. The team continues to expand its partnership working with key the Key agencies including Police Scotland, Health, Social care and Housing in order to focus on members of local communities at High Risk from fire and achieve outcomes in helping to reduce overall numbers of accidental dwelling fires. Fire raising awareness sessions presented by the team to partner agency practitioners have been and continue to be successful in promoting HFSVs and encouraging agencies to make referrals using the SFRS CSET online booking system.

Prevention and Protection

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

Activity, which is ongoing now within the Cheviot Ward area;

- Scottish Fire and Rescue Service staffs in all our local stations provide Home Fire Safety Visits all year round. The visits provide the householder with a home visit, focussing on identifying and reducing the risks of fire in the home. Smoke detectors with a 10-year battery life are provided as part of this free service.
- Firesharp is an initiative for Primary 6 pupils, providing face-to-face education within our local Primary schools on matters of fire risk and prevention.
- Fire Safety Audits provide a targeted examination of a business premises and their relevant documents to ascertain how the premises are being managed regarding fire safety. The enforcement officer also engages with members of staff to confirm their level of fire safety awareness.
- Unwanted Fire Signals are being addressed by our phased intervention actions which identifies premises which are producing 'false alarms', provides guidance on how to reduce a reoccurrence, and can also evoke legislation if occurrences fail to reduce in number. Legislation and enforcement Policy and Procedure for Unwanted Fire Alarm Signals goes live on 1st December 2014.
- From the 1st April 2014 the SFRS Safeguarding Policy and Procedure for Protection of Children and Adults at Risk of Harm was implemented to link into adult and child protection. The introduction of this policy has created closer ties with Social Services within Scottish Borders and ensures those people and families that fire crews identify as at risk are brought to the attention of Social Services. This has resulted in joint visits to homes to reduce risk to those occupiers. This period has resulted in eight adults being referred.

- Road Safety Scottish Borders Community Action Team (CAT) have been delivering road safety awareness to secondary schools throughout the Scottish Borders with the support of the local Whole time personnel from Galashiels and Hawick.
- With our strong partnership with the local Domestic Abuse Advocacy Service and involvement in MARAC (Multi Agency Risk Assessment Conference), puts us at the forefront of delivering the agenda of outcome six of the Local Fire Plan. The LALO and Scottish Borders Station Manager for Prevention and Protection are fully involved in all local MARAC processes, attending the monthly conferences and all steering group meetings. We will also be involved the inaugural twelve-month CAADA (Co-ordinated Action against Domestic Abuse) assessment. This work has provided the additional advantage of strengthening our partnership with external stakeholders, in particular Police Scotland, Adult and Child protection services and local housing providers.

The Spring Thematic Action Plan has just been completed with the following areas of safety and awareness to the general public being delivered by respective RDS stations within Cheviot.

- Wildfire/Grassland
- Rubbish/Refuse
- Derelict Property

We now move into June and the start of our Summer Thematic Action Plan which runs through to the end of August and covers the following areas,

- Fire related anti-social behaviour
- Holiday Safety
- Countryside and Outdoor Safety

We have worked closely with all our partners in the Scottish Borders Council Safer Communities Team as well as the four registered social landlords to promote these issues. Detailed festive fire safety information was provided for the council website and home fire safety public information articles were published in both Elder Voice and Scottish Borders Connect. The LALO is delivering a second series of fire safety awareness presentations to housing officers of the aforementioned landlords to re invigorate the home fire safety visit referral process in order to continue improving partnership working, with particular focus on the elderly and more vulnerable tenants. The primary aims of this partnership activity are to help ensure the safety and welfare of vulnerable persons throughout the community, and to seek to reduce the overall numbers of accidental dwelling fires, fire casualties and fire fatalities in homes.

Retained Duty system

National recruitment campaign launched in early May for RDS Firefighters, at Identified Stations within the Scottish Borders. Jedburgh is one of these stations where we are looking to recruit two people.

Local Initiative was run in Partnership with Radio Borders that included acknowledgement to local employers for release of Employees to serve their local community. There has been positive feedback from this Initiative and raised a lot of awareness in respect of recruitment.

Local Fire and Rescue Plan

The Local Fire and Rescue Plan for Scottish Borders 2014- 2017 have been approved following its consultation period. The local plan sets out the priorities for the Fire and Rescue Service, and we will continue to work with our community planning partners and local communities to make the most efficient use of resources and contribute towards the shared priorities and actions within the community planning partnership and community safety arrangements. The subsequent Ward plan for Cheviot is now complete and available to elected members and is available within the Scottish Fire and Rescue Service Web page.

Strategic Plan 2016-2019

The engagement and consultation process regarding stakeholders being consulted in respect of Fire and Rescue Service Strategic plan for 2016-2019 is now underway with a timescale of the end of June for this consultation process. Respective managers from within the service who attend the respective forums will deliver a short power point presentation on this process during the month of June.

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NEIGHBOURHOOD SMALL SCHEMES AND QUALITY OF LIFE

Report by Service Director Neighbourhood Services

CHEVIOT AREA FORUM

3 JUNE 2015

1 PURPOSE AND SUMMARY

- 1.1 **This report seeks approval for the proposed new Neighbourhood Small Schemes from the Area Forum and updates the Forum on previously approved Small Schemes and Quality of Life Schemes.**
- 1.2 The following Neighbourhood Small Schemes have been requested for consideration by the Cheviot members: - install additional bench & concrete bases at Junction Headrig/ A68, Jedburgh; supply & install one seat & two picnic benches within St. Boswells Village.

2 RECOMMENDATIONS

- 2.1 **I recommend that the Cheviot Forum:**
- (a) **approves the following new Neighbourhood Small Schemes for implementation:-**
 - i) **Install additional bench & concrete bases at Junction Headrig/ A68, Jedburgh. £450**
 - ii) **Supply & install one seat and two picnic benches within St. Boswells Village £650**
 - (b) **notes the updates on previously approved Neighbourhood Small schemes as detailed in Appendix A to this report.**
 - (c) **notes the updates on previously approved Quality of Life Schemes as detailed in Appendix B to this report.**

3 BACKGROUND

- 3.1 Elected Members, Community Councils and the public can request potential Neighbourhood or Quality of Life schemes or work to be undertaken by the Neighbourhood squads by contacting the Neighbourhood Area Manager direct. Neighbourhood Operations is contactable via the new Scottish Borders Council telephone number 0300 100 1800, e-mail address – enquiries@scotborders.gov.uk or by writing to Neighbourhood Services, Council Headquarters, Newtown St. Boswells, Melrose TD6 0SA.

The following schemes have been requested for consideration via these routes to enhance the Cheviot Area:-

- (a) Install an additional bench and provide two slabbed bases at Junction Headrig/A68, Jedburgh (£450). This request was received from a local Ward Councillor.
 - (b) Supply and install onto paving slab bases, one seat and two picnic benches within St. Boswells Village (£650). This request was received from a local Ward Councillor.
- 3.2 Works will be scheduled to meet specific area needs, local timetable and to maximise the overall efficiency of the works programme.
- 3.3 Updates on previously approved Neighbourhood Small Schemes as detailed in Appendix A to this report.
- 3.4 Updates on previously approved Quality of Life Schemes as detailed in Appendix B to this report.

4 IMPLICATIONS

4.1 Financial

- (a) A budget of £34,702 is available through Neighbourhood Services for small schemes in the Cheviot Area in 2015/16. If the above scheme is approved, then there will be a remaining budget of £31,652 for future schemes.

Appendix A list up-dates on previously approved Neighbourhood Small Schemes.

- (b) In addition, a budget of £20,000 is available for Quality of Life schemes in the Cheviot Area in 2015/16. It has been agreed previously that this budget will be split equally between the Kelso & District and Jedburgh & District Wards. There is a remaining budget of £9,000 in Kelso & District Ward and £10,000 in Jedburgh & District Ward for future schemes.

Appendix B list up-dates on previously approved Quality of Life Schemes.

4.2 Risk and Mitigations

If the budgets are not spent, the local area will not benefit from improvement works being carried out.

4.3 Equalities

The proposals within this report will not have an adverse impact on any of the equality groups - race, disability, age, sexual orientation or religion/belief.

4.4 Acting Sustainably

It is anticipated that there will be a variety of economic, social or environmental benefits arising from the proposed schemes in para 2.1.

4.5 Carbon Management

There are no significant effects anticipated on carbon emissions to the Council by doing or not doing what is proposed.

4.6 Rural Proofing

This report does not relate to new or amended policy or strategy and as a result rural proofing is not an applicable consideration.

4.7 Changes to Scheme of Administration or Scheme of Delegation

There are no changes to either the Scheme of Administration or the Scheme of Delegation

5 CONSULTATION

- 5.1 The Chief Financial Officer, the Monitoring Officer, the Chief Legal Officer, the Service Director Strategy & Policy, the Chief Officer Audit and Risk, the Chief Officer Human Resources and the Clerk to the Council have been consulted and any comments received have been incorporated in the final report.

Approved by

Service Director Neighbourhood Services

Signature

Author(s)

| Name | Designation and Contact Number |
|-----------------|---|
| Alistair Finnie | Neighbourhood Area Manager (Cheviot) 01835 824000 Ext 6535 |

Background Papers: None

Previous Minute Reference: None

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

Contact us at Jacqueline Whitelaw, Place, Scottish Borders Council, Council Headquarters, Newtown St Boswells, Melrose, TD6 0SA, Tel 01835 825431, Fax 01835 825071, email eittranslationrequest@scotborders.gov.uk.

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