

# Public Document Pack



## EXECUTIVE COMMITTEE TUESDAY, 16 FEBRUARY, 2016

A MEETING of the EXECUTIVE COMMITTEE will be held in the COUNCIL CHAMBER, COUNCIL HEADQUARTERS, NEWTOWN ST BOSWELLS, TD6 0SA on TUESDAY, 16 FEBRUARY 2016 at 10.00 am

J. J. WILKINSON,  
Clerk to the Council,

9 February 2016

<b>BUSINESS</b>		
1.	<b>Apologies for Absence</b>	
2.	<b>Order of Business</b>	
3.	<b>Declarations of Interest</b>	
4.	<b>Minute (Pages 1 - 8)</b>  Minute of meeting of 2 February 2016 to be approved and signed by the Chairman. (Copy attached.)	2 mins
5.	<b>Quarterly Corporate Performance Report (Quarter 3, 2015/16) (Pages 9 - 64)</b>  Consider report by Chief Executive presenting a summary of quarterly performance information for Members. (Copy attached.)	35 mins
6.	<b>Monitoring of the General Fund Revenue Budget 2015/16 (Pages 65 - 112)</b>  Consider report by Chief Financial Officer providing budgetary control statements for the Council's General Fund. (Copy attached.)	5 mins
7.	<b>Projected Balances to 31 March 2016 (Pages 113 - 126)</b>  Consider report by Chief Financial Officer providing an analysis of the Council's balances as at 31 March 2015. (Copy attached.)	5 mins
8.	<b>Monitoring of the Capital Financial Plan 2015/16 (Pages 127 - 160)</b>  Consider report by Chief Financial Officer on the progress of the 2015/16 Capital Financial Plan and seeking approval for projected outturns and associated virements, and the reallocation of funds. (Copy attached.)	15 mins

9.	<p><b>SBC Community Grant Scheme - Year End Position 2015/16</b> (Pages 161 - 168)</p> <p>Consider report by Chief Executive on the estimated year end balances in the Community Grant Scheme for 2015/16. (Copy attached)</p>	5 mins
10.	<p><b>Progress Report on Securing and Spend of Development Contributions</b> (Pages 169 - 180)</p> <p>Consider report by Service Director Regulatory Services on the collection and spend of Development Contributions since the Executive meeting on 21 October 2014. (Copy attached.)</p>	10 mins
11.	<p><b>Update on Flood Damage and Bellwin Scheme Intervention</b> (Pages 181 - 188)</p> <p>Consider report by Chief Financial Officer and Depute Chief Executive – Place providing an update on the extent of damage caused by recent winter storms and the measures being taken and required to rectify this damage in a timely fashion that fits with the Government’s Bellwin Scheme. (Copy attached.)</p>	10 mins
12.	<b>Any Other Items Previously Circulated</b>	
13.	<b>Any Other Items which the Chairman Decides are Urgent</b>	
14.	<p><b>Private Business</b></p> <p>Before proceeding with the private business, the following motion should be approved:-  “That under Section 50A(4) of the Local Government (Scotland) Act 1973 the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the relevant paragraphs of Part 1 of Schedule 7A to the aforementioned Act.”</p>	
15.	<p><b>Minute</b> (Pages 189 - 190)</p> <p>Private Minute of Meeting of 2 February 2016 to be approved and signed by the Chairman. (Copy attached.)</p>	2 mins
16.	<p><b>Request for Road Works to be included in the Council's Capital Financial Plan 2016-2017</b> (Pages 191 - 194)</p> <p>Consider report by Service Director Regulatory Services seeking approval for the inclusion in the Council’s Capital Financial Plan 2016-2017 of the roadworks associated with the completion of the roads at Cransfield Drive, Ashkirk to an adoptable standard. (Copy attached.)</p>	10 mins

## 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.

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**Membership of Committee:-** Councillors D. Parker (Chairman), S. Aitchison, S. Bell, C. Bhatia, J. Brown, M. J. Cook, V. M. Davidson, G. Edgar, J. G. Mitchell, D. Moffat, D. Paterson, F. Renton and R. Smith

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**SCOTTISH BORDERS COUNCIL  
EXECUTIVE COMMITTEE**

MINUTE of Meeting of the EXECUTIVE COMMITTEE held in the Council Chamber, Council Headquarters, Newtown St Boswells, TD6 0SA on Tuesday, 2 February, 2016 at 12.30 pm

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Present:- Councillors S Aitchison (Chairman – Education Business), S Bell (Chairman – Economic Development Business)(from para 2.2 ), D Parker, (Chairman – Other Business), C Bhatia, J Brown, M J Cook, V Davidson, G Edgar, J Mitchell, D Moffat, D Paterson, R Smith.

Also Present:- Councillors I Gillespie, S Mountford, A Nicol, B White.

Apologies:- Councillor F Renton

In Attendance:- Chief Financial Officer, Service Director Children & Young People, Chief Officer Economic Development, Corporate Transformation and Services Director, Clerk to the Council, Democratic Services Officer (F. Walling).

**EDUCATION BUSINESS**

Present:- Mrs J Aitchison, Ms A Ferahi, Mr D Moore, Mr J Walsh.

Apologies:- Mr G Donald, Mr G Jarvie, Miss E Page.

**CHAIRMAN**

Councillor Aitchison chaired the meeting for consideration of the Education Business. He welcomed Mrs Aitchison, Ms Ferahi, Mr Moore and Mr Walsh to this section of the Executive meeting and passed on apologies on behalf of Mr Donald, Mr Jarvie and Miss Page.

**1. SCHOOL ESTATE - PRE-CONSULTATION AND REVIEW**

- 1.1 With reference to paragraph 6 of the Minute of 20 January 2015, there had been circulated copies of a report by the Service Director Children and Young People providing an update on the proposed review of the school estate and seeking agreement to the content of the proposed pre-consultation with communities across the Scottish Borders. The report referred to the principles agreed by the Executive Committee (Education) which would guide a review of the school estate. The pre-consultation would seek to engage with all stakeholders to gather information and views regarding the quality and issues within the current school estate provision. The consultation would also seek views as to what the Council's future school estates provision should aspire to look like. The Council would analyse the feedback and information gathered from the pre-consultation and consider both the information from the public and the Council's own data in analysing the existing school estate. This information would then be used to identify a way forward as to how the school estate would be improved. The report further explained that Scottish Borders Council had produced a Small Schools Policy in 2007 which was attached as an Appendix. The Policy had been produced prior to the Schools (Consultation) (Scotland) Act 2010 and had never been fully implemented, nor had it ever been formally revoked or withdrawn. In light of the change in the statutory framework together with the introduction of the Curriculum for Excellence, this Policy was no longer considered to be relevant or compliant with the 2010 Act. It was therefore recommended that it should now, for the avoidance of confusion, be formally withdrawn.

- 1.2 The Service Director Children and Young People gave Members further information about the pre-consultation and review process by way of a powerpoint presentation. She stressed that the proposed pre-consultation would be carried out on an informal basis by engaging with communities, gathering information and sharing ideas before any formal process under the Schools (Consultation) (Scotland) Act 2010 was undertaken. The aim was to achieve a full, fair and rigorous consultation providing high quality and accurate information and documentation whilst ensuring high standards of transparency. There would be no pre-conceived ideas. The review would identify and consider a full range of possible options such as: status quo; catchment reviews; new build requirements; merger proposals; school closure and re-location of catchment; school re-design within a catchment area e.g. 2 – 18 years, 2- 8 years or 8-18 years campus; and any alternative proposals which may be presented during consultation. The pre-consultation would give the opportunity for all stakeholders to give feedback and there would be open pre-consultation events held in each of the 9 secondary schools in March 2016. There was also an imminent meeting with Parent Council representatives which could also result in further suggestions for engagement. The Service Director answered Members' questions which were in particular about the wording and content of the information provided as a basis for the pre-consultation, managing expectations and concerns, and catchment areas. The most important factor for consideration was the education of children and the best experience that could be achieved for them, and any future proposals would be based primarily on that. She gave assurance that the new build projects which were currently in the final stages of procurement would have sufficient flexibility to be able to take into account the conclusions of the review. In response to questions about placing requests and whether the Council could intervene at an early stage, where placing requests were having significant effects on school roles, she advised that Headteachers had the responsibility to promote their own schools and approach parents of prospective pupils in the catchment area on a one to one basis. Ultimately, however, the Council had a duty to respond to parents' placement requests. In conclusion Members were advised that the findings of the pre-consultation would be reported to Council on 19 May 2016 with a further report on proposals for the school estate being presented in August 2016.

**DECISION  
AGREED:-**

- (a) to the proposed pre-consultation on the school estate across the school communities of the Scottish Borders;**
- (b) that the outcome of the consultation be reported back to full Council on 19 May 2016;**
- (c) that the consultation include a consideration of key themes within the previously agreed principles of 'maximising educational opportunities', 'improving individual outcomes', 'sustainability', 'affordability', 'delivery of statutory educational duties', and 'future proof' within the School Estate Strategy;**
- (d) that the Service Director Children and Young People make a final check on the wording and language of the information in the paperwork going out as part of the consultation;**
- (e) that, following the pre-consultation and full Council's consideration of its outcomes, the Service Director Children and Young People prepare a set of school estate proposals to be brought back for consideration by Council in August 2016; and**
- (f) that Scottish Borders Council's Small Schools Policy, produced prior to the Schools Consultation Act 2010, be formally withdrawn.**

## **MEMBERS**

Councillor Bell joined the meeting during the above item of business. Councillor Aitchison left the meeting after the above item and re-joined at the beginning of the Economic Development business.

## **OTHER BUSINESS**

### **CHAIRMAN**

Councillor Parker took the Chair.

### **2. MINUTE**

The Minute of meeting of the Executive Committee of 19 January 2016 had been circulated.

### **DECISION**

**APPROVED for signature by the Chairman.**

### **3. SCOTTISH LANDFILL COMMUNITIES FUND**

There had been circulated copies of a report by the Chief Executive providing an overview of the Scottish Landfill Communities Fund (SLCF) and seeking agreement for the Council's provisional involvement in the scheme for 2015/16 and 2016/17. It was explained that SLCF was a tax credit scheme, linked to Scottish Landfill Tax, which encouraged Landfill Operators to voluntarily participate in providing funding to facilitate community and environmental projects in areas affected by landfill activity. The SLCF replaced the UK scheme in Scotland on 1 April 2015. SEPA was the Regulator of the Scottish scheme and BCCF Environmental was the Approved Body registered to receive funding generated by the scheme. The Council had actively and successfully participated in the UK scheme since 1999 and it was recommended that the Council continued to facilitate a landfill community fund through participation in the new SLCF scheme. As with the previous UK scheme, 90% of the SLCF budget would be funded from the Council's Scottish Landfill Tax liability with the additional 10% funded by the Waste Services budget as normal. The Council would continue to bear this 10% cost provisionally for 2015/16 and 2016/17 and would forego the need for projects to identify a Contributing Third Party payment. The report recommended the SLCF process for 2015/16 and 2016/17 only. During 2016/17 the impact of the new scheme would be assessed, particularly in relation to the Council's 10% budget commitment and any potential for the scheme processes to benefit from the use of the SBC Community Enhancement Trust. A key change under SLCF was that, in addition to being eligible to apply for Borders funds projects could apply to any Approved Body on the SEPA register and also apply to more than one Approved Body for the same project. This change may provide additional funds to Borders projects. However it may also result in the Borders generated funds being allocated elsewhere in Scotland.

### **DECISION**

**AGREED to:-**

- (a) participate in the SLCF through its Landfill Tax Liability credits for 2015/16 and 2016/17 (90% of fund);**
- (b) continue to provide the additional 10% of the fund from its Waste Services budget for 2015/16 and 2016/17; and**
- (c) consider a further report in December 2016 recommending the longer term approach to the SLCF from 2017/18 onwards.**

## **ECONOMIC DEVELOPMENT BUSINESS**

Apologies: Mr J Clark, Mr G Henderson

## **CHAIRMAN**

Councillor Bell chaired the meeting for consideration of the Economic Development business. He thanked Members for agreeing to re-schedule the start of the meeting to allow for a very constructive event which had taken place in Hawick that morning to discuss the situation in the town following the closure of Hawick Knitwear and other matters. He also thanked the Corporate Transformation and Services Director and Chief Officer Economic Development for organising the event which was attended by the Scottish Government Minister for Business Energy and Tourism and involved 30 businesses. This was followed by an equally useful meeting at Abbotsford involving the Minister and the Scottish Borders Tourism Partnership.

## **4. ECONOMIC DEVELOPMENT UPDATE**

- 4.1 With reference to paragraph 4 of the Minute of 3 November 2015, there had been circulated copies of a briefing note providing an update on recent Economic Development activities. The Chief Officer Economic Development, Mr Bryan McGrath, referred to the paper and highlighted the main points. Members asked for further information about the 7stanes Community Interest Company (CIC), which would cease trading on 31 March 2016. The Chairman gave assurance that 7stanes remained a powerful brand. He explained that once Leader funding had come to an end the organisation had been unable to generate sufficient funding from other sources to make it viable in the long term. The Company would be wound up in a phased manner with any remaining funds being distributed to other charitable organisations dealing with biking. Future promotion of the 7stanes trails would be managed by Forest Enterprise Scotland (FES) who had the resources and expertise to provide full marketing support to the project. Under the Business section of the update it was reported that Scotland's Employer Recruitment Incentive (SERI) Scheme had been put on hold by the Scottish Government. However the Chairman had been advised that Scottish Government would be re-launching a refined form of the scheme with a sharper focus.
- 4.2 The report that the Scottish Borders was the pilot area for the launch of 'Pub is The Hub' in Scotland was welcomed. The 'Pub is the Hub' organisation had worked with over 500 rural licensees in England and Wales, helping them to diversify their businesses through offering a range of additional services including retail shops, lunch clubs, library services and post offices. The Scottish Government announced a £30,000 grants fund to support publicans' investment in diversification projects, the initial projects being in Etrick and Yarrow, Tweedsmuir and Newcastleton. With regard to the economic impacts (EI) of events during 2015, reported in the update, the Chief Officer Economic Development was asked how these were evaluated and whether any economic disadvantage was taken into account e.g. financial loss suffered by businesses as a consequence of road closures to support an event. Mr McGrath advised that there was some refinement in the way economic impact was measured and that there was an attempt to capture other economic effects in each evaluation.
- 4.3 In further discussion, Members expressed concern about the effect on the Borders economy of the significant delay in initial payments from Scottish Government to farmers under the new Basic Payment Scheme, which had been promised in December 2015. Due to sensitive cash flow issues in the agricultural sector this was having a serious effect, not just on farmers, but on other businesses along the supply chain. In view of the importance of the agricultural industry in the Scottish Borders it was agreed that the Council should support the efforts of the National Farmers Union, in this regard, and express its concern in a letter to the Cabinet Secretary for Rural Affairs, Food and Environment about this unsatisfactory situation. With regard to the new Scottish Borders, East Lothian and Fife Fisheries Local Action Group, which was the decision-making body for European Maritime Fisheries Fund local development applications, it was agreed that a letter be sent from the Leader to the Cabinet Secretary to express concern at the delay in the announcement on the value of funding allocated to Fisheries Local Action Groups in Scotland.

## **DECISION**

- (a) **NOTED the update.**
- (b) **AGREED that letters be sent from the Leader to the Cabinet Secretary for Rural Affairs, Food and Environment to express the Council's concern in relation to:-**
  - (i) **the delay in initial payments to farmers under the Basic Payment Scheme; and**
  - (ii) **the delay in the announcement of the value of funding allocated to Fisheries Local Action Groups.**

### **5. HIGHLIGHTING INNOVATION - MOUNTAIN BIKING**

Referring to the fact that 2016 had been designated Scotland's Year of Innovation, Architecture and Design, the Chairman introduced Graeme McLean, project manager for Developing Mountain Biking in Scotland (DMBinS), who was in attendance to give a short video and presentation on the innovations being developed at the Mountain Bike Centre of Scotland at Glentress. The Centre was spearheaded by a partnership between Scottish Cycling, DMBinS, Edinburgh Napier University, Borders College and Scottish Enterprise. In the video it was explained that Glentress Forest had over 300,000 visitors a year. Nationally it was estimated that mountain biking brought in over £150 million annually to the Scottish economy. The Mountain Bike Centre which was opened in June 2014 had engaged with over 100 businesses and effectively established a centre of open innovation, providing resources and expertise. The Centre provided business support, academic and research support and access to a huge number of consumers at the trail centre. Appropriate support could be given to new businesses in order to get a concept all the way from an idea to a commercialised product. The Centre also worked with established businesses to help them diversify into cycling products. There had been 25 business start-ups and the Centre had hosted 20 events. Examples were given of new businesses launched and the type of support and opportunities provided at the Centre. The Centre worked closely with Edinburgh Napier University and wanted to do more to link businesses with Scottish Universities. There were 14 academic partnerships and 10 research projects currently ongoing. A further goal was to attract international companies to Scotland, to attract inward investment and to use the facilities at Glentress to test and launch new products. Members expressed their interest in the work carried out at the Centre. Questions were asked on specific aspects and there was discussion about how this type of innovative support work for businesses could be replicated in other areas of the Borders. Other questions referred to work being carried out to develop mountain bike trails in Craik Forest and in the Ettrick and Yarrow valleys, the potential development of links with local schools, and the links with the railway. The Chairman thanked Mr McLean for the interesting presentation and for his attendance, and wished the Centre every success in the future.

## **DECISION**

**NOTED the presentation.**

### **6. DIGITAL SCOTLAND SUPERFAST BROADBAND ROLL-OUT UPDATE**

With reference to paragraph 6 of the Council Minute of 26 June 2013, there had been circulated copies of a report by the Corporate Transformation and Services Director providing an update on the progress being made in delivering the Digital Scotland Superfast Broadband (DSSB) programme in the Scottish Borders. The report explained that Scottish Borders Council had contributed strongly to the roll-out of the DSSB programme, providing £8.4m over two years to help extend the roll-out as far as possible in the Scottish Borders. To date, 70 new superfast broadband cabinets had been installed as part of the roll-out, enabling the provision of new services to over 17,500 premises in the Scottish Borders. The roll-out would continue until the end of 2017, aiming to serve

approximately 94% of all the premises in the area. The Scottish Government had also put in place the Community Broadband Scotland (CBS) programme to support those communities and locations where the DSSB roll-out would not reach. However officers were concerned about the limitations of this initiative. Although good progress was being made with the DSSB programme, there was a range of challenging issues still to be addressed in relation to providing superfast broadband services across the Scottish Borders. These issues presented a significant impediment to allowing all communities to access the Broadband services in an equitable way. The DSSB programme would cover less than 94% of premises in the Borders, which meant around 6% of premises, mainly in remoter rural areas, would not be covered by Superfast Broadband and may only have access to slower broadband services, or have no broadband access at all. There was a need for a national solution to this issue, for a programme to cover the remaining 5-6% of premises in the Scottish Borders and other areas of rural Scotland. It was proposed to raise these issues with the Scottish Government when the South of Scotland Alliance met the Deputy First Minister on 8 February 2016. In discussing the report Members raised serious concerns about the unsatisfactory situation of the apparent two levels of Broadband provision which was unacceptable to outlying areas. Attention was also drawn to apparent 'grey' areas where properties were quite proximate due to settlement pattern but which were still not within connection distances to the new superfast broadband cabinets. Members agreed with a suggestion that in remote areas the provision of radio broadband masts could perhaps be considered along with new development and included in the consideration of planning applications. It was also agreed that an updated list was required to indicate, within the DSSB programme, the numbers of premises in the Scottish Borders connected to Superfast Broadband, the number waiting for connection and the number who would not be connected. Members discussed the recommendations of the report. It was agreed the second recommendation should be strengthened but there was a division of opinion about the wording of the first:

#### VOTE

*Councillor Bhatia, seconded by Councillor Cook, moved that the first word of the first recommendation be changed from 'Welcome' to 'Note'.*

*Councillor Brown, seconded by Councillor Moffat, moved as an amendment that the wording of the first recommendation be unchanged.*

*On a show of hands Members voted as followed:-*

*Motion            5 votes  
Amendment    2 votes*

*The motion was accordingly carried.*

#### **DECISION**

- (a) DECIDED to note the progress made on delivering the Digital Scotland Superfast Broadband programme;**
- (b) AGREED to:**
  - (i) express concern at the range of issues affecting delivery of Superfast Broadband in the rural areas of the Scottish Borders;**
  - (ii) request the South of Scotland Alliance to discuss the Superfast Broadband connectivity issues raised in this report with the Deputy First Minister at their meeting on 8 February 2016; and**

(iii) **request an updated list to be circulated to Members indicating, within the DSSB programme, the number of premises in the Scottish Borders that:-**

- (1) were connected to Superfast Broadband;**
- (2) would be connected by the end of the programme; and**
- (3) would not be connected.**

## **MEMBERS**

Councillors Davidson and Edgar left the meeting.

### **7. BORDERS RAILWAY BLUEPRINT - UPDATE**

With reference to paragraph 8 of the Council Minute of 2 April 2015, there had been circulated copies of a report by the Corporate Transformation and Services Director providing an update on progress in delivering the Borders Railway Blueprint and other railway related project activity. The report recognised that the new Borders Railway represented a once in a generation opportunity to provide a step-change sustainable improvement in the Scottish Borders economy, and particularly in the economies and welfare of some of the disadvantaged communities. However, there was no guarantee that such uplift would occur on its own. The Council, along with its Borders Railway Blueprint partners, was therefore implementing a comprehensive programme of activities to promote economic development through strategies for business development, inward investment and tourism, as well as promoting greater accessibility to labour markets and education and training. The programme had been developed to provide the optimal environment, to realise these positive outcomes for the Scottish Borders economy and local communities. An infographic showing overall progress was attached as an Appendix to the report. Details were given of activities taking place under the themes: great locations for working and investing; great communities for living and learning; and great destinations to visit. It was noted that usage of the railway to date was much higher than predicted. Based on these rates a conservative annual projection would be around one million passengers, in comparison with the pre-opening projection of 647,000 passengers per annum. Members welcomed the update report. In response to questions the Director advised that monitoring information on the financial investment being made by the Council and partners in delivering the Blueprint strategy would be reported on a quarterly basis, the first due to be presented in March 2016. He confirmed that the first phase of the Central Borders Business Park would commence during summer 2016. With regard to the higher than predicted use of Tweedbank, Network Rail and ScotRail were aware that the car park had been at capacity on many occasions and were expected to work closely with the Council in looking at options to address this. It was noted that the development of housing land was now a priority area to be addressed, Scottish Government having facilitated a meeting of senior planners from Scottish Borders and Midlothian Councils to discuss the strategic role of the railway in creating a new 'development corridor' for Scotland. This would also be taken forward in discussions through the South East Scotland Strategic Development Planning Authority.

#### **DECISION**

**AGREED to:-**

- (a) welcome the major commitment being shown by the Council and its Borders Railway Blueprint partners towards maximising the economic benefits of the new railway to the Scottish Borders; and**
- (b) request that the Corporate Transformation and Services Director submit further update reports to the Executive Committee on a regular basis to provide monitoring information on the financial investment being made by the Council and Partners in delivering the Blueprint Strategy.**

### **8. PRIVATE BUSINESS**

**ITEMS LIKELY TO BE TAKEN IN PRIVATE  
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 9 of part 1 of schedule 7A to the Act.

9. **MINUTE**

The Committee approved the private Minute of 19 January 2016.

10. **URGENT BUSINESS - MATTER ARISING FROM THE MINUTE.**

The Committee considered a matter arising from the Minute.

*The meeting concluded at 3.10 pm*



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## **Quarterly Corporate Performance Report (Quarter 3, 2015/16)**

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### **Report by Chief Executive**

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### **Executive Committee**

**16 February 2016**

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#### **1 PURPOSE AND SUMMARY**

- 1.1 **This report presents a summary of quarterly performance information for members, with details contained within Appendix 1.**
- 1.2 A summary of the main changes made to performance indicators is provided at Section 4 of this report, followed by a high level summary of performance in Section 5. Appendix 1 provides a more detailed presentation and explanation of each Performance Indicator (PI). Where possible, information that is collected on a *quarterly* basis is presented but this is not possible for all areas of Council business, for example, school attainment. The presentation used in Appendix 1 is consistent with what was presented to Council on 26 June 2014 and to the Executive Committee each quarter thereafter.
- 1.3 All information contained within this report is also made available on the SBC website using the public facing part of SBC's Performance Management software (Covalent). This can be accessed at [http://www.scotborders.gov.uk/info/691/council\\_performance/1353/our\\_performance\\_as\\_a\\_council](http://www.scotborders.gov.uk/info/691/council_performance/1353/our_performance_as_a_council) and by clicking on "Scottish Borders Performs".
- 1.4 Based on feedback from Elected Members, a number of changes will be made to the infographic summaries presented within Appendix 1 for the June 2016 meeting of the Executive Committee, showing clearly the difference between PIs that SBC has direct influence over and those that are provided for context only.

#### **2 RECOMMENDATIONS**

- 2.1 **I recommend that the Executive Committee:**
  - (a) **Notes the changes to performance indicators in Section 4 of this report;**
  - (b) **Acknowledges and notes the performance presented in Section 5 and within Appendix 1 and the action that is being taken within Services to improve or maintain performance;**
  - (c) **Notes that improvements will be made for the next Executive report to enhance public performance reporting.**

### 3 BACKGROUND

- 3.1 SBC approved a Corporate Plan in April 2013. Against a challenging external context, the Plan presented a vision for Scottish Borders Council, underpinned by a set of values and standards and eight priorities. This plan was updated and approved by SBC in October 2015, with an ongoing commitment made to the same values, standards, vision and eight priorities.
- 3.2 In order to ensure that these eight priorities are addressed effectively, a Performance Management Framework (PMF) was also approved, covering the performance reporting arrangements for both the Council and for its work with Community Planning partners. Again, this PMF was update and approved by SBC in October 2015.
- 3.3 Under each of SBC's corporate priorities, a range of performance information is presented within Appendix 1 and presents a mixture of PIs with targets that have been rated either Red, Amber or Green, based on whether or not targets have been achieved, and PIs that are "for information only" and give Elected Members a sense of performance trends and how well SBC is doing in terms of addressing the agreed corporate priorities.

### 4 CHANGES TO PERFORMANCE INDICATORS (PI)

- 4.1 As stated in previous reports, the PIs used by each service area are continuing to evolve, and will be refined to reflect policy and service changes on an ongoing basis. There are only a few minor changes to performance indicators since the Quarter 2 report presented in December 2015. These are outlined below:
  - (a) **Priority 1**- no change to PIs;
  - (b) **Priority 2**- Skills Development Scotland released data on initial School Leaver Destinations in December and this has been included under this priority;
  - (c) **Priority 3**- no change to PIs;
  - (d) **Priority 4**- the PI in relation to Landfill Communities Fund has been removed from this priority. On 2<sup>nd</sup> February 2016, the Executive Committee will receive a report with recommendations for how the new Scottish Landfill Communities Fund is to be allocated and then reported thereafter;

Two PIs have seen minor changes to Q2 2015/16 data (from what was presented in Dec 2015) as follows:

    - National Lottery Fund – Total Awards made up to £10,000- the total has increased from £152,074 to £153,804;
    - The number of people carrying out volunteer work with SBC increased from 453 to 482 due to a late submission from a Council department;
  - (e) **Priority 5**- the % of street lighting faults repaired within 7 days PI has been removed. Performance has remained at over 97% over the last few years and will only be reported by exception;

Number of People Killed or Seriously injured PI- Q3 vetted data will not be available until later in February/early March;
  - (f) **Priority 6** – a new PI has been introduced (Percentage of staff with a registered Vectis card on the Scottish Borders Staff Benefits website) to allow members to see uptake over the next few quarters;

- (g) **Priority 7**- measures for Capital Projects are still being developed to more accurately reflect the different types of projects within the capital plan e.g. construction, infrastructure, ICT etc., as well as reflecting the stage at which various projects are at;

Two PIs in relation to Community Benefits from SBC contracts let have been included. These PIs were introduced in August 2015 and will continue to be presented every 6 months;

- (h) **Priority 8**- no change to PIs.

## **5 CURRENT PERFORMANCE AGAINST THE COUNCIL'S CORPORATE PRIORITIES**

### **5.1 Performance measures – summary of key successes**

- (a) JSA claimant figures continue to show a positive trend, and the number and value of business loans awarded is the highest this year. In addition, occupancy rates in Council-owned industrial and commercial property remain high;
- (b) Average time taken to process planning applications is showing long term improvements for major developments, non-householder and householders;
- (c) Although slightly down on Q2, attendance at both primary and secondary schools are showing very positive long term trends, and exceed the national averages (for 14/15);
- (d) Longer term trends in number of pupils excluded are extremely positive and well below Q3 last year;
- (e) The % of Borders pupils going into a positive destination (95.3%) is now sitting above the national average (of 93.3%), and has improved since 2014;
- (f) SBC's Welfare Benefits Service continues to ensure that people receive the benefits they are entitled to, with monetary gains still ahead of target;
- (g) Reported incidents of Domestic Abuse and Crime rates are both lower than they were this time last year;
- (h) With assistance from SBC, Scottish Borders is benefiting from both small and large National Lottery grants, with a healthy pipeline of future projects coming through;
- (i) Those registered to SBC's emergency messaging service, SB Alert, has seen a large increase in the last quarter, due to increased local promotion and adverse weather;
- (j) During Q3, 478 people volunteered for SBC, working a total of just under 2000 hours (equating to an economic benefit of almost £24k, based on average hourly wages);
- (k) There are currently 29 male and 11 female apprentices within SBC, well above this time last year. Opportunities for further apprentices are explored on an ongoing basis through our workforce planning processes to ensure that performance in this area continues to improve (especially important given that the government will be focusing on apprentices in the future);
- (l) Already, 31% of SBC employees have registered for the "Vectis" staff benefits card;

- (m) 3 SBC properties have been sold in the last quarter (realising £433k), with numerous others going to closing date or subject to expressions of interest;
- (n) 96% of Freedom of Information requests are now dealt with on time, an improvement since Q2 and when compared to the same time last year;
- (o) Average time taken to respond to complaints at Stages 1 and 2 are well below (positive) the targets set, have improved from Q2 and since the same time last year.

## 5.2 **Performance measures- summary of measures below target**

- (a) There were 500 fewer people in work during Q2 this year (one quarter lag in data), compare to Q1. However, Scottish Borders' rate is higher than Scotland and UK;
- (b) There has been a drop in the number of business starts this quarter, compared to Q2 and the same time last year. This performance is reflected across the country (with national year to date figures lower than last year). A number of factors are being cited as the cause for this including the low rates of unemployment, the separation of the New Enterprise Allowance scheme from the Business Gateways and the increase in usage of online resources. An increased focus of resources locally will try and achieve the annual target by end of March;
- (c) There has been little movement in the % of adults with Self Directed Support (SDS) arrangements. An action plan has been established to move current service clients onto the new SDS approach whilst ensuring new clients continue to be added under SDS;
- (d) During October to December, there was an increase in service delays leading to a reduction in the % of people receiving Social Work services within 6 weeks of assessment. Early recognition of this drop in service has been quickly picked up and resolved;
- (e) Children (age 12+) accommodated within a family rather than residential setting continues to be lower than the ambitious target of 80%. Continued action is underway to increase the number of children in family-based placements, including the current foster carer recruitment campaign (in the past year SBC has increased and maintained the number of foster carers from 59 to 65);
- (f) Number and value of Community Grants Scheme (CGS) awards made is down from Q2 and when compared to the same time last year. However, this is being offset by success with Lottery awards, and there is a healthy pipeline of future projects coming through the CGS application process;
- (g) Although SBC electricity and gas *consumption* has fallen when compared to the same time last year, cost increases highlight the need for efforts to continue to increase efficiency across the council to drive down associated energy consumption and costs. Scottish Procurement (part of the Scottish Government) pre-buy electricity and gas on behalf of Scottish local authorities, and the timing and the quantity determines the price SBC pays per unit of raw energy and may not reflect real time changes seen in the domestic marketplace.

- 5.3 The technical report at Appendix 1 provides detail against every PI for both Elected Members and for members of the public. This information can also now be accessed at [http://www.scotborders.gov.uk/info/691/council\\_performance/1353/our\\_performance\\_as\\_a\\_council](http://www.scotborders.gov.uk/info/691/council_performance/1353/our_performance_as_a_council) and then by clicking on "Scottish Borders Performs". Not only does this improve accessibility to performance information, it ensures that Scottish Borders Council responds effectively to recommendations made by Audit Scotland around public performance reporting and helps the Council fulfil its duty more effectively in relation to public performance reporting.

## **6 CHANGES TO PUBLIC PERFORMANCE REPORTING**

- 6.1 At the last Executive Committee, a number of comments were made by members about the way in which "infographics" were used to present performance information.
- 6.2 Whilst members believe that these infographics are useful, and SBC has been commended for its public performance reporting by Audit Scotland, members would like to see a clearer differentiation between performance measures that are interesting from a contextual perspective (for example, employment rate or number of planning applications received) but that SBC has little control over, and performance measures that are within SBC's control (for example in relation to Business Gateway or average time taken to process planning applications).
- 6.3 The Corporate Performance team will work to clarify this for the next Executive Committee quarterly report in June 2016 in order to ensure that public performance reporting is as clear as possible.

## **7 IMPLICATIONS**

### **7.1 Financial**

There are no costs attached to any of the recommendations contained in this report.

### **7.2 Risk and Mitigations**

Effective performance management arrangements will ensure that services are aware of any weaknesses and can take corrective action in a timely manner therefore mitigating any risks more effectively.

### **7.3 Equalities**

- (a) It was recognised within the "Report of the Equalities Review Group" (SBC, 29 May 2014) that more effective performance indicators in relation to equalities need to be developed. A Corporate Equalities Officers Forum, chaired by the Service Director Neighbourhood Services, is working to ensure that the recommendations in the Equalities Review Group report are taken forward.
- (b) The Corporate Equalities Officers Forum has made good progress with reviewing all the performance indicators that sit under the SBC Equalities Outcomes (part of the Equalities Mainstreaming report 2013-17) and are improving performance information to ensure that relevant information is pulled through into performance reports for the Council's Executive Committee. In addition, performance indicators around officer training in Equality Impact Assessment (EIA) processes and around number of EIAs undertaken are now being collected and reported within services, and will be reported to Corporate Management Team in the coming months.

7.4 **Acting Sustainably**

Economic, social and environmental impact of SBC actions can be monitored more effectively if there is effective performance reporting arrangements in place.

7.5 **Carbon Management**

There are no effects on carbon emissions as a result of this report.

7.6 **Rural Proofing**

Not applicable.

7.7 **Changes to Scheme of Administration or Scheme of Delegation**

There are no changes to be made.

**8 CONSULTATION**

8.1 The Chief Financial Officer, the Service Director Regulatory Services as Monitoring Officer, the Chief Legal Officer, the Service Director Strategy and Policy, the Chief Officer Audit and Risk, the Chief Officer HR and the Clerk to the Council have been consulted and their comments have been incorporated into this report.

**Approved by**

**Tracey Logan**  
**Chief Executive**

**Signature .....**

**Author(s)**

Name	Designation and Contact Number
Sarah Watters	Corporate Performance and Information Manager, Tel: 01835 826542

**Background Papers:** Scottish Borders Council Corporate Plan 2012/13-2017/18 & Annex 2: Performance Management Framework

**Previous Minute Reference:** Scottish Borders Council Executive Committee, 1 December 2015

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

Contact Sarah Watters, Scottish Borders Council Headquarters, Newtown St Boswells, Melrose, Tel 01835 826542, [swatters@scotborders.gov.uk](mailto:swatters@scotborders.gov.uk)

# SCOTTISH BORDERS COUNCIL CORPORATE PRIORITIES

## QUARTERLY PUBLIC PERFORMANCE REPORT: Q3 2015/16 (Oct-Dec)

### HOW ARE WE DOING?






In 2013, we published our Corporate Plan, with eight priorities to work towards over a five year period. This report gives you an overview of our progress.

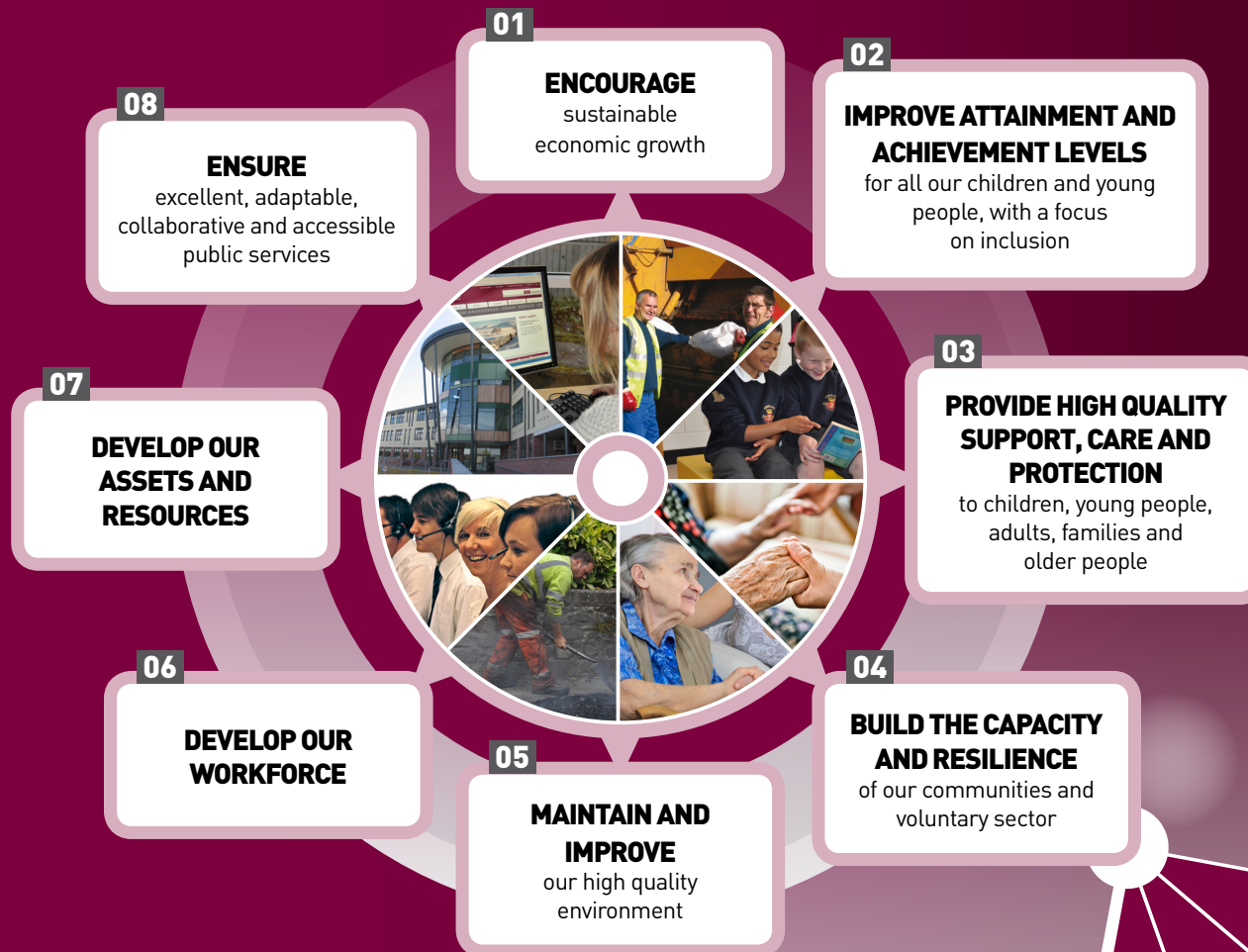
For each priority, a selection of performance information has been presented to let you see how we are doing.

Where possible, quarterly (Q) data has been used, but this is not possible for every area of our work, for example, educational attainment.

Some of the data presented may be subject to minor amendments as end of year figures are compiled for reporting to the Scottish Government.

**KEY:**

-  On target
  -  Just off target
  -  Off target
  -  For information
  -  Position in Scotland
- Q1 - Apr-Jun  
Q2 - Jul-Sep  
Q3 - Oct-Dec  
Q4 - Jan-Mar

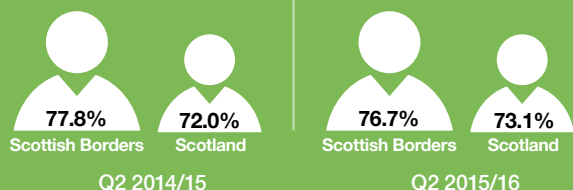


01

# ENCOURAGE SUSTAINABLE ECONOMIC GROWTH

## HOW ARE WE DOING?

### Employment Rate

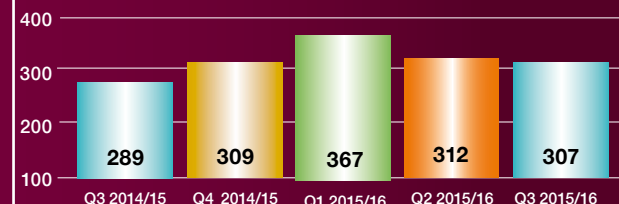


### Businesses Supported

**246** in Q2 2014/15    **226** in Q2 2015/16

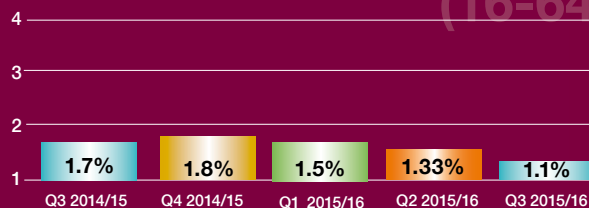


### Number of planning applications received



### Job Seekers Allowance

Working age population (16-64) claiming Job Seekers Allowance



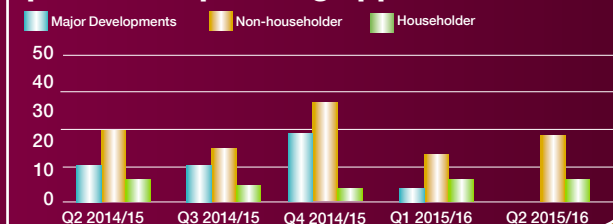
### New Business Start ups

(Business Gateway)



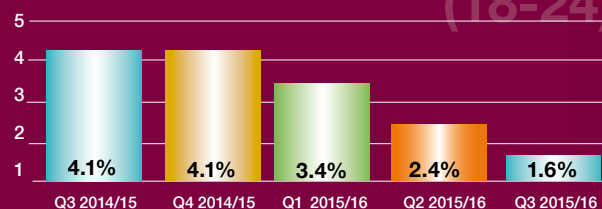
**63** in Q3 2014/15 target 55    **34** in Q3 2015/16 target 60

### Av. Time Taken (in weeks) to process all planning applications



### Job Seekers Allowance

Working age youth population (18-24) claiming Job Seekers Allowance



### Funding for Businesses

Q3 2015/16

Scottish Borders Business Loan Fund = **£57.5k**

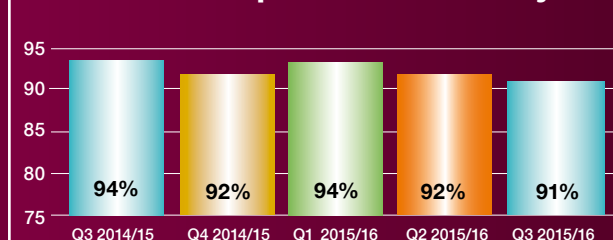
3 loans awarded in Q3

Scottish Borders Business Fund (grants) =

9 grants awarded in Q3 totalling **£29.4k**










### % of invoices paid within 30 days

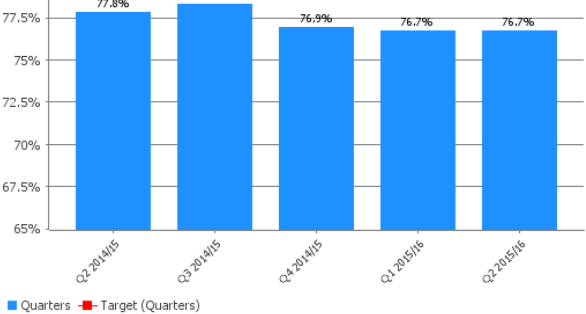


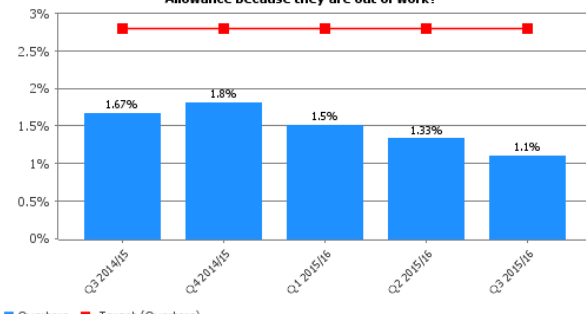






# Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

<b>KEY</b>	 positive long term trend (over last 4 periods)	 negative long term trend (over last 4 periods)	 Little long term change (over last 4 periods)	 on target	 just off target	 off target	 data only
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## Corporate Priority 1: Encourage sustainable economic growth

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																		
What percentage of people aged between 16-64 are in employment?	<p><b>CP01-P05P What percentage of people aged between 16-64 are in employment?</b></p>  <table border="1"> <caption>CP01-P05P Data</caption> <thead> <tr> <th>Quarter</th> <th>Value (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr> <td>Q2 2014/15</td> <td>77.8%</td> <td>78.3%</td> </tr> <tr> <td>Q3 2014/15</td> <td>78.3%</td> <td>78.3%</td> </tr> <tr> <td>Q4 2014/15</td> <td>76.9%</td> <td>78.3%</td> </tr> <tr> <td>Q1 2015/16</td> <td>76.7%</td> <td>78.3%</td> </tr> <tr> <td>Q2 2015/16</td> <td>76.7%</td> <td>78.3%</td> </tr> </tbody> </table>	Quarter	Value (%)	Target (%)	Q2 2014/15	77.8%	78.3%	Q3 2014/15	78.3%	78.3%	Q4 2014/15	76.9%	78.3%	Q1 2015/16	76.7%	78.3%	Q2 2015/16	76.7%	78.3%	76.7%	<p><b>Observations:</b> 55,500 people were in employment in this quarter, which is 500 down on the previous quarter. The overall rate remains higher than Scotland (73.1%) and GB (73.4%).</p> <p>Note: One quarter lag in data.</p>			Bryan McGrath
Quarter	Value (%)	Target (%)																						
Q2 2014/15	77.8%	78.3%																						
Q3 2014/15	78.3%	78.3%																						
Q4 2014/15	76.9%	78.3%																						
Q1 2015/16	76.7%	78.3%																						
Q2 2015/16	76.7%	78.3%																						
What percentage of people aged between 16-64 are claiming Job Seeker's Allowance because they are out of work?	<p><b>CP01-P10P What percentage of people aged between 16-64 are claiming Job Seeker's Allowance because they are out of work?</b></p>  <table border="1"> <caption>CP01-P10P Data</caption> <thead> <tr> <th>Quarter</th> <th>Value (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>1.67%</td> <td>2.8%</td> </tr> <tr> <td>Q4 2014/15</td> <td>1.8%</td> <td>2.8%</td> </tr> <tr> <td>Q1 2015/16</td> <td>1.5%</td> <td>2.8%</td> </tr> <tr> <td>Q2 2015/16</td> <td>1.33%</td> <td>2.8%</td> </tr> <tr> <td>Q3 2015/16</td> <td>1.1%</td> <td>2.8%</td> </tr> </tbody> </table>	Quarter	Value (%)	Target (%)	Q3 2014/15	1.67%	2.8%	Q4 2014/15	1.8%	2.8%	Q1 2015/16	1.5%	2.8%	Q2 2015/16	1.33%	2.8%	Q3 2015/16	1.1%	2.8%	1.1%	<p><b>Observations:</b> The Scottish Borders rate still sits below the Scottish rate of 1.7% and the UK rate of 1.5%.</p>			Bryan McGrath
Quarter	Value (%)	Target (%)																						
Q3 2014/15	1.67%	2.8%																						
Q4 2014/15	1.8%	2.8%																						
Q1 2015/16	1.5%	2.8%																						
Q2 2015/16	1.33%	2.8%																						
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# Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By														
What percentage of people aged between 18-24 are claiming Job Seeker's Allowance because they are out of work?	<p><b>CP01-P11P What percentage of people aged between 18-24 are claiming Job Seeker's Allowance because they are out of work?</b></p> <table border="1"> <caption>Job Seeker's Allowance Claimants (18-24)</caption> <thead> <tr> <th>Quarter</th> <th>Value (%)</th> </tr> </thead> <tbody> <tr> <td>Q2 2014/15</td> <td>4.13%</td> </tr> <tr> <td>Q3 2014/15</td> <td>4.1%</td> </tr> <tr> <td>Q4 2014/15</td> <td>3.43%</td> </tr> <tr> <td>Q1 2015/16</td> <td>2.43%</td> </tr> <tr> <td>Q2 2015/16</td> <td>1.63%</td> </tr> <tr> <td>Target (Quarters)</td> <td>6%</td> </tr> </tbody> </table>	Quarter	Value (%)	Q2 2014/15	4.13%	Q3 2014/15	4.1%	Q4 2014/15	3.43%	Q1 2015/16	2.43%	Q2 2015/16	1.63%	Target (Quarters)	6%	1.63%	<p><b>Observations:</b> The Scottish Borders rate of 1.6% is below both the UK rate of 1.9% and the Scottish rate of 2.0%.</p>			Bryan McGrath
Quarter	Value (%)																			
Q2 2014/15	4.13%																			
Q3 2014/15	4.1%																			
Q4 2014/15	3.43%																			
Q1 2015/16	2.43%																			
Q2 2015/16	1.63%																			
Target (Quarters)	6%																			
How many new businesses has Business Gateway help create? Page 18	<p><b>CP01-P06P How many new businesses has Business Gateway help create?</b></p> <table border="1"> <caption>New Businesses Created by Business Gateway</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>63</td> </tr> <tr> <td>Q4 2014/15</td> <td>81</td> </tr> <tr> <td>Q1 2015/16</td> <td>60</td> </tr> <tr> <td>Q2 2015/16</td> <td>65</td> </tr> <tr> <td>Q3 2015/16</td> <td>34</td> </tr> <tr> <td>Target (Quarters)</td> <td>60</td> </tr> </tbody> </table>	Quarter	Value	Q3 2014/15	63	Q4 2014/15	81	Q1 2015/16	60	Q2 2015/16	65	Q3 2015/16	34	Target (Quarters)	60	34	<p><b>How are we performing:</b> In the quarter to end of December we have recorded 34 starts against a target of 60. This performance is reflected across the country and has been raised nationally as an issue. Across all of Business Gateways we are 2114 starts down on the same period last year, and the Borders does reflect this trend. A number of factors are being cited as the cause for this including the low rates of unemployment, the separation of the New Enterprise Allowance scheme from the Business Gateways and the increase in usage of online resources.</p>			Bryan McGrath
Quarter	Value																			
Q3 2014/15	63																			
Q4 2014/15	81																			
Q1 2015/16	60																			
Q2 2015/16	65																			
Q3 2015/16	34																			
Target (Quarters)	60																			
How many businesses has Business Gateway supported*?	<p><b>CP01-P18P How many businesses has Business Gateway supported*?</b></p> <table border="1"> <caption>Businesses Supported by Business Gateway</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q2 2014/15</td> <td>246</td> </tr> <tr> <td>Q3 2014/15</td> <td>278</td> </tr> <tr> <td>Q4 2014/15</td> <td>294</td> </tr> <tr> <td>Q1 2015/16</td> <td>228</td> </tr> <tr> <td>Q2 2015/16</td> <td>226</td> </tr> <tr> <td>Target (Quarters)</td> <td>226</td> </tr> </tbody> </table>	Quarter	Value	Q2 2014/15	246	Q3 2014/15	278	Q4 2014/15	294	Q1 2015/16	228	Q2 2015/16	226	Target (Quarters)	226	226 (Q2)	<p>*Note: businesses supported- Q3 figures not available due to technical difficulties nationally as Business Gateway moves to a new CRM system</p> <p><b>Actions we are taking to improve/maintain performance:</b> The issue is being addressed nationally and on a local basis we have increased focussed resource to try and achieve the annual target by end of March.</p>			Bryan McGrath
Quarter	Value																			
Q2 2014/15	246																			
Q3 2014/15	278																			
Q4 2014/15	294																			
Q1 2015/16	228																			
Q2 2015/16	226																			
Target (Quarters)	226																			

# Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																		
How many loans to local businesses did we award?	<p><b>CP01-P27P How many loans to local businesses did we award?</b></p> <table border="1"> <caption>Data for CP01-P27P</caption> <thead> <tr> <th>Quarter</th> <th>Loans Awarded</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>3</td> <td>3</td> </tr> <tr> <td>Q4 2014/15</td> <td>2</td> <td>3</td> </tr> <tr> <td>Q1 2015/16</td> <td>2</td> <td>3</td> </tr> <tr> <td>Q2 2015/16</td> <td>0</td> <td>3</td> </tr> <tr> <td>Q3 2015/16</td> <td>3</td> <td>3</td> </tr> </tbody> </table>	Quarter	Loans Awarded	Target	Q3 2014/15	3	3	Q4 2014/15	2	3	Q1 2015/16	2	3	Q2 2015/16	0	3	Q3 2015/16	3	3	3	<p><b>How are we performing:</b>                      During this Quarter, 5 loan applications were submitted. Three loans worth £57,504 were approved. (One application for £10,000 was declined. One application for £20,000 was deferred)</p>	👍	🌍	Bryan McGrath
Quarter	Loans Awarded	Target																						
Q3 2014/15	3	3																						
Q4 2014/15	2	3																						
Q1 2015/16	2	3																						
Q2 2015/16	0	3																						
Q3 2015/16	3	3																						
How much money did those loans add up to?	<p><b>CP01-P28P How much money did those loans add up to?</b></p> <table border="1"> <caption>Data for CP01-P28P</caption> <thead> <tr> <th>Quarter</th> <th>Money Added (£)</th> <th>Target (£)</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>21,602.34</td> <td>57,504.00</td> </tr> <tr> <td>Q4 2014/15</td> <td>30,000.00</td> <td>57,504.00</td> </tr> <tr> <td>Q1 2015/16</td> <td>32,500.00</td> <td>57,504.00</td> </tr> <tr> <td>Q2 2015/16</td> <td>0.00</td> <td>57,504.00</td> </tr> <tr> <td>Q3 2015/16</td> <td>57,504.00</td> <td>57,504.00</td> </tr> </tbody> </table>	Quarter	Money Added (£)	Target (£)	Q3 2014/15	21,602.34	57,504.00	Q4 2014/15	30,000.00	57,504.00	Q1 2015/16	32,500.00	57,504.00	Q2 2015/16	0.00	57,504.00	Q3 2015/16	57,504.00	57,504.00	£57,504.00	<p><b>Actions we are taking to improve/maintain performance:</b>                      Business Gateway advisers continue to promote loans and grants. Assessment of applications by a panel drawn from Finance and Economic Development will continue to provide a robust decision-making process.</p>	👍	🌍	Bryan McGrath
Quarter	Money Added (£)	Target (£)																						
Q3 2014/15	21,602.34	57,504.00																						
Q4 2014/15	30,000.00	57,504.00																						
Q1 2015/16	32,500.00	57,504.00																						
Q2 2015/16	0.00	57,504.00																						
Q3 2015/16	57,504.00	57,504.00																						

# Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																		
How many grants to local businesses did we award?	<p><b>CP01-P29P How many grants to local businesses did we award?</b></p> <table border="1"> <caption>CP01-P29P Data</caption> <thead> <tr> <th>Quarter</th> <th>Grants Awarded</th> <th>Target (Quarters)</th> </tr> </thead> <tbody> <tr> <td>Q3-2014/15</td> <td>23</td> <td>9</td> </tr> <tr> <td>Q4-2014/15</td> <td>6</td> <td>9</td> </tr> <tr> <td>Q1-2015/16</td> <td>10</td> <td>9</td> </tr> <tr> <td>Q2-2015/16</td> <td>8</td> <td>9</td> </tr> <tr> <td>Q3-2015/16</td> <td>9</td> <td>9</td> </tr> </tbody> </table>	Quarter	Grants Awarded	Target (Quarters)	Q3-2014/15	23	9	Q4-2014/15	6	9	Q1-2015/16	10	9	Q2-2015/16	8	9	Q3-2015/16	9	9	9	<p><b>How are we performing:</b>                      Nine grants were awarded out of 14 applications in this Quarter. Although smaller than the corresponding Quarter last year, the amount of grant funding increased on Quarter 2, 2015-16.</p>			Bryan McGrath
Quarter	Grants Awarded	Target (Quarters)																						
Q3-2014/15	23	9																						
Q4-2014/15	6	9																						
Q1-2015/16	10	9																						
Q2-2015/16	8	9																						
Q3-2015/16	9	9																						
How much money did those grants add up to?	<p><b>CP01-P30P How much money did those grants add up to?</b></p> <table border="1"> <caption>CP01-P30P Data</caption> <thead> <tr> <th>Quarter</th> <th>Money Added (£)</th> <th>Target (Quarters)</th> </tr> </thead> <tbody> <tr> <td>Q3-2014/15</td> <td>£55,017.13</td> <td>£29,396.71</td> </tr> <tr> <td>Q4-2014/15</td> <td>£21,584.50</td> <td>£29,396.71</td> </tr> <tr> <td>Q1-2015/16</td> <td>£31,532.50</td> <td>£29,396.71</td> </tr> <tr> <td>Q2-2015/16</td> <td>£23,430.27</td> <td>£29,396.71</td> </tr> <tr> <td>Q3-2015/16</td> <td>£29,396.71</td> <td>£29,396.71</td> </tr> </tbody> </table>	Quarter	Money Added (£)	Target (Quarters)	Q3-2014/15	£55,017.13	£29,396.71	Q4-2014/15	£21,584.50	£29,396.71	Q1-2015/16	£31,532.50	£29,396.71	Q2-2015/16	£23,430.27	£29,396.71	Q3-2015/16	£29,396.71	£29,396.71	£29,396.71	<p><b>Actions we are taking to improve/maintain performance:</b>                      As per loans (above)</p>			Bryan McGrath
Quarter	Money Added (£)	Target (Quarters)																						
Q3-2014/15	£55,017.13	£29,396.71																						
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# Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By												
How many planning applications do we receive?	<p><b>CP01-P52P How many planning applications do we receive?</b></p> <table border="1"> <caption>CP01-P52P Data</caption> <thead> <tr> <th>Quarter</th> <th>Applications</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>289</td> </tr> <tr> <td>Q4 2014/15</td> <td>309</td> </tr> <tr> <td>Q1 2015/16</td> <td>367</td> </tr> <tr> <td>Q2 2015/16</td> <td>312</td> </tr> <tr> <td>Q3 2015/16</td> <td>307</td> </tr> </tbody> </table>	Quarter	Applications	Q3 2014/15	289	Q4 2014/15	309	Q1 2015/16	367	Q2 2015/16	312	Q3 2015/16	307	307	<p><b>Observations:</b> The number of applications received has been broadly in line with the previous quarter at just over 300. Whilst this is a quarter where historically application numbers reduce, the current quarter's figure is healthier than those recorded for this period in the preceding 3 years - 296, 286 and 289 last year.</p> <p>The number of applications outstanding and waiting to be determined at the time end of the quarter fell for the sixth consecutive month and is now 236 lower than the start of the year.</p>			Ian Aikman
Quarter	Applications																	
Q3 2014/15	289																	
Q4 2014/15	309																	
Q1 2015/16	367																	
Q2 2015/16	312																	
Q3 2015/16	307																	
How long in weeks does it take on average to process all planning applications for major developments?	<p><b>CP01-P54aP How long in weeks does it take on average to process all planning applications for major developments?</b></p> <table border="1"> <caption>CP01-P54aP Data</caption> <thead> <tr> <th>Quarter</th> <th>Weeks</th> </tr> </thead> <tbody> <tr> <td>Q2 2014/15</td> <td>12.9</td> </tr> <tr> <td>Q3 2014/15</td> <td>14.4</td> </tr> <tr> <td>Q4 2014/15</td> <td>22.0</td> </tr> <tr> <td>Q1 2015/16</td> <td>5.4</td> </tr> <tr> <td>Q2 2015/16</td> <td>0.0</td> </tr> </tbody> </table>	Quarter	Weeks	Q2 2014/15	12.9	Q3 2014/15	14.4	Q4 2014/15	22.0	Q1 2015/16	5.4	Q2 2015/16	0.0	0	<p><b>How are we performing:</b> There were no major applications determined in the last quarter. However, there has been a significant downward trend in times taken to determine major applications. The figure of 5.4 weeks in Q1 can be read against a Scottish average of 34.2 weeks.</p> <p>Note: One quarter lag in data.</p> <p><b>Actions we are taking to improve/maintain performance:</b> Provisions of the Development Management Improvement Plan such as the greater use of processing agreements, project management approach to determine major applications, better case management and monitoring of applications and the introduction of new processes for concluding legal agreements have all contributed to this improvement in performance.</p>			Ian Aikman
Quarter	Weeks																	
Q2 2014/15	12.9																	
Q3 2014/15	14.4																	
Q4 2014/15	22.0																	
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Q2 2015/16	0.0																	

# Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By												
<p>How long in weeks does it take on average to process all planning applications for non-household developments?</p>	<p><b>CP01-P55aP How long in weeks does it take on average to process all planning applications for non-household developments?</b></p> <table border="1"> <caption>CP01-P55aP Data</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q2-2014/15</td> <td>22.5</td> </tr> <tr> <td>Q2-2014/15</td> <td>16.6</td> </tr> <tr> <td>Q2-2014/15</td> <td>34.3</td> </tr> <tr> <td>Q1-2015/16</td> <td>17.9</td> </tr> <tr> <td>Q2-2015/16</td> <td>19.2</td> </tr> </tbody> </table>	Quarter	Value	Q2-2014/15	22.5	Q2-2014/15	16.6	Q2-2014/15	34.3	Q1-2015/16	17.9	Q2-2015/16	19.2	19.2	<p><b>How are we performing:</b>                      There was an increase in the determination period for applications in this category from 17.2 to 19.2 weeks from Q1. The Scottish average for the period was 11.7 weeks. SBC performance is influenced heavily by the number of legal agreements required under the developer contributions policy.</p> <p>However, whilst further action is required to move towards the Scottish average it should be noted that there is has been a progressive improvement in performance in comparison to previous years from 26.8 weeks in 2013/13 and 22.7 weeks in 2014/15</p> <p>Note: One quarter lag in data.</p> <p><b>Actions we are taking to improve/maintain performance:</b>                      As set out above relating to the Development Management Improvement Plan, but in particular the action to streamline the legal agreement process and better case management and monitoring of applications, is helping sustain the improved performance.</p>			Ian Aikman
Quarter	Value																	
Q2-2014/15	22.5																	
Q2-2014/15	16.6																	
Q2-2014/15	34.3																	
Q1-2015/16	17.9																	
Q2-2015/16	19.2																	
<p>How long in weeks does it take on average to process all planning applications for household developments?</p>	<p><b>CP01-P56aP How long in weeks does it take on average to process all planning applications for household developments?</b></p> <table border="1"> <caption>CP01-P56aP Data</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q2-2014/15</td> <td>8.0</td> </tr> <tr> <td>Q2-2014/15</td> <td>7.5</td> </tr> <tr> <td>Q2-2014/15</td> <td>8.2</td> </tr> <tr> <td>Q1-2015/16</td> <td>6.7</td> </tr> <tr> <td>Q2-2015/16</td> <td>6.9</td> </tr> </tbody> </table>	Quarter	Value	Q2-2014/15	8.0	Q2-2014/15	7.5	Q2-2014/15	8.2	Q1-2015/16	6.7	Q2-2015/16	6.9	6.9	<p><b>How are we performing:</b>                      There has been a slight increase in the time taken to determine householder applications from 6.7 weeks to 6.9 week. This however, still reflects well against the Scottish average for that quarter of 7.2 weeks. This again is reflective of a progressive downward trend in time taken to determine applications from 8.6 weeks in 2013/14 and 7.5 in 2014/15.</p> <p>Note: One quarter lag in data.</p> <p><b>Actions we are taking to improve/maintain</b></p>			Ian Aikman
Quarter	Value																	
Q2-2014/15	8.0																	
Q2-2014/15	7.5																	
Q2-2014/15	8.2																	
Q1-2015/16	6.7																	
Q2-2015/16	6.9																	

# Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																					
			<p><b>performance:</b> As set out above relating to the Development Management Improvement Plan, but in particular use of processing agreements and better case management and monitoring of applications is helping sustain the improved performance.</p>																								
<p>How many invoices, received by us, were paid within 30 days of receiving the invoice?</p>	<p>CP01-P25P How many invoices, received by us, were paid within 30 days of receiving the invoice?</p> <table border="1"> <caption>Invoice Payment Performance Data</caption> <thead> <tr> <th>Quarter</th> <th>Quarters (%)</th> <th>Target (Quarters) (%)</th> </tr> </thead> <tbody> <tr> <td>Q2-2014/15</td> <td>93%</td> <td>93%</td> </tr> <tr> <td>Q3-2014/15</td> <td>94%</td> <td>93%</td> </tr> <tr> <td>Q4-2014/15</td> <td>93%</td> <td>93%</td> </tr> <tr> <td>Q1-2015/16</td> <td>94%</td> <td>93%</td> </tr> <tr> <td>Q2-2015/16</td> <td>93%</td> <td>93%</td> </tr> <tr> <td>Q3-2015/16</td> <td>91%</td> <td>93%</td> </tr> </tbody> </table>	Quarter	Quarters (%)	Target (Quarters) (%)	Q2-2014/15	93%	93%	Q3-2014/15	94%	93%	Q4-2014/15	93%	93%	Q1-2015/16	94%	93%	Q2-2015/16	93%	93%	Q3-2015/16	91%	93%	<p>91%</p>	<p><b>How are we performing:</b> The overall average for the quarter shows that 91% of invoices were paid within 30 days. The dip in the monthly indicator for October has since recovered with an improved performance of 94% reported for December 2015.</p> <p><b>Actions we are taking to improve/maintain performance:</b> Support and process improvements continue to be shared with Service departments.</p>			<p>Lynn Mirley</p>
Quarter	Quarters (%)	Target (Quarters) (%)																									
Q2-2014/15	93%	93%																									
Q3-2014/15	94%	93%																									
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# IMPROVE ATTAINMENT AND ACHIEVEMENT LEVELS FOR ALL OUR CHILDREN AND YOUNG PEOPLE, WITH A FOCUS ON INCLUSION

## HOW ARE WE DOING?

### Positive Destinations

**95.3%** of the 1,203 school leavers 6th went into a positive destination  
2014/15

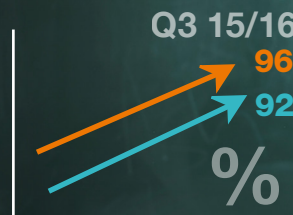
**94.2%** of the 1,059 school leavers 4th went to positive destinations  
2013/14

Higher Education	2014/15	42.3
	2013/14	41.6
Further Education	2014/15	29.8
	2013/14	28.7
Employment	2014/15	19.4
	2013/14	20.8
Unemployed (seeking)	2014/15	4.0
	2013/14	4.2
Training	2014/15	1.5
	2013/14	2.3
Volunteer	2014/15	1.6
	2013/14	0.5
Activity Agreement	2014/15	0.7
	2013/14	0.4
Unemployed (not seeking)	2014/15	0.7
	2013/14	1.4
Not known	2014/15	0.1
	2013/14	0.1



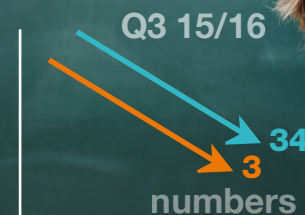
### Inclusion

School Attendance



Primary Secondary

School Exclusions



### School Attendance during 2014/15

**94.4%** pupil attendance at Scottish Borders schools 7th

**94.3%** in 2012/13





## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

### Corporate Priority 2: Improve attainment and achievement levels for all our children and young people, with a focus on inclusion

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																		
What % of primary school pupils attend school? (CP02-P11aP)	<p><b>CP02-P11aP What % of primary school pupils attend school? (CP02-P11aP)</b></p> <table border="1"> <caption>Primary School Attendance Data</caption> <thead> <tr> <th>Quarter</th> <th>Attendance (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr> <td>Q3-2014/15</td> <td>95%</td> <td>95.1%</td> </tr> <tr> <td>Q4-2014/15</td> <td>95%</td> <td>95.1%</td> </tr> <tr> <td>Q1-2015/16</td> <td>96%</td> <td>95.1%</td> </tr> <tr> <td>Q2-2015/16</td> <td>98%</td> <td>95.1%</td> </tr> <tr> <td>Q3-2015/16</td> <td>96%</td> <td>95.1%</td> </tr> </tbody> </table>	Quarter	Attendance (%)	Target (%)	Q3-2014/15	95%	95.1%	Q4-2014/15	95%	95.1%	Q1-2015/16	96%	95.1%	Q2-2015/16	98%	95.1%	Q3-2015/16	96%	95.1%	96%	<p><b>How are we performing:</b> Attendance within primary schools continues to exceed the Scottish average recorded in 2014/15 (95.1%).</p> <p><b>Actions we are taking to improve/maintain performance:</b> Schools will continue to work with parents to ensure attendance increases.</p>			Donna Manson
Quarter	Attendance (%)	Target (%)																						
Q3-2014/15	95%	95.1%																						
Q4-2014/15	95%	95.1%																						
Q1-2015/16	96%	95.1%																						
Q2-2015/16	98%	95.1%																						
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What % of secondary school pupils attend school? (CP02-P11bP)	<p><b>CP02-P11bP What % of secondary school pupils attend school? (CP02-P11bP)</b></p> <table border="1"> <caption>Secondary School Attendance Data</caption> <thead> <tr> <th>Quarter</th> <th>Attendance (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr> <td>Q3-2014/15</td> <td>92%</td> <td>91.8%</td> </tr> <tr> <td>Q4-2014/15</td> <td>92%</td> <td>91.8%</td> </tr> <tr> <td>Q1-2015/16</td> <td>93%</td> <td>91.8%</td> </tr> <tr> <td>Q2-2015/16</td> <td>94%</td> <td>91.8%</td> </tr> <tr> <td>Q3-2015/16</td> <td>92%</td> <td>91.8%</td> </tr> </tbody> </table>	Quarter	Attendance (%)	Target (%)	Q3-2014/15	92%	91.8%	Q4-2014/15	92%	91.8%	Q1-2015/16	93%	91.8%	Q2-2015/16	94%	91.8%	Q3-2015/16	92%	91.8%	92%	<p><b>How are we performing:</b> Attendance for Secondary Schools continues to meet and exceed the Scottish Average of 91.8% (2014/15)</p> <p><b>Actions we are taking to improve/maintain performance:</b> Schools will continue to work with parents to ensure attendance increases. At secondary school, ongoing improvements and changes to the curriculum will ensure that the needs of all young people are more effectively met, further encouraging attendance.</p>			Donna Manson
Quarter	Attendance (%)	Target (%)																						
Q3-2014/15	92%	91.8%																						
Q4-2014/15	92%	91.8%																						
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Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																		
What % of pupils attended Borders schools, compared to the Scottish average?	<table border="1"> <caption>Attendance Rates (09/10 to 14/15)</caption> <thead> <tr> <th>School Year</th> <th>Borders (%)</th> <th>Scotland (%)</th> </tr> </thead> <tbody> <tr> <td>09/10</td> <td>94.2</td> <td>93.5</td> </tr> <tr> <td>10/11</td> <td>94.0</td> <td>93.4</td> </tr> <tr> <td>12/13</td> <td>94.3</td> <td>93.8</td> </tr> <tr> <td>14/15</td> <td>94.4</td> <td>93.8</td> </tr> </tbody> </table>	School Year	Borders (%)	Scotland (%)	09/10	94.2	93.5	10/11	94.0	93.4	12/13	94.3	93.8	14/15	94.4	93.8	94.4% (14/15)	<p><b>Observations</b> Taken from Scottish Government's School Statistics for 2014/15, the total attendance rate for our pupils (primary and secondary) was 94.4% during 2014/15 compared to 93.8% nationally. We have seen an ongoing improvement since 2010/11 and have tracked higher than the national average since then.</p>			Donna Manson			
School Year	Borders (%)	Scotland (%)																						
09/10	94.2	93.5																						
10/11	94.0	93.4																						
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How many primary school pupils were excluded? (CP02-P09aP)	<table border="1"> <caption>CP02-P09aP How many primary school pupils were excluded? (CP02-P09aP)</caption> <thead> <tr> <th>Quarter</th> <th>Number of Pupils Excluded</th> <th>Target (Quarters)</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>10</td> <td>0</td> </tr> <tr> <td>Q4 2014/15</td> <td>12</td> <td>0</td> </tr> <tr> <td>Q1 2015/16</td> <td>12</td> <td>0</td> </tr> <tr> <td>Q2 2015/16</td> <td>5</td> <td>0</td> </tr> <tr> <td>Q3 2015/16</td> <td>3</td> <td>0</td> </tr> </tbody> </table>	Quarter	Number of Pupils Excluded	Target (Quarters)	Q3 2014/15	10	0	Q4 2014/15	12	0	Q1 2015/16	12	0	Q2 2015/16	5	0	Q3 2015/16	3	0	3	<p><b>How are we performing?</b> The second quarter of the school calendar (Q3 15/16) saw a decline in the total number of pupils excluded. This is a significant reduction on the same quarter last year.</p> <p><b>Actions we are taking to improve/maintain performance:</b> Overall exclusion targets are in place for schools which has continued to challenge and focus effort in the overall reduction of children being excluded.</p>			Donna Manson
Quarter	Number of Pupils Excluded	Target (Quarters)																						
Q3 2014/15	10	0																						
Q4 2014/15	12	0																						
Q1 2015/16	12	0																						
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## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By												
How many secondary school pupils were excluded? (CP02-P09bP)	<p><b>CP02-P09bP How many secondary school pupils were excluded? (CP02-P09bP)</b></p> <table border="1"> <caption>Data for CP02-P09bP</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>61</td> </tr> <tr> <td>Q4 2014/15</td> <td>80</td> </tr> <tr> <td>Q1 2015/16</td> <td>33</td> </tr> <tr> <td>Q2 2015/16</td> <td>22</td> </tr> <tr> <td>Q3 2015/16</td> <td>34</td> </tr> </tbody> </table>	Quarter	Value	Q3 2014/15	61	Q4 2014/15	80	Q1 2015/16	33	Q2 2015/16	22	Q3 2015/16	34	34	<p><b>How are we performing?</b> Second quarter of the school calendar (Q3 15/16) saw an increase in the total number of pupils excluded. However, Q3 2015/16 demonstrates significant improvements compared to Q3 2014/15, which is positive (down from 61 to 34)</p> <p><b>Actions we are taking to improve/maintain performance:</b> Overall exclusion targets are in place for schools which has continued to challenge and focus effort in the overall reduction of children being excluded.</p>			Donna Manson
Quarter	Value																	
Q3 2014/15	61																	
Q4 2014/15	80																	
Q1 2015/16	33																	
Q2 2015/16	22																	
Q3 2015/16	34																	
How many schools/nurseries in the Scottish Borders were inspected?	<p><b>CP02-P21P How many schools/nurseries in the Scottish Borders were inspected?</b></p> <table border="1"> <caption>Data for CP02-P21P</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>0</td> </tr> <tr> <td>Q4 2014/15</td> <td>2</td> </tr> <tr> <td>Q1 2015/16</td> <td>3</td> </tr> <tr> <td>Q2 2015/16</td> <td>0</td> </tr> <tr> <td>Q3 2015/16</td> <td>2</td> </tr> </tbody> </table>	Quarter	Value	Q3 2014/15	0	Q4 2014/15	2	Q1 2015/16	3	Q2 2015/16	0	Q3 2015/16	2	2	<p><b>Observations:</b> Two primary schools had follow-up inspections between Oct-15 and Dec-15.</p> <ul style="list-style-type: none"> <li>St Joseph's RC Primary School (15/12/2015)</li> <li>West Linton Primary School (27/10/2015)</li> </ul> <p>For the individual school inspection report please visit the <a href="#">Education Scotland</a> website.</p> <p><b>Actions we are taking to improve/maintain performance:</b> Following Education Scotland's recent visit, St Joseph's have a clear plan for achieving the key priorities relating to curriculum development, high quality teaching &amp; learning, and respectful relationships. SBC will continue to support the school to ensure progress is made and improved outcomes are achieved for the young people of St Joseph's.</p>	n/a		Donna Manson
Quarter	Value																	
Q3 2014/15	0																	
Q4 2014/15	2																	
Q1 2015/16	3																	
Q2 2015/16	0																	
Q3 2015/16	2																	

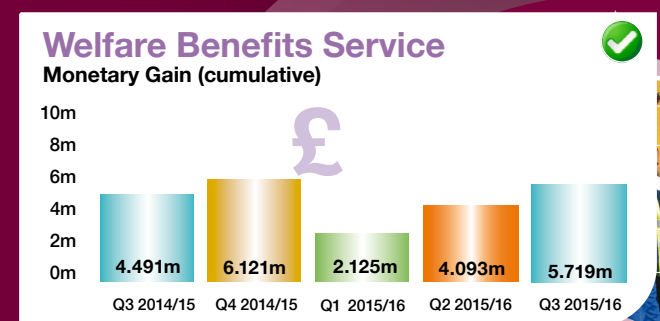
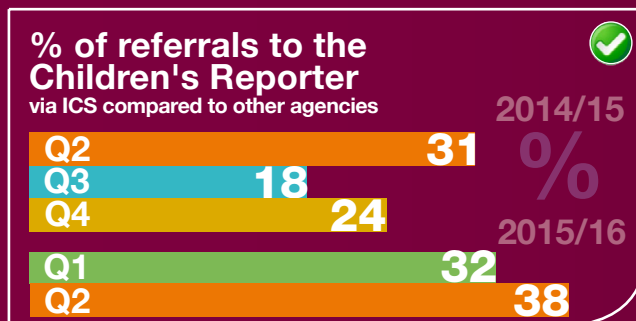
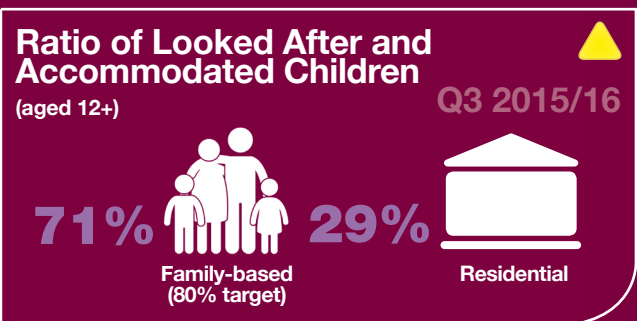
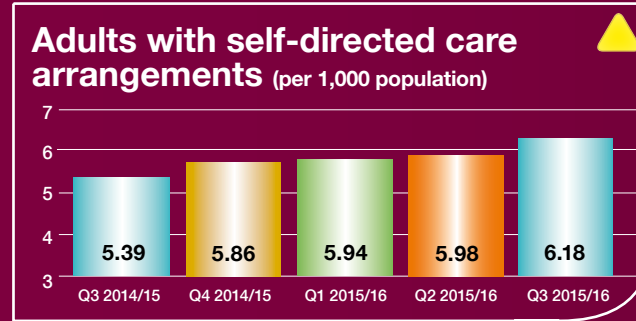
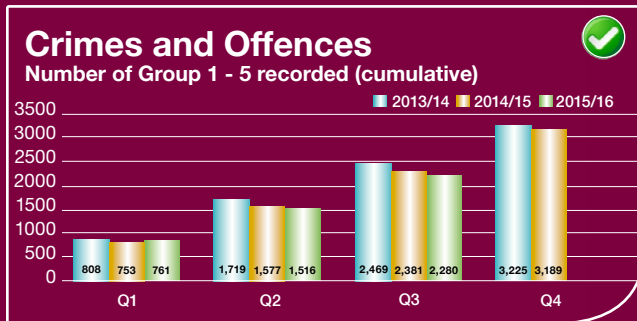
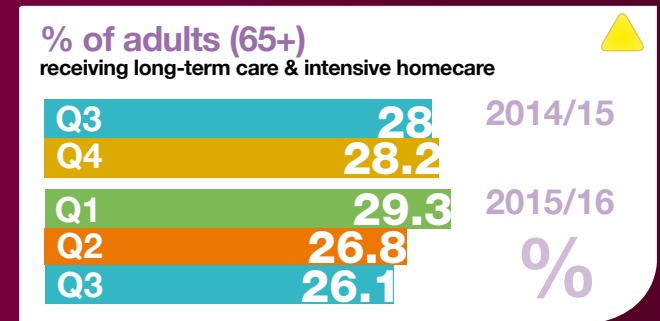
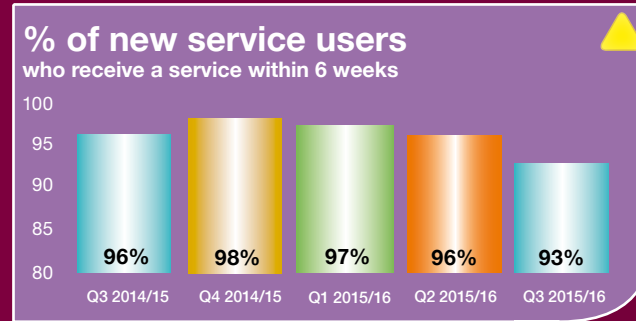
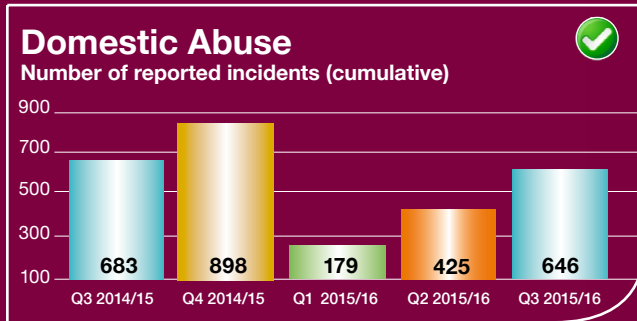
## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																														
<p>What % of our school pupils leave school and go into a positive destination e.g. employment, training, higher/further education or volunteering? (SNS-P23P)</p>	<p>SNS-P23P What % of our school pupils leave school and go into a positive destination e.g. employment, training, higher/further education or volunteering? (SNS-P23P)</p> <table border="1"> <caption>Data for SNS-P23P Trend Chart</caption> <thead> <tr> <th>Year</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>2010/11</td> <td>92.3%</td> </tr> <tr> <td>2011/12</td> <td>90.9%</td> </tr> <tr> <td>2012/13</td> <td>92%</td> </tr> <tr> <td>2013/14</td> <td>94.2%</td> </tr> <tr> <td>2014/15</td> <td>95.3%</td> </tr> </tbody> </table>	Year	Percentage	2010/11	92.3%	2011/12	90.9%	2012/13	92%	2013/14	94.2%	2014/15	95.3%	95.3%	<p><b>Observations:</b>            Scottish Borders is now sitting 2pp higher than the national average, and has improved since 2013/14. We now rank joint 6th in Scotland and 1st in our "Family Group" (others similar to us).</p> <p>There were a total of 1203 leavers in 2015, with 1146 of them going into a positive destination, as follows (Scottish figure in brackets):</p> <table border="0"> <tr> <td>Higher Education:</td> <td>42.3% (38.3)</td> </tr> <tr> <td>Further Education:</td> <td>29.8% (27.8)</td> </tr> <tr> <td>Training:</td> <td>1.5% (3.8)</td> </tr> <tr> <td>Employment:</td> <td>19.4% (21.7)</td> </tr> <tr> <td>Voluntary Work:</td> <td>1.6% (0.4)</td> </tr> <tr> <td>Activity Agreement:</td> <td>0.7% (0.9)</td> </tr> <tr> <td>Unemployed, seeking work:</td> <td>4% (5.4)</td> </tr> <tr> <td>Unemployed, not seeing:</td> <td>0.7% (1.1)</td> </tr> <tr> <td>Unconfirmed:</td> <td>0.1% (0.1)</td> </tr> </table>	Higher Education:	42.3% (38.3)	Further Education:	29.8% (27.8)	Training:	1.5% (3.8)	Employment:	19.4% (21.7)	Voluntary Work:	1.6% (0.4)	Activity Agreement:	0.7% (0.9)	Unemployed, seeking work:	4% (5.4)	Unemployed, not seeing:	0.7% (1.1)	Unconfirmed:	0.1% (0.1)			Donna Manson
Year	Percentage																																			
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# PROVIDE HIGH QUALITY SUPPORT, CARE AND PROTECTION TO CHILDREN, YOUNG PEOPLE, ADULTS, FAMILIES, AND OLDER PEOPLE

## HOW ARE WE DOING?

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Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

**Corporate Priority 3: Provide high quality support, care and protection to children, young people, adults, families and older people**

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																		
What % of people aged 65+ receive their care at home?	<p><b>CP03-P02P What % of people aged 65+ receive their care at home?</b></p> <table border="1"> <caption>Data for CP03-P02P</caption> <thead> <tr> <th>Quarter</th> <th>Quarters (%)</th> <th>Target (Quarters) (%)</th> </tr> </thead> <tbody> <tr> <td>Q3-2014/15</td> <td>28.0%</td> <td>32.5%</td> </tr> <tr> <td>Q4-2014/15</td> <td>28.2%</td> <td>32.5%</td> </tr> <tr> <td>Q1-2015/16</td> <td>29.3%</td> <td>27.0%</td> </tr> <tr> <td>Q2-2015/16</td> <td>26.8%</td> <td>27.0%</td> </tr> <tr> <td>Q3-2015/16</td> <td>26.0%</td> <td>27.0%</td> </tr> </tbody> </table>	Quarter	Quarters (%)	Target (Quarters) (%)	Q3-2014/15	28.0%	32.5%	Q4-2014/15	28.2%	32.5%	Q1-2015/16	29.3%	27.0%	Q2-2015/16	26.8%	27.0%	Q3-2015/16	26.0%	27.0%	26.1%	<p><b>How are we performing:</b> During Q3 (Winter months) there has been a small decline in this PI which has pushed the value into an amber status.</p> <p><b>Actions we are taking to improve/maintain performance:</b> Continued focus on this PI and its measurement to improve its clarity is underway.</p>			Elaine Torrance
Quarter	Quarters (%)	Target (Quarters) (%)																						
Q3-2014/15	28.0%	32.5%																						
Q4-2014/15	28.2%	32.5%																						
Q1-2015/16	29.3%	27.0%																						
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How many adults have self-directed care (SDS) arrangements? (rate per 1,000 people)	<p><b>CP03-P04P How many adults have self-directed care (SDS) arrangements? (rate per 1,000 people)</b></p> <table border="1"> <caption>Data for CP03-P04P</caption> <thead> <tr> <th>Quarter</th> <th>Quarters (rate per 1,000)</th> <th>Target (Quarters) (rate per 1,000)</th> </tr> </thead> <tbody> <tr> <td>Q3-2014/15</td> <td>5.39</td> <td>4.00</td> </tr> <tr> <td>Q4-2014/15</td> <td>5.86</td> <td>4.00</td> </tr> <tr> <td>Q1-2015/16</td> <td>5.94</td> <td>5.00</td> </tr> <tr> <td>Q2-2015/16</td> <td>5.98</td> <td>5.00</td> </tr> <tr> <td>Q3-2015/16</td> <td>6.18</td> <td>5.00</td> </tr> </tbody> </table>	Quarter	Quarters (rate per 1,000)	Target (Quarters) (rate per 1,000)	Q3-2014/15	5.39	4.00	Q4-2014/15	5.86	4.00	Q1-2015/16	5.94	5.00	Q2-2015/16	5.98	5.00	Q3-2015/16	6.18	5.00	6.18	<p><b>How are we performing:</b> With the expected rise in the SDS approach we gradually increased the target from March 2015 (3.8) to present Oct 2015 - 7. As all clients new and current should be transitioning or starting with the SDS approach this figure should be continually increasing. The statistics show stagnation with no real movement over the past year.</p> <p><b>Actions we are taking to improve/maintain performance:</b> Further discussions and a review of the current situation has led to formulation of an action plan to move current service clients onto the new SDS approach whilst ensuring new clients continue to be added under the SDS approach.</p>			Elaine Torrance
Quarter	Quarters (rate per 1,000)	Target (Quarters) (rate per 1,000)																						
Q3-2014/15	5.39	4.00																						
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## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																		
What % of people contacting Social Work receive a service within 6 weeks of their assessment?	<p><b>CP03-P28P What % of people contacting Social Work receive a service within 6 weeks of their assessment?</b></p> <table border="1"> <caption>Data for CP03-P28P</caption> <thead> <tr> <th>Quarter</th> <th>Value (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>96%</td> <td>95%</td> </tr> <tr> <td>Q4 2014/15</td> <td>98%</td> <td>95%</td> </tr> <tr> <td>Q1 2015/16</td> <td>97%</td> <td>95%</td> </tr> <tr> <td>Q2 2015/16</td> <td>96%</td> <td>95%</td> </tr> <tr> <td>Q3 2015/16</td> <td>93%</td> <td>95%</td> </tr> </tbody> </table>	Quarter	Value (%)	Target (%)	Q3 2014/15	96%	95%	Q4 2014/15	98%	95%	Q1 2015/16	97%	95%	Q2 2015/16	96%	95%	Q3 2015/16	93%	95%	93%	<p><b>How are we performing:</b> During October to December there was an increase in service delays which has pushed the indicator into an amber status.</p> <p><b>Actions we are taking to improve/maintain performance:</b> Continued maintenance and development of reporting within this PI to further enhance and identify any issues. Early recognition of this drop in service has been quickly picked up and resolved.</p>			Elaine Torrance
Quarter	Value (%)	Target (%)																						
Q3 2014/15	96%	95%																						
Q4 2014/15	98%	95%																						
Q1 2015/16	97%	95%																						
Q2 2015/16	96%	95%																						
Q3 2015/16	93%	95%																						
What % of children (aged 12+) are accommodated with family rather than residential placements?	<p><b>CP03-P06P What % of children (aged 12+) are accommodated with family rather than residential placements?</b></p> <table border="1"> <caption>Data for CP03-P06P</caption> <thead> <tr> <th>Quarter</th> <th>Value (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>73%</td> <td>80%</td> </tr> <tr> <td>Q4 2014/15</td> <td>74%</td> <td>80%</td> </tr> <tr> <td>Q1 2015/16</td> <td>73%</td> <td>80%</td> </tr> <tr> <td>Q2 2015/16</td> <td>71%</td> <td>80%</td> </tr> <tr> <td>Q3 2015/16</td> <td>71%</td> <td>80%</td> </tr> </tbody> </table>	Quarter	Value (%)	Target (%)	Q3 2014/15	73%	80%	Q4 2014/15	74%	80%	Q1 2015/16	73%	80%	Q2 2015/16	71%	80%	Q3 2015/16	71%	80%	71%	<p><b>How are we performing:</b> Small downward fluctuation within this indicator. The target of 80% is ambitious and continues to drive this performance area.</p> <p><b>Actions we are taking to improve/maintain performance:</b> Continued action is underway to increase the number of children in family-based placements in comparison to residential.</p> <p>We have seen a continued increase in the number of foster carers, from 52 in December 2012 to 65 in December 2015. In the past year we have increased and maintained the number of foster carers from 59 to 65. With continued support and recruitment the ambitious target of 80% will be achievable.</p>			Ann Blackie
Quarter	Value (%)	Target (%)																						
Q3 2014/15	73%	80%																						
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## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																		
What % of referrals to the Scottish Children's Reporter Administration are made through Integrated Children's Services?	<p>CP03-P30P What % of referrals to the Scottish Children's Reporter Administration are made through Integrated Children's Services?</p> <table border="1"> <caption>Data for CP03-P30P Trend Chart</caption> <thead> <tr> <th>Quarter</th> <th>Quarters (%)</th> <th>Target (Quarters) (%)</th> </tr> </thead> <tbody> <tr> <td>Q2 2014/15</td> <td>31%</td> <td>20%</td> </tr> <tr> <td>Q3 2014/15</td> <td>18%</td> <td>20%</td> </tr> <tr> <td>Q4 2014/15</td> <td>24%</td> <td>20%</td> </tr> <tr> <td>Q1 2015/16</td> <td>32%</td> <td>20%</td> </tr> <tr> <td>Q2 2015/16</td> <td>38%</td> <td>20%</td> </tr> </tbody> </table>	Quarter	Quarters (%)	Target (Quarters) (%)	Q2 2014/15	31%	20%	Q3 2014/15	18%	20%	Q4 2014/15	24%	20%	Q1 2015/16	32%	20%	Q2 2015/16	38%	20%	38%	<p><b>Observations:</b> Further increase in the proportion of referrals by ICS compared to other agencies.</p> <p>Note: One quarter lag in data.</p>			Ann Blackie
Quarter	Quarters (%)	Target (Quarters) (%)																						
Q2 2014/15	31%	20%																						
Q3 2014/15	18%	20%																						
Q4 2014/15	24%	20%																						
Q1 2015/16	32%	20%																						
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## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																				
How many people have received advice or advocacy through Welfare Benefits Service? (cumulative)	<p>CP03-P35P How many people have received advice or advocacy through Welfare Benefits Service? (cumulative)</p> <table border="1"> <caption>Data for CP03-P35P</caption> <thead> <tr> <th>Quarter</th> <th>2013/14</th> <th>2014/15</th> <th>2015/16</th> </tr> </thead> <tbody> <tr> <td>Q3 2013/14</td> <td>~600</td> <td>~650</td> <td>~700</td> </tr> <tr> <td>Q4 2013/14</td> <td>~800</td> <td>~1200</td> <td>~1400</td> </tr> <tr> <td>Q1 2014/15</td> <td>~1700</td> <td>~1750</td> <td>~1950</td> </tr> <tr> <td>Q2 2014/15</td> <td>~2500</td> <td>~2600</td> <td>~2700</td> </tr> </tbody> </table>	Quarter	2013/14	2014/15	2015/16	Q3 2013/14	~600	~650	~700	Q4 2013/14	~800	~1200	~1400	Q1 2014/15	~1700	~1750	~1950	Q2 2014/15	~2500	~2600	~2700	1,973	<p><b>Observations:</b> Following a significant rise in the first part of the year, the numbers of customers approaching or being referred to the service has stabilised. The numbers are however still considerably above the target and it should be noted that this also takes in the December holiday period which is historically lower. The high numbers earlier on in the year and particularly over the summer period, where historically there is a reduction in referrals, would coincide with attendance by officers at a number of Partnership Action for Continuing Employment (PACE) redundancy events. There have also been increased referrals from midwives as a result of a new initiative.</p>			Cathie Fancy
Quarter	2013/14	2014/15	2015/16																							
Q3 2013/14	~600	~650	~700																							
Q4 2013/14	~800	~1200	~1400																							
Q1 2014/15	~1700	~1750	~1950																							
Q2 2014/15	~2500	~2600	~2700																							
How much money was gained for customers of the Welfare Benefits Service? (cumulative)	<p>CP03-P36P How much money was gained for customers of the Welfare Benefits Service? (cumulative)</p> <table border="1"> <caption>Data for CP03-P36P</caption> <thead> <tr> <th>Quarter</th> <th>2013/14</th> <th>2014/15</th> <th>2015/16</th> </tr> </thead> <tbody> <tr> <td>Q3 2013/14</td> <td>~£1,200,000.00</td> <td>~£1,000,000.00</td> <td>~£2,000,000.00</td> </tr> <tr> <td>Q4 2013/14</td> <td>~£3,000,000.00</td> <td>~£2,500,000.00</td> <td>~£4,000,000.00</td> </tr> <tr> <td>Q1 2014/15</td> <td>~£4,200,000.00</td> <td>~£4,500,000.00</td> <td>~£5,500,000.00</td> </tr> <tr> <td>Q2 2014/15</td> <td>~£5,800,000.00</td> <td>~£6,000,000.00</td> <td>~£6,000,000.00</td> </tr> </tbody> </table>	Quarter	2013/14	2014/15	2015/16	Q3 2013/14	~£1,200,000.00	~£1,000,000.00	~£2,000,000.00	Q4 2013/14	~£3,000,000.00	~£2,500,000.00	~£4,000,000.00	Q1 2014/15	~£4,200,000.00	~£4,500,000.00	~£5,500,000.00	Q2 2014/15	~£5,800,000.00	~£6,000,000.00	~£6,000,000.00	£5,719,452.00	<p>While it was anticipated that there would be significant reductions in gains due to changes to the benefits system brought about by welfare reform, the gains have been extremely high to date. Attendance at redundancy events, decisions finally being made on Personal Independence Payments (PIP) at tribunal, which has allowed the closure of some older cases, and an increase in numbers of referrals for advice from midwives, is likely to have influenced this.</p> <p>It is, however, becoming increasingly difficult to predict trends but it is anticipated that, while the number of customers approaching the service will remain high, ultimately the gains will reduce as welfare reform progresses.</p> <p>The Welfare Benefits Service will attend further PACE event following on from redundancies at Hawick Knitwear.</p>			Cathie Fancy
Quarter	2013/14	2014/15	2015/16																							
Q3 2013/14	~£1,200,000.00	~£1,000,000.00	~£2,000,000.00																							
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## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																				
How many incidents of domestic abuse are reported to Police Scotland? (cumulative)	<p>CP03-P37P How many incidents of domestic abuse are reported to Police Scotland? (cumulative)</p> <table border="1"> <caption>Data from Trend Chart: Cumulative incidents of domestic abuse reported to Police Scotland</caption> <thead> <tr> <th>Year</th> <th>2013/14</th> <th>2014/15</th> <th>2015/16</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>~200</td> <td>~230</td> <td>~180</td> </tr> <tr> <td>Q2</td> <td>~420</td> <td>~440</td> <td>~430</td> </tr> <tr> <td>Q3</td> <td>~630</td> <td>~690</td> <td>~650</td> </tr> <tr> <td>Q4</td> <td>~840</td> <td>~900</td> <td>~900</td> </tr> </tbody> </table>	Year	2013/14	2014/15	2015/16	Q1	~200	~230	~180	Q2	~420	~440	~430	Q3	~630	~690	~650	Q4	~840	~900	~900	646	<p><b>How are we performing:</b> 38 fewer reported domestic abuse incidents than at the same point in 2014/15, which equates to a 5.6% reduction. The reduction in reporting of domestic abuse incidents in the current year is reflected across the Lothians and Scottish Borders region.</p> <p><b>Actions we are taking to improve/maintain performance:</b> The Pathway Project (see below) continues to be delivered addressing the needs of high risk victims, in addition to providing longer term community support and a group work programme for children and their mothers.</p>			Tony Hodges
Year	2013/14	2014/15	2015/16																							
Q1	~200	~230	~180																							
Q2	~420	~440	~430																							
Q3	~630	~690	~650																							
Q4	~840	~900	~900																							
<p>An external evaluation of the <b>Pathway Project</b> started in June 2015 and concluded in early December, with 72 recommendations detailing short, medium and long term actions. The report highlights the effectiveness of the Pathway, citing a swift, risk led response to victims of domestic abuse with an early intervention with families ensuring robust safety planning and reduction in risk.</p> <p>Feedback to corporate management and DAAS/DACS service managers has been done and an Improvement Plan created. All recommendations hinge on the funding for Pathway being sustained.</p> <p>The MARAC Coordinator post is secured to June 2016. MARACs continue to be held every 4 weeks, the emerging trend is an increase in referrals to each MARAC, from an average of 8 to an average of 10 since September 2014. Referrals to MATAAC continue to be a key action from MARAC and client engagement. Submissions to the Police Scotland Intel system enable advocates to submit, safely, information regarding perpetrator behaviour.</p> <p>The CEDAR Project Big Lottery bid was submitted on 23rd December, the proposal is for a five year project with an increase in participation and post CEDAR support for mothers alongside a continuation of existing CEDAR Groupwork programme.</p> <p>The Scottish Government have invited bids from the existing grant holders for a three month period to June 2016. A funding application will be made by 5th February for the Pathway project, this will be match funded by an agreed extension to the existing Big Lottery funding. Safer Communities are busy preparing an Improving Lives bid to Big Lottery for the continuation of the Pathway project, Scottish Borders Council are considering supporting the project till funding decisions are made.</p>																										

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Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																				
How many crimes and offences are recorded by Police Scotland? (cumulative)	<p><b>CP03-P39P How many crimes and offences are recorded by Police Scotland? (cumulative)</b></p> <table border="1"> <caption>CP03-P39P Data</caption> <thead> <tr> <th>Quarter</th> <th>2013/14</th> <th>2014/15</th> <th>2015/16</th> </tr> </thead> <tbody> <tr> <td>Q3 2013/14</td> <td>~800</td> <td>~800</td> <td>~800</td> </tr> <tr> <td>Q4 2013/14</td> <td>~1,700</td> <td>~1,600</td> <td>~1,550</td> </tr> <tr> <td>Q1 2014/15</td> <td>~2,450</td> <td>~2,350</td> <td>~2,250</td> </tr> <tr> <td>Q3 2015/16</td> <td>~3,200</td> <td>~3,150</td> <td>~3,100</td> </tr> </tbody> </table>	Quarter	2013/14	2014/15	2015/16	Q3 2013/14	~800	~800	~800	Q4 2013/14	~1,700	~1,600	~1,550	Q1 2014/15	~2,450	~2,350	~2,250	Q3 2015/16	~3,200	~3,150	~3,100	2,280	<p><b>Observations</b></p> <p>94 less offences recorded up to the end of December 2015 than in the same time period in 2014, which equates to a 4% reduction. This is positive news.</p>			Tony Hodges
Quarter	2013/14	2014/15	2015/16																							
Q3 2013/14	~800	~800	~800																							
Q4 2013/14	~1,700	~1,600	~1,550																							
Q1 2014/15	~2,450	~2,350	~2,250																							
Q3 2015/16	~3,200	~3,150	~3,100																							
How much money is seized by Police Scotland? (cumulative)	<p><b>CP03-P14P How much money is seized by Police Scotland? (cumulative)</b></p> <table border="1"> <caption>CP03-P14P Data</caption> <thead> <tr> <th>Quarter</th> <th>Actual (Quarters)</th> <th>Target (Quarters)</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>£1,525,415.00</td> <td>£1,750,000.00</td> </tr> <tr> <td>Q4 2014/15</td> <td>£1,392,235.00</td> <td>£1,750,000.00</td> </tr> <tr> <td>Q1 2015/16</td> <td>£107,923.00</td> <td>£1,750,000.00</td> </tr> <tr> <td>Q2 2015/16</td> <td>£107,923.00</td> <td>£1,750,000.00</td> </tr> <tr> <td>Q3 2015/16</td> <td>£200,888.00</td> <td>£1,750,000.00</td> </tr> </tbody> </table>	Quarter	Actual (Quarters)	Target (Quarters)	Q3 2014/15	£1,525,415.00	£1,750,000.00	Q4 2014/15	£1,392,235.00	£1,750,000.00	Q1 2015/16	£107,923.00	£1,750,000.00	Q2 2015/16	£107,923.00	£1,750,000.00	Q3 2015/16	£200,888.00	£1,750,000.00	£200,888.00	<p><b>Observations:</b></p> <p>There was a £92,965.00 asset restraint made in November 2015, the only restraint or cash seizure in quarter 3. The year to date total now stands at £200,888.005.</p> <p>Proceeds of crime money is distributed to local areas via the "Cashback for Communities" Scheme, focused on youth diversionary activity. The delivery agent for Cashback for Communities, Inspiring Scotland, has been contacted to ask about flexibility with the programme moving forward to allow us to use money to meet local need.</p> <p>A response has been received confirming that all projected funds to 2017 will be directed towards sporting, cultural and employment programmes for children and young people. Any future change of direction after 2017 is unlikely to be considered before 2016.</p>			Tony Hodges		
Quarter	Actual (Quarters)	Target (Quarters)																								
Q3 2014/15	£1,525,415.00	£1,750,000.00																								
Q4 2014/15	£1,392,235.00	£1,750,000.00																								
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Q3 2015/16	£200,888.00	£1,750,000.00																								

# BUILD THE CAPACITY AND RESILIENCE OF OUR COMMUNITIES AND VOLUNTARY SECTOR

## HOW ARE WE DOING?

**Borders-wide**

Lottery Funding  
**£1,068,584** (year to date)

Community Grant Scheme  
**£13,804** (year to date)

Projects in Development **3**

### Resilient Communities In Action

Resilient Communities teams in a series of towns across the Borders have been thanked for their efforts during storms Desmond and Frank.

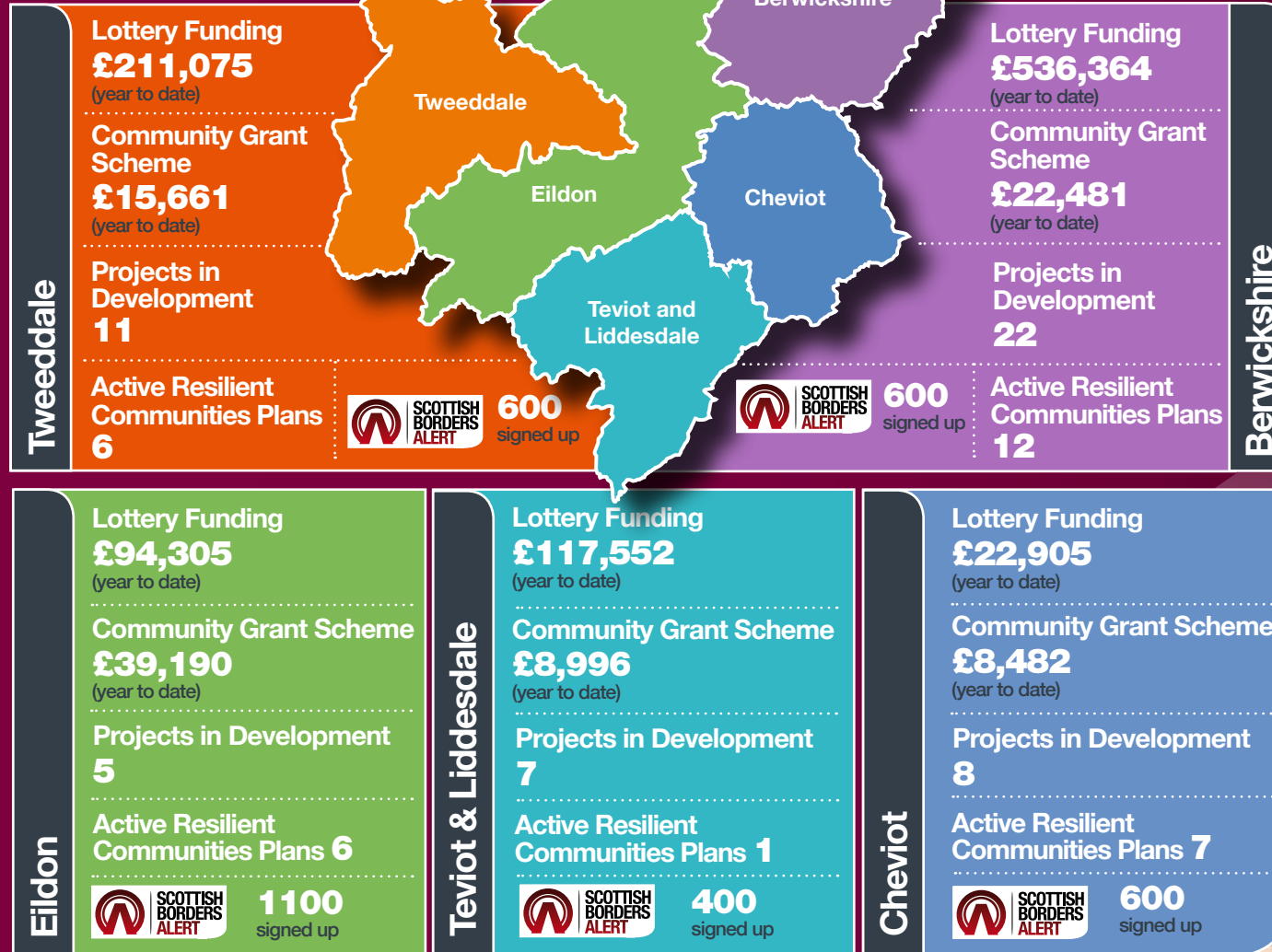
In Hawick, the flooding group helped place sandbags in front of properties, evacuated people and provided local information during the flooding caused by both storms during December.

In Peebles, teams carried out a similar role when the town was hit by Storm Frank, with volunteers in Walkerburn and Innerleithen and Cardrona also assisting in their villages.

In addition, the Peebles group supported by SBC co-ordinated a clean-up of the affected areas of the town, which saw 95 people turn out to help on 2 January.

SBC are now encouraging other areas to sign up for the scheme which enables communities to better prepare, organise and respond to emergency situations.

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The SB Alert system is used to provide up to date information to communities, individuals and businesses on emergencies, weather warnings, utility failure updates, road closures, crimes and trading standards issues.

The scheme was launched by SBC and partners including Police Scotland, Scottish Fire and Rescue Service and NHS Borders in October 2014 and has over 3,00 people and businesses signed up.

It is free to sign up to SB Alert and messages can be sent by phone, text or email, and the type of message received can be chosen when signing up.

The range of alerts received can be selected when signing up and can be tailored depending on where you live and work to ensure you only receive information that is relevant to you.

<http://www.sbalert.co.uk/>

# Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

## Corporate Priority 4: Build the capacity and resilience of our communities and voluntary sector

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																	
How many grants did we award from the Community Grant Scheme?	<p><b>CP04-P01P How many grants did we award from the Community Grant Scheme?</b></p> <table border="1"> <caption>CP04-P01P Data</caption> <thead> <tr> <th>Quarter</th> <th>Grants Awarded</th> <th>Target (Quarters)</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>15</td> <td>15</td> </tr> <tr> <td>Q4 2014/15</td> <td>15</td> <td>15</td> </tr> <tr> <td>Q1 2015/16</td> <td>13</td> <td>15</td> </tr> <tr> <td>Q2 2015/16</td> <td>14</td> <td>15</td> </tr> <tr> <td>Q3 2015/16</td> <td>8</td> <td>15</td> </tr> </tbody> </table>	Quarter	Grants Awarded	Target (Quarters)	Q3 2014/15	15	15	Q4 2014/15	15	15	Q1 2015/16	13	15	Q2 2015/16	14	15	Q3 2015/16	8	15	8	<p><b>How are we performing:</b></p> <ul style="list-style-type: none"> <li>The closure and key changes in Lottery's "Awards for All" resulted in a higher Community Grant Scheme (CGS) level in Q3 14/15.</li> <li>Q3 15/16 shows the normal slowing down of the CGS/volunteering effort over the Christmas period.</li> <li>Some typical CGS projects were funded under the Borders Railway Fund (now closed).</li> <li>CGS enquiries are often referred to Lottery's Awards for All (AFA) – the recovery in the AFA figure is also a factor in the lower number of CGS awards.</li> <li>CGS is directly influenced by the level of community activity and availability of other funds such as "Quality of Life" and "Common Good".</li> <li>In addition to the fewer awards in Q3 the awards that were made were smaller and contributed to smaller level projects. This has therefore affected the award and project value levels.</li> </ul> <p>Note: Total Awarded 2015/16 (YTD) = £109,315</p> <p><b>Actions we are taking to maintain/improve performance:</b></p> <ul style="list-style-type: none"> <li>Press release issued November 2015 promoting the CGS. Press release planned for Feb 2016. Website links refined.</li> <li>End of Year Balances report to Members in Feb 2016 which generates activity.</li> <li>There are 13 future projects in the pipeline, where groups are being supported to develop</li> </ul>		Shona Smith
Quarter	Grants Awarded	Target (Quarters)																					
Q3 2014/15	15	15																					
Q4 2014/15	15	15																					
Q1 2015/16	13	15																					
Q2 2015/16	14	15																					
Q3 2015/16	8	15																					
What was the value of the Community Grant Scheme grants awarded? (CP04-P02P)	<p><b>Exec - Community Grant Scheme: Grants / Total Project Value</b></p> <table border="1"> <caption>Exec - Community Grant Scheme Data</caption> <thead> <tr> <th>Quarter</th> <th>CP04-P02</th> <th>CP04-P02a</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>£47,381</td> <td>£87,296</td> </tr> <tr> <td>Q4 2014/15</td> <td>£46,671</td> <td>£115,726</td> </tr> <tr> <td>Q1 2015/16</td> <td>£46,788</td> <td>£63,548</td> </tr> <tr> <td>Q2 2015/16</td> <td>£47,873</td> <td>£142,289</td> </tr> <tr> <td>Q3 2015/16</td> <td>£14,654</td> <td>£18,072</td> </tr> </tbody> </table>	Quarter	CP04-P02	CP04-P02a	Q3 2014/15	£47,381	£87,296	Q4 2014/15	£46,671	£115,726	Q1 2015/16	£46,788	£63,548	Q2 2015/16	£47,873	£142,289	Q3 2015/16	£14,654	£18,072	£14,654			
Quarter	CP04-P02	CP04-P02a																					
Q3 2014/15	£47,381	£87,296																					
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Q2 2015/16	£47,873	£142,289																					
Q3 2015/16	£14,654	£18,072																					
What was the total value of the projects the Community Grant Scheme money contributed to? (CP04-P02aP)		£18,072																					

## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By												
			projects and sources funding.															
How much National Lottery Funding (grants up to £10,000) was received in the Scottish Borders?	<p><b>CP04-P07aP How much National Lottery Funding (grants up to £10,000) was received in the Scottish Borders?</b></p> <table border="1"> <caption>CP04-P07aP Data</caption> <thead> <tr> <th>Quarter</th> <th>Value (£)</th> </tr> </thead> <tbody> <tr> <td>Q3-2014/15</td> <td>185,150</td> </tr> <tr> <td>Q4-2014/15</td> <td>48,997</td> </tr> <tr> <td>Q1-2015/16</td> <td>41,945</td> </tr> <tr> <td>Q2-2015/16</td> <td>152,074</td> </tr> <tr> <td>Q3-2015/16</td> <td>153,804</td> </tr> </tbody> </table>	Quarter	Value (£)	Q3-2014/15	185,150	Q4-2014/15	48,997	Q1-2015/16	41,945	Q2-2015/16	152,074	Q3-2015/16	153,804	£153,804	<p><b>How are we performing:</b></p> <ul style="list-style-type: none"> <li>Awards for All applications have recovered well from the closure and changed timescales that affected Q4 14/15 and Q1 15/16.</li> </ul> <p><b>Actions we are taking to maintain/improve performance:</b></p> <ul style="list-style-type: none"> <li>Maximising external funding is a priority. We continue to assess the potential of external grants over local grants wherever possible and this is key assessment area of the CGS.</li> <li>As the CGS and the Lottery Under £10k are closely linked, the 13 pipeline projects referred to above are combined.</li> <li>Press release planned for Feb 2016 to include all small grants. Website links refined.</li> </ul>			
Quarter	Value (£)																	
Q3-2014/15	185,150																	
Q4-2014/15	48,997																	
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How much National Lottery Funding (grants over £10,000) was received in the Scottish Borders?	<p><b>CP04-P07bP How much National Lottery Funding (grants over £10,000) was received in the Scottish Borders?</b></p> <table border="1"> <caption>CP04-P07bP Data</caption> <thead> <tr> <th>Quarter</th> <th>Value (£)</th> </tr> </thead> <tbody> <tr> <td>Q3-2014/15</td> <td>486,789</td> </tr> <tr> <td>Q4-2014/15</td> <td>824,781</td> </tr> <tr> <td>Q1-2015/16</td> <td>916,120</td> </tr> <tr> <td>Q2-2015/16</td> <td>60,163</td> </tr> <tr> <td>Q3-2015/16</td> <td>726,679</td> </tr> </tbody> </table>	Quarter	Value (£)	Q3-2014/15	486,789	Q4-2014/15	824,781	Q1-2015/16	916,120	Q2-2015/16	60,163	Q3-2015/16	726,679	£726,679	<p><b>How are we doing:</b></p> <ul style="list-style-type: none"> <li>The Big Lottery Fund large grants closure in June 2015 saw a drop off of awards in Q2 15/16 as they dealt with the bottleneck created by the closure.</li> <li>Q3 shows the recovery with 2 large awards in excess of £300k being awarded.</li> </ul> <p><b>What are we doing to maintain/improve performance:</b></p> <ul style="list-style-type: none"> <li>New lottery programme now launched and training sessions completed.</li> <li>Programmes being promoted widely – drop in sessions in Duns arranged.</li> <li>There are 43 large projects in the pipeline.</li> </ul>			Shona Smith
Quarter	Value (£)																	
Q3-2014/15	486,789																	
Q4-2014/15	824,781																	
Q1-2015/16	916,120																	
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## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																		
What was the total value of National Lottery Funding received in the Scottish Borders?	<p><b>CP04-P07P What was the total value of National Lottery Funding received in the Scottish Borders?</b></p> <table border="1"> <caption>CP04-P07P: National Lottery Funding</caption> <thead> <tr> <th>Quarter</th> <th>Value (£)</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>671,939.00</td> </tr> <tr> <td>Q4 2014/15</td> <td>873,778.00</td> </tr> <tr> <td>Q1 2015/16</td> <td>958,065.00</td> </tr> <tr> <td>Q2 2015/16</td> <td>212,237.40</td> </tr> <tr> <td>Q3 2015/16</td> <td>880,483.00</td> </tr> </tbody> </table>	Quarter	Value (£)	Q3 2014/15	671,939.00	Q4 2014/15	873,778.00	Q1 2015/16	958,065.00	Q2 2015/16	212,237.40	Q3 2015/16	880,483.00	£880,483.00	As above.			Shona Smith						
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How many community council areas have an active "Resilient Communities" plan? (CP04-P06aP) (cumulative)	<p><b>Exec - Community Resilience Plans - Active and Progressing</b></p> <table border="1"> <caption>Exec - Community Resilience Plans - Active and Progressing</caption> <thead> <tr> <th>Quarter</th> <th>CP04-P06a</th> <th>CP04-P06b</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>30</td> <td>14</td> </tr> <tr> <td>Q4 2014/15</td> <td>30</td> <td>20</td> </tr> <tr> <td>Q1 2015/16</td> <td>30</td> <td>20</td> </tr> <tr> <td>Q2 2015/16</td> <td>31</td> <td>21</td> </tr> <tr> <td>Q3 2015/16</td> <td>32</td> <td>21</td> </tr> </tbody> </table>	Quarter	CP04-P06a	CP04-P06b	Q3 2014/15	30	14	Q4 2014/15	30	20	Q1 2015/16	30	20	Q2 2015/16	31	21	Q3 2015/16	32	21	32	<p><b>How are we performing:</b> Tweedsmuir Community Council's Resilient Communities plan is now active.</p> <p>Across the region, Resilient Communities plans, and the volunteer teams involved, were invaluable in helping communities deal with adverse weather in December.</p>			Jim Fraser
Quarter		CP04-P06a	CP04-P06b																					
Q3 2014/15	30	14																						
Q4 2014/15	30	20																						
Q1 2015/16	30	20																						
Q2 2015/16	31	21																						
Q3 2015/16	32	21																						
How many community council areas have a progressing "Resilient Communities" plan? (CP04-P06bP) (cumulative)		21	<p><b>Actions we are taking to improve/maintain our performance:</b> The experiences of storms Desmond and Frank show those areas currently <i>not</i> involved the benefits of the scheme. Urban areas are being encouraged to sign up, and to follow the lead of Langlee in Galashiels.</p> <p>Further information is available from our <a href="#">Resilient Communities</a> web page.</p>			Jim Fraser																		



## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By												
How many people have registered for SB Alert?	<p><b>CP04-P08P How many people have registered for SB Alert?</b></p> <table border="1"> <caption>CP04-P08P Data</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>1,708</td> </tr> <tr> <td>Q4 2014/15</td> <td>2,098</td> </tr> <tr> <td>Q1 2015/16</td> <td>2,228</td> </tr> <tr> <td>Q2 2015/16</td> <td>2,327</td> </tr> <tr> <td>Q3 2015/16</td> <td>3,279</td> </tr> </tbody> </table>	Quarter	Value	Q3 2014/15	1,708	Q4 2014/15	2,098	Q1 2015/16	2,228	Q2 2015/16	2,327	Q3 2015/16	3,279	3,279	<p><b>Observations:</b> A combination of increased local promotion and recent flooding events has resulted in a large increase in sign up to this valuable service.</p> <p>Approximate numbers signed up within locality:                      Berwickshire 600                      Cheviot 600                      Eildon 1100                      Teviot 400                      Tweeddale 600</p> <p>Snow in early January has resulted in another increase, with almost 3400 people now signed up.</p>			Jim Fraser
Quarter	Value																	
Q3 2014/15	1,708																	
Q4 2014/15	2,098																	
Q1 2015/16	2,228																	
Q2 2015/16	2,327																	
Q3 2015/16	3,279																	
The number of people carrying out volunteer work with SBC	<p><b>CP04-P10P The number of people carrying out volunteer work with SBC</b></p> <table border="1"> <caption>CP04-P10P Data</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q3 2015/16</td> <td>478</td> </tr> </tbody> </table>	Quarter	Value	Q3 2015/16	478	478	<p><b>Observations:</b> In Q3 we had 478 volunteers who worked a total of 1928.75 hours. This equates to an economic benefit of £23,415 to SBC.</p> <p>Future reports will include:</p> <ul style="list-style-type: none"> <li>- A breakdown of volunteer information by service, including economic benefit,</li> <li>- analysis of fluctuations in volunteer numbers/hours.</li> </ul> <p>Training for staff that support/work with volunteers is being delivered in March by Volunteer Centre Borders on behalf of SBC.</p> <p>Economic benefit is calculated as follows: <i>the number of volunteers X the average number of hours X average hourly wage*</i></p> <p>*average hourly pay for those living in the Scottish Borders = £12.14 (2014), provided by Nomis.</p>			Shona Smith								
Quarter	Value																	
Q3 2015/16	478																	



# MAINTAIN AND IMPROVE OUR HIGH QUALITY ENVIRONMENT HOW ARE WE DOING?

## Improving Road Safety

Number of people killed on Scottish Borders roads



Number of people seriously injured on Scottish Borders roads



## Average Community Recycling Centre Recycling Rate

52.5%

Q3 2014

50.7%

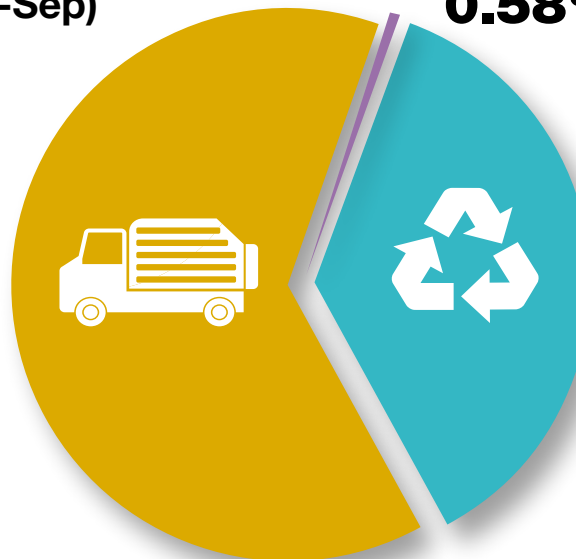
Q3 2015

## Annual Household Waste (unverified) Q3 2015 (Jul-Sep)

recycle for Scottish Borders

Q3 2015 (Jul-Sep)

62.82%



0.58%

36.60%

- Landfill
- Recycling
- Other treatment

## Waste Case Study

The new food waste collection service has been successfully rolled out as directed by the Scottish Government to households in Galashiels, Tweedbank, Selkirk, Peebles, Hawick and Jedburgh.

All households in these towns have been provided with a small silver caddy to use in their kitchen and either a large brown caddy, for outside storage and collection, or a small brown communal wheeled bin.

The weekly service can be used for leftovers from meals, leftovers from preparation and for out of date food that is left in the fridge or cupboards. All cooked and uncooked food waste including meat, bones, tea bags and egg shells, should be recycled using the food waste collection service.

Following collection the food waste is taken to a processing plant and is turned into compost like material. By recycling their food waste householders will reduce the amount of waste in their general waste bin and divert waste away from landfill.

Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Corporate Priority 5: Maintain and improve our high quality environment

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By															
How many people are killed on our roads?	<p><b>CP05-P67vP How many people are killed on our roads?</b></p> <table border="1"> <caption>Data for CP05-P67vP</caption> <thead> <tr> <th>Quarter</th> <th>Quarters (Actual)</th> <th>Target (Quarters)</th> </tr> </thead> <tbody> <tr> <td>Q3 2014</td> <td>0</td> <td>0</td> </tr> <tr> <td>Q4 2014</td> <td>4</td> <td>0</td> </tr> <tr> <td>Q1 2015</td> <td>0</td> <td>0</td> </tr> <tr> <td>Q2 2015</td> <td>3</td> <td>0</td> </tr> </tbody> </table>	Quarter	Quarters (Actual)	Target (Quarters)	Q3 2014	0	0	Q4 2014	4	0	Q1 2015	0	0	Q2 2015	3	0	3	<b>How are we performing:</b> Q3 data not available until late February / early March 2016.			Colin Ovens
Quarter	Quarters (Actual)	Target (Quarters)																			
Q3 2014	0	0																			
Q4 2014	4	0																			
Q1 2015	0	0																			
Q2 2015	3	0																			
How many people are seriously injured on our roads?	<p><b>CP05-P68vP How many people are seriously injured on our roads?</b></p> <table border="1"> <caption>Data for CP05-P68vP</caption> <thead> <tr> <th>Quarter</th> <th>Quarters (Actual)</th> <th>Target (Quarters)</th> </tr> </thead> <tbody> <tr> <td>Q3 2014</td> <td>18</td> <td>0</td> </tr> <tr> <td>Q4 2014</td> <td>10</td> <td>0</td> </tr> <tr> <td>Q1 2015</td> <td>5</td> <td>0</td> </tr> <tr> <td>Q2 2015</td> <td>16</td> <td>0</td> </tr> </tbody> </table>	Quarter	Quarters (Actual)	Target (Quarters)	Q3 2014	18	0	Q4 2014	10	0	Q1 2015	5	0	Q2 2015	16	0	16	<b>How are we performing:</b> Q3 data not available until late February / early March 2016.			Colin Ovens
Quarter	Quarters (Actual)	Target (Quarters)																			
Q3 2014	18	0																			
Q4 2014	10	0																			
Q1 2015	5	0																			
Q2 2015	16	0																			

## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By												
How much of our household waste is recycled (%) - UNVERIFIED (cumulative rolling average) CP05-P62uaP	<p><b>CP05-P62uaP How much of our household waste is recycled (%) - UNVERIFIED (cumulative rolling average) CP05-P62uaP</b></p> <table border="1"> <caption>Data for CP05-P62uaP</caption> <thead> <tr> <th>Quarter</th> <th>Value (%)</th> </tr> </thead> <tbody> <tr> <td>Q3-2014</td> <td>37.54</td> </tr> <tr> <td>Q4-2014</td> <td>36.85</td> </tr> <tr> <td>Q1-2015</td> <td>36.27</td> </tr> <tr> <td>Q2-2015</td> <td>36.46</td> </tr> <tr> <td>Q3-2015</td> <td>36.60</td> </tr> </tbody> </table> <p>Legend: ■ Quarters, ■ Target (Quarters), — Family Group (previous yr) - Av., — SBC (previous yr) - Av., — Scotland (previous yr) - Av.</p>	Quarter	Value (%)	Q3-2014	37.54	Q4-2014	36.85	Q1-2015	36.27	Q2-2015	36.46	Q3-2015	36.60	36.60	<p><b>How are we performing:</b> A decrease was seen from 2013 to 2014 primarily due to the removal of kerbside garden waste. Since the removal of garden waste the recycling rate has remained steady, rising slightly this quarter.</p> <p>Although a small increase, it is likely that this is related to the increased tonnage recycled through the new food waste collections.</p> <p><b>Actions we are taking to improve/maintain performance:</b> Between May and September 2015 we introduced food waste collections to households in Galashiels, Tweedbank, Peebles, Selkirk, Jedburgh and Hawick.</p>			Ross Sharp-Dent
Quarter	Value (%)																	
Q3-2014	37.54																	
Q4-2014	36.85																	
Q1-2015	36.27																	
Q2-2015	36.46																	
Q3-2015	36.60																	
How much of our household waste goes to landfill (%) - UNVERIFIED (cumulative rolling average) CP05-P62ubP	<p><b>CP05-P62ubP How much of our household waste goes to landfill (%) - UNVERIFIED (cumulative rolling average) CP05-P62ubP</b></p> <table border="1"> <caption>Data for CP05-P62ubP</caption> <thead> <tr> <th>Quarter</th> <th>Value (%)</th> </tr> </thead> <tbody> <tr> <td>Q3-2014</td> <td>62.13</td> </tr> <tr> <td>Q4-2014</td> <td>62.90</td> </tr> <tr> <td>Q1-2015</td> <td>63.46</td> </tr> <tr> <td>Q2-2015</td> <td>63.24</td> </tr> <tr> <td>Q3-2015</td> <td>62.82</td> </tr> </tbody> </table> <p>Legend: ■ Quarters, ■ Target (Quarters), — Family Group (previous yr) - Av., — SBC (previous yr) - Av., — Scotland (previous yr) - Av.</p>	Quarter	Value (%)	Q3-2014	62.13	Q4-2014	62.90	Q1-2015	63.46	Q2-2015	63.24	Q3-2015	62.82	62.82	<p><b>How are we performing:</b> There was a small decrease in the percentage of waste landfilled this quarter.</p> <p><b>Actions we are taking to improve/maintain performance:</b> Between May and September 2015 we introduced food waste collections to households in Galashiels, Tweedbank, Peebles, Selkirk, Jedburgh and Hawick.</p>			Ross Sharp-Dent
Quarter	Value (%)																	
Q3-2014	62.13																	
Q4-2014	62.90																	
Q1-2015	63.46																	
Q2-2015	63.24																	
Q3-2015	62.82																	

## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																																				
How much of our household waste requires other treatment (%) - UNVERIFIED (cumulative rolling average) CP05-P62ucP	<p><b>CP05-P62ucP How much of our household waste requires other treatment (%) - UNVERIFIED (cumulative rolling average) CP05-P62ucP</b></p> <table border="1"> <caption>Household Waste Requiring Other Treatment (%)</caption> <thead> <tr> <th>Quarter</th> <th>Quarters</th> <th>Target (Quarters)</th> <th>Family Group (previous yr) - Av.</th> <th>SBC (previous yr) - Av.</th> <th>Scotland (previous yr) - Av.</th> </tr> </thead> <tbody> <tr> <td>Q3 2014</td> <td>0.23</td> <td>10.00</td> <td>10.00</td> <td>2.50</td> <td>4.50</td> </tr> <tr> <td>Q4 2014</td> <td>0.25</td> <td>10.00</td> <td>10.00</td> <td>2.50</td> <td>4.50</td> </tr> <tr> <td>Q1 2015</td> <td>0.27</td> <td>12.50</td> <td>12.50</td> <td>2.50</td> <td>8.00</td> </tr> <tr> <td>Q2 2015</td> <td>0.30</td> <td>12.50</td> <td>12.50</td> <td>2.50</td> <td>8.00</td> </tr> <tr> <td>Q3 2015</td> <td>0.57</td> <td>12.50</td> <td>12.50</td> <td>2.50</td> <td>8.00</td> </tr> </tbody> </table>	Quarter	Quarters	Target (Quarters)	Family Group (previous yr) - Av.	SBC (previous yr) - Av.	Scotland (previous yr) - Av.	Q3 2014	0.23	10.00	10.00	2.50	4.50	Q4 2014	0.25	10.00	10.00	2.50	4.50	Q1 2015	0.27	12.50	12.50	2.50	8.00	Q2 2015	0.30	12.50	12.50	2.50	8.00	Q3 2015	0.57	12.50	12.50	2.50	8.00	0.57	<p><b>How are we performing:</b> As the majority of our non-recyclable waste is disposed of in landfill, the amount of household waste treated continues to be very low.</p> <p>A small increase has been seen this quarter which we believe to be related to global commodity market conditions demanding higher quality recyclates.</p> <p><b>Actions we are taking to improve/maintain performance:</b> The treated waste is composed of material sent to our recyclers which cannot then be recycled, and is sent to thermal treatment rather than landfill.</p> <p>We continue to work with householders and our suppliers to minimise these contamination levels.</p>	👍	🌍	Ross Sharp-Dent
Quarter	Quarters	Target (Quarters)	Family Group (previous yr) - Av.	SBC (previous yr) - Av.	Scotland (previous yr) - Av.																																					
Q3 2014	0.23	10.00	10.00	2.50	4.50																																					
Q4 2014	0.25	10.00	10.00	2.50	4.50																																					
Q1 2015	0.27	12.50	12.50	2.50	8.00																																					
Q2 2015	0.30	12.50	12.50	2.50	8.00																																					
Q3 2015	0.57	12.50	12.50	2.50	8.00																																					
How much of our waste do we recycle at Community Recycling Centres?	<p><b>CP05-P63P How much of our waste do we recycle at Community Recycling Centres?</b></p> <table border="1"> <caption>Waste Recycled at Community Recycling Centres (%)</caption> <thead> <tr> <th>Quarter</th> <th>Quarters</th> <th>Target (Quarters)</th> </tr> </thead> <tbody> <tr> <td>Q3 2014</td> <td>52.51</td> <td>52.51</td> </tr> <tr> <td>Q4 2014</td> <td>53.04</td> <td>53.04</td> </tr> <tr> <td>Q1 2015</td> <td>52.26</td> <td>52.26</td> </tr> <tr> <td>Q2 2015</td> <td>51.62</td> <td>51.62</td> </tr> <tr> <td>Q3 2015</td> <td>50.65</td> <td>50.65</td> </tr> </tbody> </table>	Quarter	Quarters	Target (Quarters)	Q3 2014	52.51	52.51	Q4 2014	53.04	53.04	Q1 2015	52.26	52.26	Q2 2015	51.62	51.62	Q3 2015	50.65	50.65	50.65	<p><b>How are we performing:</b> The recycling rate at community recycling centres has remained fairly constant over the last four quarters.</p> <p><b>Actions we are taking to improve/maintain performance:</b> We continue to encourage householders to split their waste into different streams at the Community Recycling Centres to maximise recycling.</p> <p>We are working on a redevelopment of Hawick Community Recycling Centre, and we opened Kelso Community Recycling Centre in May 2015.</p>	📊	🌍	Ross Sharp-Dent																		
Quarter	Quarters	Target (Quarters)																																								
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Q4 2014	53.04	53.04																																								
Q1 2015	52.26	52.26																																								
Q2 2015	51.62	51.62																																								
Q3 2015	50.65	50.65																																								



# DEVELOP OUR WORKFORCE HOW ARE WE DOING?



Modern Apprentice, Procurement, within Chief Executive's Department

## Work opportunities scheme Q3 2015/16

**0**  
Employability Fund Posts

**7**  
Student Placement

**40**  
Current Apprentices  
employed within SBC

## Where are our student placements?

- Social work – ICS
- SBCares – Catherine Elliot Centre x2
- Organisational development
- Social work – Criminal Justice
- Strategy & Policy – Housing Services
- Business Gateway

**29** Male **11** Female



Modern Apprentice, Fleet Management, Commercial Services

## Number of SBC active e-learners (cumulative)

**4620** Q3 2015/16



**SB Learn**  
Developing Our Workforce

## Average % of working days lost

**3.9%** Q3 2014/15

**4%** Q3 2015/16

# Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

## Corporate Priority 6: Develop our workforce

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																		
What % of working days are lost due to absence?	<p><b>CP06-P14P What % of working days are lost due to absence?</b></p> <table border="1"> <caption>CP06-P14P Data</caption> <thead> <tr> <th>Quarter</th> <th>Value (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>4%</td> <td>4%</td> </tr> <tr> <td>Q4 2014/15</td> <td>4%</td> <td>4%</td> </tr> <tr> <td>Q1 2015/16</td> <td>4%</td> <td>4%</td> </tr> <tr> <td>Q2 2015/16</td> <td>4%</td> <td>4%</td> </tr> <tr> <td>Q3 2015/16</td> <td>4%</td> <td>4%</td> </tr> </tbody> </table>	Quarter	Value (%)	Target (%)	Q3 2014/15	4%	4%	Q4 2014/15	4%	4%	Q1 2015/16	4%	4%	Q2 2015/16	4%	4%	Q3 2015/16	4%	4%	4%	<p><b>How are we performing:</b> SBC continues to meet its target in relation to working days lost due to sickness absence.</p> <p><b>Actions we are taking to improve/maintain performance:</b> Each Service, including SB Cares, continues to receive a monthly detailed report on absence rates in order that managers and HR advisors can work together to tackle areas where rates are higher than the target</p>			Clair Hepburn
Quarter	Value (%)	Target (%)																						
Q3 2014/15	4%	4%																						
Q4 2014/15	4%	4%																						
Q1 2015/16	4%	4%																						
Q2 2015/16	4%	4%																						
Q3 2015/16	4%	4%																						
How many of our employees are actively using SB Learn (our e-learning tool)? (cumulative)	<p><b>CP06-P11P How many of our employees are actively using SB Learn (our e-learning tool)? (cumulative)</b></p> <table border="1"> <caption>CP06-P11P Data</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>3,165</td> <td>4,620</td> </tr> <tr> <td>Q4 2014/15</td> <td>3,335</td> <td>4,620</td> </tr> <tr> <td>Q1 2015/16</td> <td>3,624</td> <td>4,620</td> </tr> <tr> <td>Q2 2015/16</td> <td>4,006</td> <td>4,620</td> </tr> <tr> <td>Q3 2015/16</td> <td>4,620</td> <td>4,620</td> </tr> </tbody> </table>	Quarter	Value	Target	Q3 2014/15	3,165	4,620	Q4 2014/15	3,335	4,620	Q1 2015/16	3,624	4,620	Q2 2015/16	4,006	4,620	Q3 2015/16	4,620	4,620	4,620	<p><b>How are we performing:</b> A combination of mandatory training modules and promotion of SB Learn as a key learning resources for continuous professional development are resulting in a high number of staff now using SB Learn on a regular basis</p> <p><b>Actions we are taking to improve/maintain our performance:</b> Ongoing promotion of SB Learn by line managers and through our HR service.</p>			Clair Hepburn
Quarter	Value	Target																						
Q3 2014/15	3,165	4,620																						
Q4 2014/15	3,335	4,620																						
Q1 2015/16	3,624	4,620																						
Q2 2015/16	4,006	4,620																						
Q3 2015/16	4,620	4,620																						

## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																								
How many people do we currently employ through our Work Opportunities Scheme? (CP06-P45P)	<p><b>CP06-P45P How many people do we currently employ through our Work Opportunities Scheme? (CP06-P45P)</b></p> <table border="1"> <caption>CP06-P45P Data</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>36</td> </tr> <tr> <td>Q4 2014/15</td> <td>38</td> </tr> <tr> <td>Q1 2015/16</td> <td>60</td> </tr> <tr> <td>Q2 2015/16</td> <td>60</td> </tr> <tr> <td>Q3 2015/16</td> <td>56</td> </tr> </tbody> </table>	Quarter	Value	Q3 2014/15	36	Q4 2014/15	38	Q1 2015/16	60	Q2 2015/16	60	Q3 2015/16	56	56	<p><b>Observations:</b> There are currently 56 opportunities being provided within SBC through the Work Opportunities Policy. A breakdown is provided below.</p> <p>(Note that the total of 56 includes the 6 employees who are employed through the Employment Support Scheme, which has remained at 6 for the last year, and is therefore not included in the graphs below)</p>			Cathie Fancy												
Quarter	Value																													
Q3 2014/15	36																													
Q4 2014/15	38																													
Q1 2015/16	60																													
Q2 2015/16	60																													
Q3 2015/16	56																													
How many posts do we currently have for young people that are paid for through the Skills Development Scotland "Employability Fund"? (CP06-P31P)	<p><b>Executive - Supported Employment excl. ESS</b></p> <table border="1"> <caption>Executive - Supported Employment excl. ESS Data</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>0</td> </tr> <tr> <td>Q4 2014/15</td> <td>25</td> </tr> <tr> <td>Q1 2015/16</td> <td>22</td> </tr> <tr> <td>Q2 2015/16</td> <td>38</td> </tr> <tr> <td>Q3 2015/16</td> <td>40</td> </tr> </tbody> </table>	Quarter	Value	Q3 2014/15	0	Q4 2014/15	25	Q1 2015/16	22	Q2 2015/16	38	Q3 2015/16	40	0	<p><b>Observations:</b> There have been no stage 3 placements required within SBC this financial year, however any contact made to SBC departments previously have been welcomed.</p>			Cathie Fancy												
Quarter	Value																													
Q3 2014/15	0																													
Q4 2014/15	25																													
Q1 2015/16	22																													
Q2 2015/16	38																													
Q3 2015/16	40																													
How many student placements do we currently have? (CP06-P32P)	<table border="1"> <caption>Student Placements Data</caption> <thead> <tr> <th>Quarter</th> <th>CP06-P31P</th> <th>CP06-P32P</th> <th>CP06-P37P</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>0</td> <td>5</td> <td>25</td> </tr> <tr> <td>Q4 2014/15</td> <td>5</td> <td>5</td> <td>22</td> </tr> <tr> <td>Q1 2015/16</td> <td>1</td> <td>22</td> <td>25</td> </tr> <tr> <td>Q2 2015/16</td> <td>0</td> <td>11</td> <td>38</td> </tr> <tr> <td>Q3 2015/16</td> <td>0</td> <td>7</td> <td>40</td> </tr> </tbody> </table>	Quarter	CP06-P31P	CP06-P32P	CP06-P37P	Q3 2014/15	0	5	25	Q4 2014/15	5	5	22	Q1 2015/16	1	22	25	Q2 2015/16	0	11	38	Q3 2015/16	0	7	40	7	<p><b>Observations:</b> There is a planned advert for student placements within SBC to be released in March and August focussing on Summer students and students requiring a placement as part of their studies. Evidence of all opportunities provided by SBC relies heavily on recruiting departments completing the Work Opportunities Appointment Request Form without this information a true account of the opportunities being provided will not be reported on.</p>			Cathie Fancy
Quarter	CP06-P31P	CP06-P32P	CP06-P37P																											
Q3 2014/15	0	5	25																											
Q4 2014/15	5	5	22																											
Q1 2015/16	1	22	25																											
Q2 2015/16	0	11	38																											
Q3 2015/16	0	7	40																											
How many apprentices do we currently employ?		40	<p><b>Observations:</b> There are currently 29 male and 11 female apprentices employed by SBC. There is a</p>			Cathie Fancy																								

## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

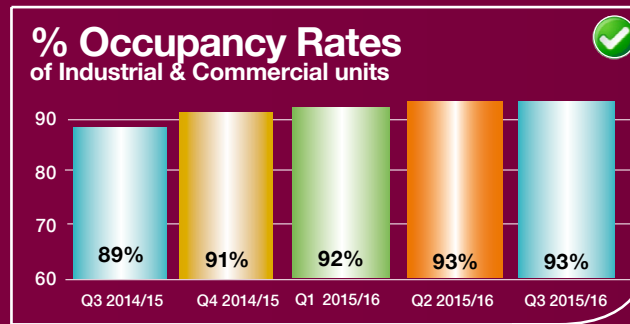
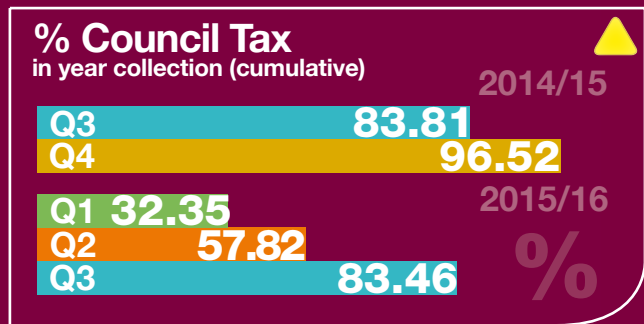
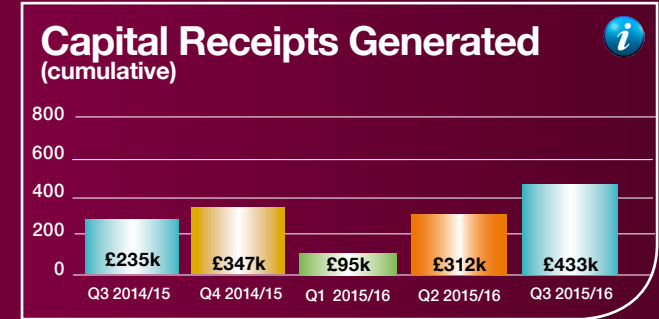
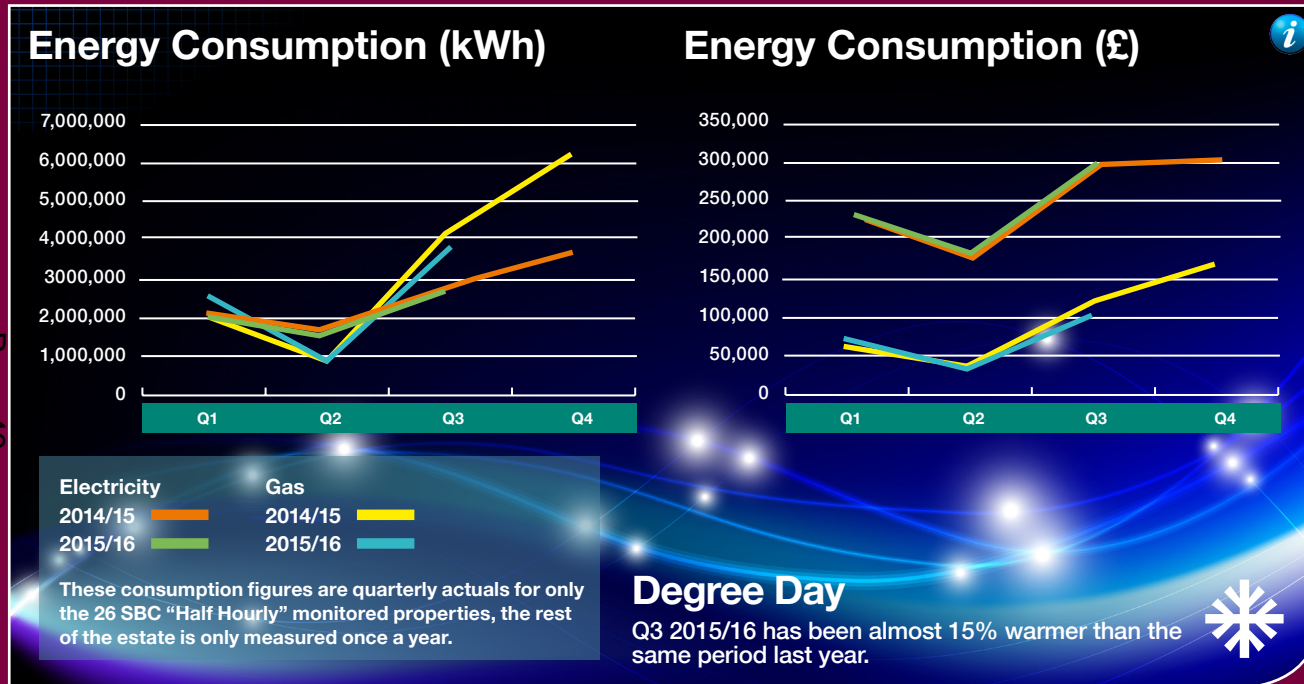
Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By												
(CP06-P37P)			procedure ongoing to identify numbers and types of apprenticeships SBC will offer during the next financial year.															
How many other work opportunities do we currently have? (CP06-P44P)	<p>CP06-P44P How many other work opportunities do we currently have? (CP06-P44P)</p> <table border="1"> <caption>Data for CP06-P44P</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Q1 2015/16</td> <td>9</td> <td>9</td> </tr> <tr> <td>Q2 2015/16</td> <td>5</td> <td>5</td> </tr> <tr> <td>Q3 2015/16</td> <td>3</td> <td>3</td> </tr> </tbody> </table>	Quarter	Value	Target	Q1 2015/16	9	9	Q2 2015/16	5	5	Q3 2015/16	3	3	3	<p><b>Observations:</b> We typically only receive the occasional request for short work experience placement or job tasters. SBC departments have been accommodating to this type of placement when approached.</p>			Cathie Fancy
Quarter	Value	Target																
Q1 2015/16	9	9																
Q2 2015/16	5	5																
Q3 2015/16	3	3																
<p>Percentage of staff with a registered Vectis card on the Scottish Borders Staff Benefits website</p> <p><b>NEW</b></p>	<p>CP06-P46 Percentage of staff with a registered Vectis card on the Scottish Borders Staff Benefits website</p> <table border="1"> <caption>Data for CP06-P46</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Q3 2015/16</td> <td>31%</td> <td>31%</td> </tr> </tbody> </table>	Quarter	Value	Target	Q3 2015/16	31%	31%	31%	<p><b>Observations:</b> Following the launch of the new employee benefit scheme there has been a positive response with 31% of employees with a discount card registering the card on the Scottish Borders Employee Benefit Scheme website.</p> <p>In addition to this the salary sacrifice scheme part of the employee benefits scheme has seen the following:</p> <ul style="list-style-type: none"> <li>Car Salary Sacrifice Scheme – 26 applications approved</li> <li>Technology Salary Sacrifice Scheme – 311 applications approved</li> </ul>	n/a		Clair Hepburn						
Quarter	Value	Target																
Q3 2015/16	31%	31%																



# DEVELOP OUR ASSETS AND RESOURCES

## HOW ARE WE DOING?

Page 49



Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Corporate Priority 7: Develop our assets and resources

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By
How much Council Tax is collected in a particular year?	<p><b>CP07-P07P How much Council Tax is collected in a particular year?</b></p>	83.46%	<p><b>How are we performing:</b> The collection rate is 0.35% lower than the same period last year.</p> <p><b>Actions we are taking to improve/maintain performance:</b> The gap between profile and actual continues to reflect increasing numbers of payers choosing 12 rather than 10 months. However it is an improving position due to the time of year and staff recruitment and training which has taken place over the last 3 months. Work is underway to dedicate staff resource to recovery work once Annual Billing is underway in mid-February. We are working closely with Sheriff Officers on an ongoing improvement campaign.</p>			Jenni Craig
What % of industrial & commercial properties, owned by the Council, are occupied?	<p><b>CP07-P06P What % of industrial &amp; commercial properties, owned by the Council, are occupied?</b></p>	93%	<p><b>How are we performing:</b> Premises include the additions of The Toll House, Jedburgh, and units at the Galashiels Transport Interchange.</p> <p><b>Actions we are taking to improve/maintain performance:</b> We continue to provide information and advice on industrial and commercial premises for all business enquirers.</p>			Bryan McGrath

## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																				
How much has the Council received for selling its fixed assets (e.g. buildings), shares or debt? (cumulative)	<p><b>CP07-P03P How much has the Council received for selling its fixed assets (e.g. buildings), shares or debt? (cumulative)</b></p> <table border="1"> <caption>CP07-P03P: Cumulative Revenue from Selling Fixed Assets</caption> <thead> <tr> <th>Quarter</th> <th>Revenue (£)</th> </tr> </thead> <tbody> <tr> <td>Q2 2014/15</td> <td>234,845.00</td> </tr> <tr> <td>Q4 2014/15</td> <td>347,360.00</td> </tr> <tr> <td>Q1 2015/16</td> <td>95,297.00</td> </tr> <tr> <td>Q2 2015/16</td> <td>311,574.00</td> </tr> <tr> <td>Q3 2015/16</td> <td>433,489.00</td> </tr> </tbody> </table>	Quarter	Revenue (£)	Q2 2014/15	234,845.00	Q4 2014/15	347,360.00	Q1 2015/16	95,297.00	Q2 2015/16	311,574.00	Q3 2015/16	433,489.00	£433,489.00	<p><b>How are we performing:</b> A total of three properties have been sold over the reporting quarter.</p> <p><b>Actions we are taking to improve/maintain performance:</b> There are signs that there is more interest in the market although recent disposals have been to purchasers from out with Scotland. The need to market properties extensively throughout the country is imperative. <a href="http://www.scotborders.gov.uk/sale_lets">http://www.scotborders.gov.uk/sale_lets</a></p>			Andrew Drummond-Hunt								
Quarter	Revenue (£)																									
Q2 2014/15	234,845.00																									
Q4 2014/15	347,360.00																									
Q1 2015/16	95,297.00																									
Q2 2015/16	311,574.00																									
Q3 2015/16	433,489.00																									
How many properties are no longer required? (CP07-P23P)	<p><b>Executive - Properties no longer required</b></p> <table border="1"> <caption>Executive - Properties no longer required</caption> <thead> <tr> <th>Quarter</th> <th>CP07-P23P</th> <th>CP07-P24P</th> <th>CP07-P25P</th> </tr> </thead> <tbody> <tr> <td>Q4 2014/15</td> <td>28</td> <td>18</td> <td>5</td> </tr> <tr> <td>Q1 2015/16</td> <td>26</td> <td>17</td> <td>6</td> </tr> <tr> <td>Q2 2015/16</td> <td>28</td> <td>18</td> <td>9</td> </tr> <tr> <td>Q3 2015/16</td> <td>28</td> <td>21</td> <td>11</td> </tr> </tbody> </table>	Quarter	CP07-P23P	CP07-P24P	CP07-P25P	Q4 2014/15	28	18	5	Q1 2015/16	26	17	6	Q2 2015/16	28	18	9	Q3 2015/16	28	21	11	28	<p><b>How are we performing:</b> Three surplus properties are still on offer to community groups, two instructions are about to go to the selling agents for marketing and a further two are awaiting title clarity.</p>			Andrew Drummond-Hunt
Quarter		CP07-P23P	CP07-P24P	CP07-P25P																						
Q4 2014/15		28	18	5																						
Q1 2015/16	26	17	6																							
Q2 2015/16	28	18	9																							
Q3 2015/16	28	21	11																							
How many properties are advertised for sale? (CP07-P24P)	21	<p>Of the ten currently being advertised/marketed four are subject to closing dates in January/February, a number of the remainder are subject to expressions of interest which could result in closing dates being set.</p>			Andrew Drummond-Hunt																					
How many properties are under offer? (CP07-P25P)	11	<p>Of the properties under offer six are due to settle before the end of the financial year. Some of the remainder have long stop dates for conclusion linked to planning consents.</p> <p><b>Actions we are taking to improve/maintain performance:</b> We continue to review the asset base with a view to bringing surplus properties to the market. Discussions and negotiations are ongoing with potential purchasers.</p>			Andrew Drummond-Hunt																					

## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																				
How much does the Council spend on electricity?	<p><b>CP07-P17aP How much does the Council spend on electricity? - Quarterly</b></p> <table border="1"> <caption>CP07-P17aP: Council spend on electricity (Quarterly)</caption> <thead> <tr> <th>Quarter</th> <th>2013/14</th> <th>2014/15</th> <th>2015/16</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>~£240,000</td> <td>~£230,000</td> <td>~£225,000</td> </tr> <tr> <td>Q2</td> <td>~£180,000</td> <td>~£185,000</td> <td>~£190,000</td> </tr> <tr> <td>Q3</td> <td>~£295,000</td> <td>~£290,000</td> <td>~£295,000</td> </tr> <tr> <td>Q4</td> <td>~£305,000</td> <td>~£295,000</td> <td>~£295,000</td> </tr> </tbody> </table>	Quarter	2013/14	2014/15	2015/16	Q1	~£240,000	~£230,000	~£225,000	Q2	~£180,000	~£185,000	~£190,000	Q3	~£295,000	~£290,000	~£295,000	Q4	~£305,000	~£295,000	~£295,000	£299,982	<p><b>How are we performing:</b> As can be seen from the data electricity consumption in Q3 15/16 compared to the same period the previous year has reduced by around 5%, unfortunately the cost of electricity has risen due to an increase in unit charge.</p> <p>The consumption for gas Q3 15/16 compared to the same period the previous year has reduced by around 10% whilst associated costs have reduced by 3%.</p> <p>These factors are largely due to the extremely mild weather experienced in this Quarter period.</p>			Andrew Drummond-Hunt
Quarter	2013/14	2014/15	2015/16																							
Q1	~£240,000	~£230,000	~£225,000																							
Q2	~£180,000	~£185,000	~£190,000																							
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How much electricity in kilowatt hours does the Council use?	<p><b>CP07-P17P How much electricity in kilowatt hours does the Council use? - Quarterly</b></p> <table border="1"> <caption>CP07-P17P: Council electricity use (Quarterly)</caption> <thead> <tr> <th>Quarter</th> <th>2013/14</th> <th>2014/15</th> <th>2015/16</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>~2,400,000</td> <td>~2,100,000</td> <td>~2,000,000</td> </tr> <tr> <td>Q2</td> <td>~1,700,000</td> <td>~1,600,000</td> <td>~1,550,000</td> </tr> <tr> <td>Q3</td> <td>~2,950,000</td> <td>~2,800,000</td> <td>~2,650,000</td> </tr> <tr> <td>Q4</td> <td>~3,400,000</td> <td>~3,500,000</td> <td>~3,500,000</td> </tr> </tbody> </table>	Quarter	2013/14	2014/15	2015/16	Q1	~2,400,000	~2,100,000	~2,000,000	Q2	~1,700,000	~1,600,000	~1,550,000	Q3	~2,950,000	~2,800,000	~2,650,000	Q4	~3,400,000	~3,500,000	~3,500,000	2,639,327	<p>Reviewing Degree Day Data, the period was almost 15% warmer than the same period last year.</p> <p>Due to these reductions the total energy consumed and costs incurred for the first three quarters of 15/16 compared to 14/15 are almost equal.</p> <p><b>Actions we are taking to improve/maintain performance:</b> The cost increases, despite consumption</p>			Andrew Drummond-Hunt
Quarter	2013/14	2014/15	2015/16																							
Q1	~2,400,000	~2,100,000	~2,000,000																							
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## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																				
How much does the Council spend on gas?	<p><b>CP07-P18aP How much does the Council spend on gas? - Quarterly</b></p> <table border="1"> <caption>CP07-P18aP Quarterly Gas Spend (£)</caption> <thead> <tr> <th>Quarter</th> <th>2013/14</th> <th>2014/15</th> <th>2015/16</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>~80,000</td> <td>~70,000</td> <td>~75,000</td> </tr> <tr> <td>Q2</td> <td>~40,000</td> <td>~45,000</td> <td>~45,000</td> </tr> <tr> <td>Q3</td> <td>~100,000</td> <td>~125,000</td> <td>~110,000</td> </tr> <tr> <td>Q4</td> <td>~125,000</td> <td>~150,000</td> <td>~170,000</td> </tr> </tbody> </table>	Quarter	2013/14	2014/15	2015/16	Q1	~80,000	~70,000	~75,000	Q2	~40,000	~45,000	~45,000	Q3	~100,000	~125,000	~110,000	Q4	~125,000	~150,000	~170,000	£106,023	<p>reductions, highlight the need for efforts to continue to increase efficiency across the council to drive down associated energy consumption and costs.</p> <p>Scottish Procurement (a part of the Scottish Government) pre-buy electricity and gas on behalf of Scottish local authorities, and the timing and the quantity determines the price we pay per unit of raw energy and may not reflect real time changes seen in the domestic marketplace. Secondly, the utility prices we pay are also directly affected by the distribution and transmission costs which have been increasing recently, and are anticipated to continue rising.</p>			Andrew Drummond-Hunt
Quarter	2013/14	2014/15	2015/16																							
Q1	~80,000	~70,000	~75,000																							
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How much gas in kilowatt hours does the Council use?	<p><b>CP07-P18P How much gas in kilowatt hours does the Council use? - Quarterly</b></p> <table border="1"> <caption>CP07-P18P Quarterly Gas Usage (kWh)</caption> <thead> <tr> <th>Quarter</th> <th>2013/14</th> <th>2014/15</th> <th>2015/16</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>~2,400,000</td> <td>~2,000,000</td> <td>~2,500,000</td> </tr> <tr> <td>Q2</td> <td>~800,000</td> <td>~900,000</td> <td>~900,000</td> </tr> <tr> <td>Q3</td> <td>~3,200,000</td> <td>~4,300,000</td> <td>~3,800,000</td> </tr> <tr> <td>Q4</td> <td>~4,100,000</td> <td>~6,000,000</td> <td>~6,000,000</td> </tr> </tbody> </table>	Quarter	2013/14	2014/15	2015/16	Q1	~2,400,000	~2,000,000	~2,500,000	Q2	~800,000	~900,000	~900,000	Q3	~3,200,000	~4,300,000	~3,800,000	Q4	~4,100,000	~6,000,000	~6,000,000	3,867,106	<p>which have been increasing recently, and are anticipated to continue rising.</p>			Andrew Drummond-Hunt
Quarter	2013/14	2014/15	2015/16																							
Q1	~2,400,000	~2,000,000	~2,500,000																							
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Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																				
How many of our capital projects are currently on track? (CP07-P49P)	<p><b>Executive - Capital Projects</b></p> <table border="1"> <caption>Executive - Capital Projects Data</caption> <thead> <tr> <th>Quarter</th> <th>CP07-P49P (On Track)</th> <th>CP07-P50P (Just Off Track)</th> <th>CP07-P51P (Not On Track)</th> </tr> </thead> <tbody> <tr> <td>Q4 2014/15</td> <td>101</td> <td>18</td> <td>1</td> </tr> <tr> <td>Q1 2015/16</td> <td>101</td> <td>11</td> <td>1</td> </tr> <tr> <td>Q2 2015/16</td> <td>102</td> <td>14</td> <td>2</td> </tr> <tr> <td>Q3 2015/16</td> <td>107</td> <td>13</td> <td>2</td> </tr> </tbody> </table>	Quarter	CP07-P49P (On Track)	CP07-P50P (Just Off Track)	CP07-P51P (Not On Track)	Q4 2014/15	101	18	1	Q1 2015/16	101	11	1	Q2 2015/16	102	14	2	Q3 2015/16	107	13	2	107	<p><b>How are we performing:</b> Of the 125 capital projects, two (Peebles 3G Pitch and Hawick 3G Pitch) have a “red” status.</p> <p><b>Actions we are taking to improve/maintain performance:</b> A Capital Plan tracker is presented to Corporate Management Team and to the Executive Committee on a regular basis.</p> <p>In relation to Peebles &amp; Hawick 3G pitches they both have outstanding planning decisions, plus the Hawick pitch requires a budget increase to be agreed through the financial planning process in February 2016.</p>			Steven Renwick; Paul Frankland; Ray Cherry; Ewan Doyle
Quarter		CP07-P49P (On Track)	CP07-P50P (Just Off Track)	CP07-P51P (Not On Track)																						
Q4 2014/15		101	18	1																						
Q1 2015/16	101	11	1																							
Q2 2015/16	102	14	2																							
Q3 2015/16	107	13	2																							
How many of our capital projects are currently just off track? (CP07-P50P)	13					Steven Renwick; Paul Frankland; Ray Cherry; Ewan Doyle																				
How many of our capital projects are currently not on track? (CP07-P51P)	2					Steven Renwick; Paul Frankland; Ray Cherry; Ewan Doyle																				
Total Number of Contracts Awarded with Community Benefit Clauses (CBC) included	<p><b>CP07-P55P Total Number of Contracts Awarded with Community Benefit Clauses (CBC) included</b></p> <table border="1"> <caption>CP07-P55P Total Number of Contracts Awarded with CBCs</caption> <thead> <tr> <th>Quarter</th> <th>Actual (Quarters)</th> <th>Target (Quarters)</th> </tr> </thead> <tbody> <tr> <td>Q4 2014/15</td> <td>12</td> <td>12</td> </tr> <tr> <td>Q1 2015/16</td> <td>14</td> <td>14</td> </tr> <tr> <td>Q2 2015/16</td> <td>5</td> <td>5</td> </tr> <tr> <td>Q3 2015/16</td> <td>5</td> <td>5</td> </tr> </tbody> </table>	Quarter	Actual (Quarters)	Target (Quarters)	Q4 2014/15	12	12	Q1 2015/16	14	14	Q2 2015/16	5	5	Q3 2015/16	5	5	5	<p><b>How are we performing:</b> The number of contracts awarded containing community benefit clauses (CBC) continues to be encouraging.</p> <p>The following are examples of projects due to commence during 2016, all containing added value through CBCs;</p> <ul style="list-style-type: none"> <li>•Broomlands and Langlee Primary Schools</li> <li>•Complex Needs Unit Earlston</li> <li>•Waverley Care Home</li> <li>•Kelso High School</li> <li>•Duns Primary School</li> <li>•Wilton Lodge Park</li> <li>•3G Sports Pitches</li> <li>•Great Tapestry Building</li> </ul> <p><b>Actions we are taking to improve/maintain performance:</b></p>	n/a		Kathryn Dickson; Shona Smith					
Quarter	Actual (Quarters)	Target (Quarters)																								
Q4 2014/15	12	12																								
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Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By															
			<p>Each contract opportunity is fully considered for added value.</p> <p>It should be noted that the number of the contracts awarded and start dates of those contracts will be subject to natural variation dependant on the timing of contract award, scope and scale of contract opportunities from the Council. It is therefore not possible to trend this indicator on a short term basis.</p>																		
<p>Number of new Employment and Skills opportunities delivered as a result of Community Benefit Clauses (CBC)</p> <p>CP07-P59P</p>	<p>CP07-P59P Number of new Employment and Skills opportunities delivered as a result of Community Benefit Clauses (CBC)</p> <table border="1"> <caption>CP07-P59P Number of new Employment and Skills opportunities delivered as a result of Community Benefit Clauses (CBC)</caption> <thead> <tr> <th>Quarter</th> <th>Quarters</th> <th>Target (Quarters)</th> </tr> </thead> <tbody> <tr> <td>Q4 2014/15</td> <td>19</td> <td>3</td> </tr> <tr> <td>Q1 2015/16</td> <td>9</td> <td>3</td> </tr> <tr> <td>Q2 2015/16</td> <td>5</td> <td>3</td> </tr> <tr> <td>Q3 2015/16</td> <td>3</td> <td>3</td> </tr> </tbody> </table>	Quarter	Quarters	Target (Quarters)	Q4 2014/15	19	3	Q1 2015/16	9	3	Q2 2015/16	5	3	Q3 2015/16	3	3	3	<p><b>How are we performing:</b></p> <p>During this period Selkirk Flood Protection Scheme continued to build on the local employment opportunities previously reported, along with further opportunities through the Selkirk 2G pitch and the Tyre contract with a local supplier.</p> <p>A young unemployed person undertook a work experience opportunity at the 2G Sports Pitch Project in Selkirk and through the benefit achieved by that short term placement has subsequently been offered full time employment with a local sub-contractor working on the Selkirk Flood Protection Scheme. This connectivity across contracts creates access to opportunities that may well not have been previously possible. This example clearly demonstrates the ambition and value of the Adding Value to Communities Policy.</p> <p>The contracts noted above and due for delivery during 2016 are expected to deliver in excess of 50 new employment and skills opportunities across new start jobs, apprenticeships and work placements.</p> <p>Community groups in Selkirk continue to benefit</p>	n/a		Kathryn Dickson; Shona Smith
Quarter	Quarters	Target (Quarters)																			
Q4 2014/15	19	3																			
Q1 2015/16	9	3																			
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Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By
			<p>from the Selkirk Flood Protection Scheme, not least through the exceptional support provided during the recent period of flooding. Other community engagement and benefits beyond employment include;</p> <ul style="list-style-type: none"> <li>•a financial contribution to Etrick Forrest Archers,</li> <li>•Providing a perimeter fence at the Haining in Selkirk</li> <li>•Materials for the construction of a community garden at Selkirk High School.</li> </ul> <p><b>Actions we are taking to improve/maintain performance:</b> Monitoring of all contracted community benefit clause is in place to ensure delivery is achieved.</p>			



# ENSURE EXCELLENT, ADAPTABLE, COLLABORATIVE AND ACCESSIBLE PUBLIC SERVICES

## HOW ARE WE DOING?

### Interactions Q3 2015/16

logged through our Customer Relationship Management system

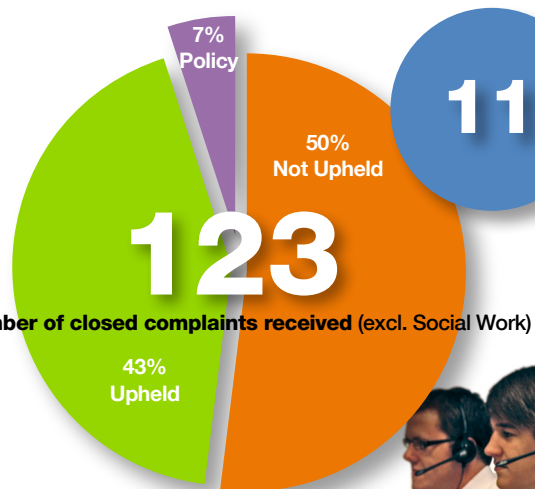
**14,644**  
face to face interactions

**23,639**  
voice interactions

Click before you call

[www.scotborders.gov.uk](http://www.scotborders.gov.uk)

### Complaints Q3 2015/16



**11**  
Number of Social Work complaints received

% justified Vs unjustified of all closed complaints



### Case Study

A customer contacted Customer Services to book an appointment to register the death of a family member. They complained because they had to wait in a queue for their call to be answered which was not acceptable at such a difficult time for them.

As a result of this complaint we have worked closely with two local Funeral Directors to develop an online booking system. The Funeral Director can advise the customer during their first meeting that they can book the appointment for them to register the death. They complete an online booking form which provides Customer Services with the name of the person who will be attending the appointment, the name of the person who has passed away and the preferred date/time/office for the appointment.

An appointment is booked by Customer Services and a response issued to the Funeral Director to advise the details and they confirm this with the customer. This booking system is being rolled out to all Funeral Directors in the Scottish Borders, and makes the process less stressful for the customer as they no longer need to make contact with Customer Services directly.

### FOI Q3 2015/16

Freedom Of Information Requests received

**256**

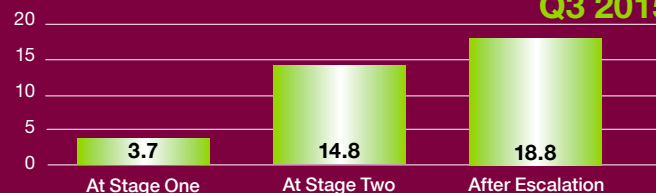
% completed on time

**96%**

### Average Time

(in working days) to respond to complaints

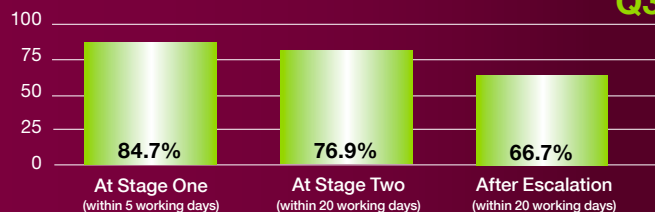
Q3 2015/16



### Performance against timescales

the number of complaints closed as a % of the total number


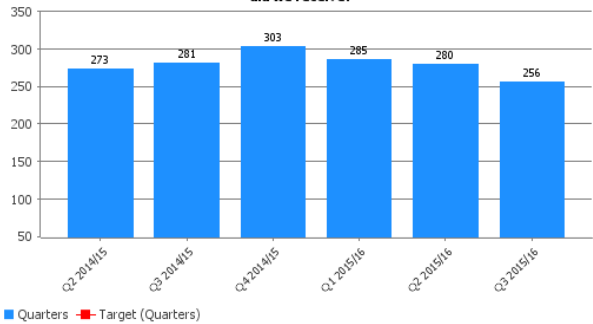

Q3 2015/16



**Corporate Priority 8: Ensure excellent, adaptable, collaborative and accessible public services**

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																		
How many transactions were logged as handled by Customer Services staff?	<p><b>CP08-P066P How many transactions were logged as handled by Customer Services staff?</b></p> <table border="1"> <caption>CP08-P066P Data</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>39,821</td> </tr> <tr> <td>Q4 2014/15</td> <td>45,690</td> </tr> <tr> <td>Q1 2015/16</td> <td>44,873</td> </tr> <tr> <td>Q2 2015/16</td> <td>44,338</td> </tr> <tr> <td>Q3 2015/16</td> <td>39,450</td> </tr> </tbody> </table> <p>■ Quarters ■ Target (Quarters)</p>	Quarter	Value	Q3 2014/15	39,821	Q4 2014/15	45,690	Q1 2015/16	44,873	Q2 2015/16	44,338	Q3 2015/16	39,450	39,450	<p><b>How we are performing:</b> There has been a 3.87% decrease in the number of interactions for Quarter 3 compared to the same period last year, with slight decreases in Email, F2F, Mail and Voice interactions and a slight increase in Web transactions.</p> <p><b>Actions we are taking to improve/maintain performance:</b> We actively promote the website and the Customer Services 0300 100 1800 line and are continually working to increase the number of services delivered digitally and to encourage self service. This includes progressing the introduction of an authenticated Customer Portal which will integrate with the Customer Relationship Management (CRM) system and the IS MyAccount interface. A new fault reporting project has also been established and this will include the development of on-line processes that integrate to CRM and back office systems.</p>	n/a		Les Grant						
Quarter	Value																							
Q3 2014/15	39,821																							
Q4 2014/15	45,690																							
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How many people were logged as coming into our Contact Centres to deal with our Customer Services staff face to face? (CP08-P63P)	<p><b>Exec - Customer Services Interactions logged on CRM</b></p> <table border="1"> <caption>Exec - Customer Services Interactions Data</caption> <thead> <tr> <th>Quarter</th> <th>CP08-P063P</th> <th>CP08-P065P</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>16,113</td> <td>23,708</td> </tr> <tr> <td>Q4 2014/15</td> <td>18,753</td> <td>26,937</td> </tr> <tr> <td>Q1 2015/16</td> <td>18,329</td> <td>25,540</td> </tr> <tr> <td>Q2 2015/16</td> <td>18,267</td> <td>24,897</td> </tr> <tr> <td>Q3 2015/16</td> <td>14,644</td> <td>23,639</td> </tr> </tbody> </table> <p>■ CP08-P063P ■ CP08-P065P</p>	Quarter	CP08-P063P	CP08-P065P	Q3 2014/15	16,113	23,708	Q4 2014/15	18,753	26,937	Q1 2015/16	18,329	25,540	Q2 2015/16	18,267	24,897	Q3 2015/16	14,644	23,639	14,644	<p><b>Observations:</b> There has been a decrease of 1469 (9.1%) face-to-face interactions compared to Quarter 3 of 2015/16.</p> <p><b>Actions we are taking to improve/maintain performance:</b> We are continuing to promote the Customer Relationship Management (CRM) system corporately and work on training new starts and existing staff is ongoing.</p>	n/a		Les Grant
Quarter	CP08-P063P	CP08-P065P																						
Q3 2014/15	16,113	23,708																						
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Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By														
How many people were logged as contacting our Contact Centres by phone? (CP08-P65P)	See chart above	23,639	<p><b>Observations:</b> Although overall the number of voice interactions for the year have reduced, the number of voice interactions in Quarter 3 mirror the same period last year with only a 0.3% reduction,</p> <p><b>Actions we are taking to improve/maintain performance:</b> We actively use media campaigns to promote our services and the Customer Services 0300 100 1800 line. We continue to promote the Customer Relationship Management (CRM) system corporately. Work on training new starts and existing staff is ongoing.</p>	n/a		Les Grant														
How many requests for information, under the Freedom of Information Act, did we receive?	<p>CP08-P053P How many requests for information, under the Freedom of Information Act, did we receive?</p>  <table border="1"> <caption>CP08-P053P: Requests for information under the Freedom of Information Act</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q2 2014/15</td> <td>273</td> </tr> <tr> <td>Q3 2014/15</td> <td>281</td> </tr> <tr> <td>Q4 2014/15</td> <td>303</td> </tr> <tr> <td>Q1 2015/16</td> <td>285</td> </tr> <tr> <td>Q2 2015/16</td> <td>260</td> </tr> <tr> <td>Q3 2015/16</td> <td>256</td> </tr> </tbody> </table>	Quarter	Value	Q2 2014/15	273	Q3 2014/15	281	Q4 2014/15	303	Q1 2015/16	285	Q2 2015/16	260	Q3 2015/16	256	256	<p><b>Observations:</b> The number of FOIs received has reduced over the last few quarters and is slightly lower than it was at the same time last year.</p>	n/a		Nuala McKinlay
Quarter	Value																			
Q2 2014/15	273																			
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## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By														
What percentage of requests for information received, under the Freedom of Information Act, did we complete on time?	<p><b>CP08-P054P What percentage of requests for information received, under the Freedom of Information Act, did we complete on time?</b></p> <table border="1"> <caption>Data for CP08-P054P</caption> <thead> <tr> <th>Quarter</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Q2-2014/15</td> <td>86%</td> </tr> <tr> <td>Q3-2014/15</td> <td>91%</td> </tr> <tr> <td>Q4-2014/15</td> <td>96%</td> </tr> <tr> <td>Q1-2015/16</td> <td>92%</td> </tr> <tr> <td>Q2-2015/16</td> <td>91%</td> </tr> <tr> <td>Q3-2015/16</td> <td>96%</td> </tr> </tbody> </table>	Quarter	Percentage	Q2-2014/15	86%	Q3-2014/15	91%	Q4-2014/15	96%	Q1-2015/16	92%	Q2-2015/16	91%	Q3-2015/16	96%	96%	<p><b>How are we performing:</b> On average 96% of requests were responded to on time in Q3, an improvement since last quarter and the same time last year.</p> <p><b>Actions we are taking to improve/maintain performance:</b> The Information Team continues to work closely with services to ensure timely returns of information relating to FOIs.</p>			Nuala McKinlay
Quarter	Percentage																			
Q2-2014/15	86%																			
Q3-2014/15	91%																			
Q4-2014/15	96%																			
Q1-2015/16	92%																			
Q2-2015/16	91%																			
Q3-2015/16	96%																			
How many complaints were received by our Social Work service?	<p><b>CP08-P030P How many complaints were received by our Social Work service?</b></p> <table border="1"> <caption>Data for CP08-P030P</caption> <thead> <tr> <th>Quarter</th> <th>Number of Complaints</th> </tr> </thead> <tbody> <tr> <td>Q3-2014/15</td> <td>23</td> </tr> <tr> <td>Q4-2014/15</td> <td>10</td> </tr> <tr> <td>Q1-2015/16</td> <td>13</td> </tr> <tr> <td>Q2-2015/16</td> <td>26</td> </tr> <tr> <td>Q3-2015/16</td> <td>11</td> </tr> </tbody> </table>	Quarter	Number of Complaints	Q3-2014/15	23	Q4-2014/15	10	Q1-2015/16	13	Q2-2015/16	26	Q3-2015/16	11	11	<p><b>Observations</b> Q3 2015/16 has seen half the number of complaints in comparison to the same time period over the past 2 years.</p> <p>One complaint this quarter was for the ALEO and is being dealt with in accordance with the SW procedure.</p> <p>Due to the lower volume of complaints where are no specific trends being identified</p>			Sylvia Mendham		
Quarter	Number of Complaints																			
Q3-2014/15	23																			
Q4-2014/15	10																			
Q1-2015/16	13																			
Q2-2015/16	26																			
Q3-2015/16	11																			

## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By												
How many complaints did we investigate to completion?	<p><b>CP08-P010P How many complaints did we investigate to completion?</b></p> <table border="1"> <caption>CP08-P010P Data</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>167</td> </tr> <tr> <td>Q4 2014/15</td> <td>147</td> </tr> <tr> <td>Q1 2015/16</td> <td>137</td> </tr> <tr> <td>Q2 2015/16</td> <td>172</td> </tr> <tr> <td>Q3 2015/16</td> <td>123</td> </tr> </tbody> </table>	Quarter	Value	Q3 2014/15	167	Q4 2014/15	147	Q1 2015/16	137	Q2 2015/16	172	Q3 2015/16	123	123	<p><b>How are we performing:</b> In Q3, we closed a total of 123 complaints. This is the lowest quarterly figure recorded since 2013. The majority of these (38%) were classified as "failure to deliver service", followed by "other" (31%) - a similar pattern to the previous quarter.</p> <p><b>Actions we are taking to improve/maintain performance:</b> We continue to attend Complaint Handlers Meetings regularly and to provide internal training where necessary. Complaints are monitored and procedures/processes are improved or altered where possible to continuously achieve a better level of Customer Service. For example we have just created a new process for registering a death following a recent complaint (please see Customer Services Case Study for Q3 on Corporate Priority 8 Cover Page).</p>			Les Grant
Quarter	Value																	
Q3 2014/15	167																	
Q4 2014/15	147																	
Q1 2015/16	137																	
Q2 2015/16	172																	
Q3 2015/16	123																	
How long in working days does it take on average to respond to a complaint at stage one?	<p><b>SP50-04aP How long in working days does it take on average to respond to a complaint at stage one?</b></p> <table border="1"> <caption>SP50-04aP Data</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>4.2</td> </tr> <tr> <td>Q4 2014/15</td> <td>3.7</td> </tr> <tr> <td>Q1 2015/16</td> <td>4.1</td> </tr> <tr> <td>Q2 2015/16</td> <td>4</td> </tr> <tr> <td>Q3 2015/16</td> <td>3.7</td> </tr> </tbody> </table>	Quarter	Value	Q3 2014/15	4.2	Q4 2014/15	3.7	Q1 2015/16	4.1	Q2 2015/16	4	Q3 2015/16	3.7	3.7	<p><b>How are we performing:</b> There has been a slight decrease in the average number of days taken to respond to complaints at stage one for the same quarter last year. Average time in working days to respond to complaints at stage one per department:</p> <p>Chief Executive - <b>3.8</b> days People - <b>5.8</b> days Place - <b>3.5</b> days</p> <p><b>Actions we are taking to improve/maintain performance:</b> We use the Customer Relationship Management System to manage complaints within the allocated timescales. We also provide refresher training where necessary.</p>			Les Grant
Quarter	Value																	
Q3 2014/15	4.2																	
Q4 2014/15	3.7																	
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Q2 2015/16	4																	
Q3 2015/16	3.7																	

## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By												
How long in working days does it take on average to respond to a complaint at stage two?	<p><b>SP50-04bP</b> How long in working days does it take on average to respond to a complaint at stage two?</p> <table border="1"> <caption>SP50-04bP Data</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q3-2014/15</td> <td>16.4</td> </tr> <tr> <td>Q4-2014/15</td> <td>15.9</td> </tr> <tr> <td>Q1-2015/16</td> <td>18.1</td> </tr> <tr> <td>Q2-2015/16</td> <td>18.3</td> </tr> <tr> <td>Q3-2015/16</td> <td>14.8</td> </tr> </tbody> </table>	Quarter	Value	Q3-2014/15	16.4	Q4-2014/15	15.9	Q1-2015/16	18.1	Q2-2015/16	18.3	Q3-2015/16	14.8	14.8	<p><b>How are we performing:</b> There has been a decrease in the average number of days taken to respond to complaints at stage two for the same quarter last year.</p> <p>Average time in working days to respond to complaints at stage two per department:</p> <p>Chief Executive - <b>21</b> days People - <b>12.3</b> days Place - <b>16.8</b> days</p> <p><b>Actions we are taking to improve/maintain performance:</b> We use the Customer Relationship Management System to manage complaints within the allocated timescales. We also provide refresher training where necessary.</p>			Les Grant
Quarter	Value																	
Q3-2014/15	16.4																	
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How long in working days does it take on average to respond to a complaint that has been escalated?	<p><b>SP50-04cP</b> How long in working days does it take on average to respond to a complaint that has been escalated?</p> <table border="1"> <caption>SP50-04cP Data</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q3-2014/15</td> <td>12</td> </tr> <tr> <td>Q4-2014/15</td> <td>20.1</td> </tr> <tr> <td>Q1-2015/16</td> <td>15.5</td> </tr> <tr> <td>Q2-2015/16</td> <td>10.8</td> </tr> <tr> <td>Q3-2015/16</td> <td>18.8</td> </tr> </tbody> </table>	Quarter	Value	Q3-2014/15	12	Q4-2014/15	20.1	Q1-2015/16	15.5	Q2-2015/16	10.8	Q3-2015/16	18.8	18.8	<p><b>How are we performing:</b> There were 12 stage two complaints that were escalated, all of which were within the Place department.</p> <p><b>Actions we are taking to improve/maintain performance:</b> We use the Customer Relationship Management System to manage complaints within the allocated timescales. We also provide refresher training where necessary.</p>			Les Grant
Quarter	Value																	
Q3-2014/15	12																	
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## Appendix 1: Scottish Borders Council Executive Committee – Quarterly Public Performance Report, February 2016 (Q3 2015/16)

Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By												
How many complaints at stage one are closed within five working days (as a percentage of all stage one complaints)?	<p><b>SP50-05aP How many complaints at stage one are closed within five working days (as a percentage of all stage one complaints)?</b></p> <table border="1"> <caption>Data for SP50-05aP</caption> <thead> <tr> <th>Quarter</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>86.8%</td> </tr> <tr> <td>Q4 2014/15</td> <td>85.7%</td> </tr> <tr> <td>Q1 2015/16</td> <td>85.3%</td> </tr> <tr> <td>Q2 2015/16</td> <td>85.4%</td> </tr> <tr> <td>Q3 2015/16</td> <td>84.7%</td> </tr> </tbody> </table>	Quarter	Percentage	Q3 2014/15	86.8%	Q4 2014/15	85.7%	Q1 2015/16	85.3%	Q2 2015/16	85.4%	Q3 2015/16	84.7%	84.7%	<p><b>How are we performing:</b> There has been a decrease of 2.1% in comparison to the same quarter last year, however overall the figure has remained fairly consistent since then.</p> <p><b>Actions we are taking to improve/maintain performance:</b> We use the Customer Relationship Management System to manage complaints within the allocated timescales. We also provide refresher training where necessary.</p>			Les Grant
Quarter	Percentage																	
Q3 2014/15	86.8%																	
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How many complaints at stage two are closed within 20 working days (as a percentage of all stage two complaints)?	<p><b>SP50-05bP How many complaints at stage two are closed within 20 working days (as a percentage of all stage two complaints)?</b></p> <table border="1"> <caption>Data for SP50-05bP</caption> <thead> <tr> <th>Quarter</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>87%</td> </tr> <tr> <td>Q4 2014/15</td> <td>75%</td> </tr> <tr> <td>Q1 2015/16</td> <td>82.6%</td> </tr> <tr> <td>Q2 2015/16</td> <td>64.3%</td> </tr> <tr> <td>Q3 2015/16</td> <td>76.9%</td> </tr> </tbody> </table>	Quarter	Percentage	Q3 2014/15	87%	Q4 2014/15	75%	Q1 2015/16	82.6%	Q2 2015/16	64.3%	Q3 2015/16	76.9%	76.9%	<p><b>How are we performing:</b> There has been a decrease of 10.1% in comparison to the same period last year.</p> <p><b>Actions we are taking to improve/maintain performance:</b> We use the Customer Relationship Management System to manage complaints within the allocated timescales. We also provide refresher training where necessary.</p>			Les Grant
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Short Name	Trend Chart	Current Value	Commentary	Long Term Trend	Status against Target	Managed By																		
How many escalated complaints are closed within 20 working days (as a percentage of all escalated complaints)?	<p>SP50-05cP How many escalated complaints are closed within 20 working days (as a percentage of all escalated complaints)?</p> <table border="1"> <caption>Data for SP50-05cP Trend Chart</caption> <thead> <tr> <th>Quarter</th> <th>Percentage of Escalated Complaints Closed</th> <th>Target (Quarters)</th> </tr> </thead> <tbody> <tr> <td>Q3 2014/15</td> <td>75%</td> <td>100%</td> </tr> <tr> <td>Q4 2014/15</td> <td>25%</td> <td>100%</td> </tr> <tr> <td>Q1 2015/16</td> <td>100%</td> <td>100%</td> </tr> <tr> <td>Q2 2015/16</td> <td>100%</td> <td>100%</td> </tr> <tr> <td>Q3 2015/16</td> <td>66.7%</td> <td>100%</td> </tr> </tbody> </table>	Quarter	Percentage of Escalated Complaints Closed	Target (Quarters)	Q3 2014/15	75%	100%	Q4 2014/15	25%	100%	Q1 2015/16	100%	100%	Q2 2015/16	100%	100%	Q3 2015/16	66.7%	100%	66.7%	<p><b>How are we performing:</b> There were 12 complaints within stage two that were escalated.</p> <p><b>Actions we are taking to improve/maintain performance:</b> We use the Customer Relationship Management System to manage complaints within the allocated timescales. We also provide refresher training where necessary.</p>			Les Grant
Quarter	Percentage of Escalated Complaints Closed	Target (Quarters)																						
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Q1 2015/16	100%	100%																						
Q2 2015/16	100%	100%																						
Q3 2015/16	66.7%	100%																						



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**MONITORING OF THE GENERAL FUND REVENUE BUDGET  
2015/16**
**Report by the Chief Financial Officer**


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**EXECUTIVE COMMITTEE**
**16 February 2016**


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**1 PURPOSE AND SUMMARY**

- 1.1 This report provides the Executive Committee with budgetary control statements for the Council's General Fund based on actual expenditure and income to 31 December 2015 and explanations of the major variances between projected outturn expenditure/income and the current approved budget.**
- 1.2 The revenue monitoring position set out in this report is based on actual income and expenditure to the 31 December 2015. All Services are projecting a balanced outturn position with management teams confident that any remaining pressures on budget will be managed within existing departmental budgets.
- 1.3 Pressures evident at month 9 (31 December 2015), which are being managed within departmental budgets, continue to be within out of area children's placements, higher than anticipated cost of care for Older People in Residential Care and people with Physical Disabilities and also within Neighbourhood Services for Materials, Sub-contract and Hire in the Roads service.
- 1.4 At 31 December 2015, 74% (£5.767m) of planned efficiency savings have been delivered as per the Financial Plan. Of the remaining 26%, 9% (£0.696m) has been achieved by alternative, permanent measures and 17% (£1.347m) temporarily. A further £0.015m remains profiled to be achieved by alternative means.
- 1.5 Full details of pressures, risks and challenges and the significant majority of areas of the Council's operation where budget plans remain on track are detailed in Appendix 1 to this report.

**2 RECOMMENDATIONS**

- 2.1 It is recommended that the Executive Committee:-**
- (a) **notes the projected corporate monitoring position reported at 31 December 2015, the underlying cost drivers of this position and the identified areas of financial risk;**
- (b) **notes that the Depute Chief Executives for People and Place and their Service Directors will continue to work with their management teams to ensure a balanced budget position is delivered in 2015/16;**

- (c) approves the budget virements set out in appendices 2 & 3;**
- (d) notes the progress made in achieving Financial Plan savings in appendix 4.**

### 3 PROJECTED OUTTURN

3.1 The summary included in Appendix 1 is projecting an overall balanced position at 31 December 2015 with pressures evident in Children's Services, Adult Services and Neighbourhood Services being contained within departmental budgets. Department management teams continue to work to deliver a range of measures to address pressures across their services and continue to work with Finance to enable the delivery of a balanced outturn across Chief Executive, People and Place departments. Appendix 4 sets out the progress made by the end of month 9 to deliver the savings approved in the Financial Plan in February 2015 plus prior year savings achieved by temporary means.

#### 3.2 **Chief Executive's**

The Chief Executive's department is currently projecting a balanced outturn position.

#### 3.3 **People**

As highlighted previously to the Executive Committee the People department continues to experience budget pressures across its Services. Within Children & Young People, remedial actions developed in the form of an action plan have mitigated a budget pressure of £1.295m due to an increased placement cost for children with complex needs. This pressure has increased by a further £56k during December 2015. Actions taken within the Children & Young People Service to fully fund this pressure include ICS vacancy management and the transfer of budget from Central Schools.

3.4 The projected pressures within Adult Services have reduced consistently over a number of months leading to December due to the implementation and delivery of a range of savings actions including assessment and review of all new clients' care and support planning, review and of existing care packages, a large-scale vacancy freeze and the delayed implementation of the Dementia Care team. A reduction in the number of clients requiring residential care during December has helped considerably also and with the exception of £29k of remaining pressures requiring addressing which is now being actioned, the People department is now projecting a breakeven position overall.

#### 3.5 **Place**

The Place department is currently projecting a breakeven position following the reallocation of budget within the department to cover known pressures in Neighbourhood Operations.

#### 3.6 **Bellwin Scheme**

Pressures arising following the impact of Storm Desmond and Storm Frank have not been reflected in current monitoring reporting as the Scottish Government has initiated the Bellwin Scheme to allow Scottish Borders Council to recoup the costs of damage to the area. As per the Bellwin Scheme Guidance there is a requirement for the Council to provide a contribution to the works required to the value of 0.2% of net revenue budget. For Scottish Borders Council this equates to £509k which is being transferred into allocated Reserves as reflected in the accompanying projected balances report. This will ensure that the funding is available to augment the Bellwin claim which will not be finalised until 2016/17 when all the outstanding remedial and recovery works to our damaged infrastructure has been fully completed. It would normally be expected that all repairs are completed within 2 months of the weather event although in

this case the Council has written to the Scottish Government to indicate that the work associated with ascertaining the work required to repair bridges and structures may not be resolved until the new financial year. This letter has been acknowledged but we are awaiting a response, as this position is similar to the last Bellwin claim in 2013 there are no issues anticipated with these arrangements.

### 3.7 **Other / Funding**

Within Other, a balanced outturn position is projected at month 9. A reduction in the estimated distributable NDRI pool of £1.142m has been confirmed which is resulting from a cap in the NDR poundage rate for 2015-16. A corresponding increase in the General Revenue Grant figures for 2015/16 has been confirmed.

### 3.8 **Corporate**

As indicated in the Executive Committee report on the 17th November 2015, there was a requirement to draw down an estimated £0.700m from reserves to address a phasing issue between the budgeted 1% pay award and the agreed 1.5% pay award for all staff. These costs have now been confirmed at £0.602m for pay award increases and £0.077m to cover an increased Living Wage. The virements required to transfer this budget from Reserves and allocate to Services have been reflected in Appendix 1 for approval.

### 3.9 **Earmarked Balances**

Members will recall that approval was given at the 19 January 2016 Executive Committee to earmark budget to support the 2016/17 Financial Plan. Further earmarking adjustments are highlighted in Appendix 3 of this report. Any final earmarking will be presented to the Executive Committee on the 8 March 2016.

## **4 IMPLICATIONS**

### 4.1 **Financial Recommendations**

There are no costs attached to any of the recommendations contained in this report its content being specifically related to the performance of the revenue budget in 2015/16.

### 4.2 **Risk and Mitigations**

There is a risk that management action does not deliver the necessary measures to balance the budget and ensure the delivery of the 2015/16 Financial Plan. There is also a risk that further cost pressures may emerge in-year which may then impact further on the bottom line, particularly within People and Place departments. Every effort must continue to be made by Service Directors to contain projected spend in the remainder of the year and to consider permanent effects on the Financial Plan.

4.3 It is imperative therefore that review is undertaken across all departments of savings identified within the 2015/16 and previous financial plans that have yet to be delivered or which are currently being met by other temporary means and alternatives, where appropriate, identified to ensure permanent affordability and budget sustainability.

The risks identified above are being managed and mitigated through:-

- (a) monthly reports of actual expenditure and income against approved budgets being made available to budget managers from the Council's Financial Information System.

- (b) review of budget variances and monitoring of management actions to control expenditure by Finance, Service staff and Directors and monthly reporting to CMT.
- (c) engagement with Departments and review of monthly management accounts by departmental management teams.
- (d) supporting departmental corporate transformation boards to monitor and deliver the planned corporate transformation savings in the medium-term Financial Plan.

**4.4 Equalities**

It is anticipated there will be no adverse impact due to race, disability, gender, age, sexual orientation or religion/belief arising from the proposals contained in this report.

**4.5 Acting Sustainably**

There are no significant effects on the economy, community or environment.

**4.6 Carbon Management**

No effect on carbon emissions are anticipated from the recommendation of this report.

**4.7 Rural Proofing**

It is anticipated there will be no adverse impact on the rural area from the proposals contained in this report.

**4.8 Changes to Scheme of Administration or Scheme of Delegation**

No changes to either the Scheme of Administration or the Scheme of Delegation is required as a result of this report.

**5 CONSULTATION**

- 5.1 The Monitoring Officer, the Chief Legal Officer, the Chief Officer Audit & Risk, the Chief Officer HR, and the Clerk to the Council have been consulted and their comments have been reflected within the final report.
- 5.2 The Corporate Management Team, Depute Chief Executives, Service Directors and their relevant staff have been involved in, and agreed the compilation of the budgetary control statements appended.

**Approved by**

**David Robertson**  
**Chief Financial Officer**

**Signature .....**

**Author(s)**

Name	Designation and Contact Number
Suzy Douglas	Financial Services Manager 01835 824000 X 5881

**Background Papers:**  
**Previous Minute Reference:**

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

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**MONTHLY REVENUE MANAGEMENT REPORT**  
**SCOTTISH BORDERS COUNCIL**      **2015/16**  
**SUMMARY**

**AT END OF MONTH:**      **Dec-15**



	<b>Base Budget (£'000)</b>	<b>Actual to Date (£'000)</b>	<b>Revised Budget (£'000)</b>	<b>Projected Outturn (£'000)</b>	<b>Outturn Variance (£'000)</b>	<b>Proposed Virement (£'000)</b>	<b>Projected (over)/under spend</b>	<b>Summary Financial Commentary</b>
Chief Executive	27,291	20,805	29,368	29,208	160	(160)	0	Chief Executive is currently projecting a balanced position.
People	167,336	121,449	168,539	167,328	1,211	(1,211)	0	Pressures currently identified in Out of Authority placements of £1.295m are being managed within the Children & Young Peoples Service to deliver a position in line with budget with vacancy management and discretionary spend being reviewed in all areas. Work continues to deliver the remedial action plan within Adult Services to address pressures, diminishing as additional actions are put in place.
Place	36,145	22,836	37,084	37,207	(122)	122	0	Budget reallocations within Place have allowed the department to deal with a budget pressure in Neighbourhoods. Both NS Roads and Sbc Contracts are actively involved in post flooding recovery and remedial works which will form part of a Council Bellwin Scheme claim.
Loan Charges	20,710	8,967	18,663	18,478	185	(185)	0	
Other	3,089	9,217	11,242	11,312	(70)	70	0	Other is currently projecting a balanced position.
<b>Total</b>	<b>254,571</b>	<b>183,274</b>	<b>264,896</b>	<b>263,533</b>	<b>1,364</b>	<b>(1,364)</b>	<b>0</b>	
<b>Financed by:</b>								
Revenue Support Grant	(168,472)	(134,571)	(174,736)	(176,285)	1,549	(1,549)	0	
Non-Domestic Rates	(34,849)	(25,439)	(34,849)	(33,707)	(1,142)	1,142	0	Reduction in the estimated distributable NDRI pool resulting from a cap in the NDR poundage rate for 2015-16. Corresponding increase in the RSG figures for 2015-16.
Council Tax	(51,602)	(43,604)	(52,002)	(51,806)	(196)	196	0	Reduction in projected income, covered by available budget within Council Tax Reduction Scheme
Reserves:								
Earmarked Balances from 2014/15	0	0	(5,959)	(5,959)	0	0	0	
Earmarked Balances for future years	860	0	3,655	5,958	(2,303)	2,303	0	
Transfers to\from Reserves	(508)	0	(1,006)	(1,734)	728	(728)	0	Drawdown from Reserves to fund payment to HMRC for an agreed settlement. Impact of additional 0.5% pay award (£602k) and increase in living wage (£77k).
	<b>(254,571)</b>	<b>(203,614)</b>	<b>(264,896)</b>	<b>(263,533)</b>	<b>(1,364)</b>	<b>1,364</b>	<b>0</b>	

Chief Executive	Base Budget (£'000)	Actual to Date (£'000)	Revised Budget (£'000)	Projected Outturn (£'000)	Outturn Variance (£'000)	Proposed Virement (£'000)	Projected (over)/under spend	Summary Financial Commentary
<b>Chief Executive</b>	<b>421</b>	<b>315</b>	<b>429</b>	<b>400</b>	<b>29</b>	<b>(29)</b>	<b>0</b>	Staff turnover savings (£12k) to part fund corporate procurement savings. Contribution towards railway opening celebrations costs to Other (Transformation) (£17k).
<b>Executive Support</b>	<b>370</b>	<b>250</b>	<b>344</b>	<b>339</b>	<b>5</b>	<b>(5)</b>	<b>0</b>	Staff turnover savings to part fund corporate procurement savings (£5k).
<b>Public Health</b>								
Gross Expenditure	0	32	133	133	0	0	0	
Income	0	(69)	(64)	(64)	0	0	0	
	<b>0</b>	<b>(37)</b>	<b>69</b>	<b>69</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Strategy &amp; Policy</b>								
Strategic Policy Unit	1,041	959	1,079	1,056	23	(23)	0	Staff turnover savings (£23k) to fund income pressure due to reduced level of recharges to Non-General Funds.
Economic Development	1,566	1,345	1,970	1,806	164	(164)	0	Earmarked balances for Galashiels Town Centre (£12k), Skills & Youth Employability (£67k) and transfer of budget to Corporate Transformation (£85k) for Railway blueprint and events.
Housing Strategy & Services	3,334	2,165	4,307	4,186	121	(121)	0	Available budget in consultancy due to slippage of energy care initiative pilot scheme (£11k) to be earmarked to fund Regulatory Services Financial Plan savings in 2016/17. Earmark balance towards bad debt provision as consequence of Universal Credit (£40k), extension of Development Officer post to deliver Welfare Reform training (£35k), continuation of Local Housing Strategy work in to 2016/17 (£35k).
Audit & Risk	473	292	403	398	5	(5)	0	Available budget in car allowances and risk management fees to be earmarked to fund Regulatory Services Financial Plan savings in 2016/17.
<b>Sub-total Strategy &amp; Policy</b>	<b>6,414</b>	<b>4,761</b>	<b>7,759</b>	<b>7,446</b>	<b>313</b>	<b>(313)</b>	<b>0</b>	
<b>Finance</b>	<b>3,357</b>	<b>2,545</b>	<b>3,566</b>	<b>3,699</b>	<b>(133)</b>	<b>133</b>	<b>0</b>	Funding of £49k from Reserves for an agreed HMRC settlement. Corporate procurement savings of £100k funded from available budget within Chief Executive's department. Staff turnover savings (£16k) to fund income pressure due to reduced level of recharges to Non-General Funds.
<b>Human Resources</b>								
HR	1,399	1,044	1,507	1,492	15	(15)	0	Staff turnover savings (£15k) to fund pressure in HRSS.
HRSS	762	660	800	815	(15)	15	0	Delay in realising Financial Plan savings due to the later than anticipated introduction of the salary sacrifice scheme to be offset by available budget in HR.
<b>Sub-total Human Resources</b>	<b>2,161</b>	<b>1,704</b>	<b>2,307</b>	<b>2,307</b>	<b>0</b>	<b>0</b>	<b>0</b>	



Chief Executive	Base Budget (£'000)	Actual to Date (£'000)	Revised Budget (£'000)	Projected Outturn (£'000)	Outturn Variance (£'000)	Proposed Virement (£'000)	Projected (over)/under spend	Summary Financial Commentary
<b>Business Transformation</b>								
Transformation	777	687	870	839	31	(31)	0	Staff turnover savings (£23k). Available budget in contractors fees (£4k) and increased income from project charges (£4k). To fund pressures across Chief Executive's department.
Information Technology	5,047	3,687	5,221	5,242	(21)	21	0	Budget pressure from increased contractor costs (£16k) being addressed from Transformation. Budget transfer from Waste for software licence for new food waste service £5k.
Community Services	4,622	3,247	4,714	4,714	0	0	0	
Health & Safety	393	234	341	298	43	(43)	0	Staff turnover savings to fund unrealisable Financial Plan savings in Communications.
Emergency Planning	159	91	149	145	4	(4)	0	Staff turnover savings to fund pressures within Chief Executive's department.
Communications	506	496	579	624	(45)	45	0	Full financial Plan savings not realised in year through reduction in external print and use of national framework (51k). Budget transfer to Democratic Services for investment in hardware £6k.
Democratic Services	1,452	1,120	1,354	1,380	(26)	26	0	Paperless Committee investment £16k from Communications and Property and Facilities, pressures from valuations appeals £6k, projected pressure in Children's Panel £3k and Reporting Officers £1k.
Sports Trusts	2,313	1,753	2,367	2,367	0	0	0	
<b>Sub-total Business Transformation</b>	<b>15,269</b>	<b>11,315</b>	<b>15,595</b>	<b>15,609</b>	<b>(14)</b>	<b>14</b>	<b>0</b>	
<b>Recharge to Non-General Fund</b>	<b>(701)</b>	<b>(48)</b>	<b>(701)</b>	<b>(661)</b>	<b>(40)</b>	<b>40</b>	<b>0</b>	Income pressure due to reduced level of recharges to funds (e.g. Pension, Loans, Common Good) being lower than budget assumption, offset from available budget within Chief Executive's department.
<b>Total - Chief Executive</b>	<b>27,291</b>	<b>20,805</b>	<b>29,368</b>	<b>29,208</b>	<b>160</b>	<b>(160)</b>	<b>0</b>	

**Key Highlights**

The Chief Executive's department is projecting a balanced outturn position.  
 A restructure of Communications under way.  
 Impact of additional 0.5% pay award (£83k) reflected pending virement approval at the February Executive.

**Key Challenges**

The delayed implementation of the Salary Sacrifice Scheme will result in the related savings of £60k being only partially achieved, it is anticipated that any shortfall will be met from within the Chief Executive's department.

**Key Risks**

Use of National Framework is unlikely to fulfil full Financial Plan savings relating to renewal of printing contract. Work is currently underway to quantify any potential shortfall.

People	Base Budget (£'000)	Actual to Date (£'000)	Revised Budget (£'000)	Projected Outturn (£'000)	Outturn Variance (£'000)	Proposed Virement (£'000)	Projected (over)/under spend	Summary Financial Commentary
<b>Children &amp; Young People</b>								
Early Years	6,904	4,067	6,000	5,878	122	(122)	0	Savings arising from lower than anticipated cost of implementation of increased Early Years provision has created funding opportunities towards future years Financial Plan pressures (£52k), and (£70k) virement towards the Integrated Trust implementation.
Primary Schools	31,687	23,745	32,369	31,732	637	(637)	0	Projected DSM carry forward earmarked into 2016/17 (£740k). (£6k) transfer of budget to Capital in line with expenditure (CFCR). Adjustment to Probationer funding (£11k).
Secondary Schools	39,856	30,633	40,552	40,168	384	(384)	0	Projected DSM carry forward earmarked into 2016/17 (£648k). (£20k) vired to Neighbourhoods to enable elimination of inter-departmental recharge. (£4k) transfer of budget to Capital in line with expenditure (CFCR). Rugby funding £40k and Probationer funding £120k, devolved to schools.
Central Schools	3,849	2,568	4,613	4,159	454	(454)	0	Available budget in Central schools, including additional funding received for probationers £272k, transfer of funding from Other for Workforce Development £17k and Place for Parent Pay costs £3k, is being vired to schools to cover the cost of probationers (£109k), Rugby funding allocations (£40k) and earmarking into 2016/17 to cover Nurture teachers to the end of the academic year (£70k), retrospective school roll adjustments (£70k) and Young Workforce Development Programme (£126k). In addition available budget within Central Schools is being transferred to cover pressures in School Transport (£61k) and (£269k) in ICS.
Transportation	3,352	2,105	3,534	3,595	(61)	61	0	Increased transport costs, covered from available budget within Central Schools.
School Meals	2,162	1,335	1,915	1,813	102	(102)	0	£113k surplus in school meals, including £11k additional Early Years funding vired to Place to cover additional catering costs associated with increased meal uptake (£113k).
Community Learning & Development	1,068	799	1,153	1,137	16	(16)	0	Earmark vacancy savings into 2016/17 towards future years Financial Plan Savings.
Integrated Children's Services (ICS)	26,095	17,985	26,010	26,342	(332)	332	0	Out of Area Placements have increased by a further (£56k) this month and now exceed base budget by £1.295m. To date this additional cost has been offset by other savings within the service including ICS vacancy management, and savings from Central Schools, with a further £269k virement from Central Schools.
<b>Sub-total Children &amp; Young People</b>	<b>114,973</b>	<b>83,237</b>	<b>116,146</b>	<b>114,824</b>	<b>1,322</b>	<b>(1,322)</b>	<b>0</b>	

Chief Social Work Officer								
Services in the Criminal Justice System								
Gross Expenditure	1,228	567	1,275	1,275	0	0	0	
Income	(1,228)	(265)	(1,275)	(1,275)	0	0	0	
	<b>0</b>	<b>302</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
People	Base Budget (£'000)	Actual to Date (£'000)	Revised Budget (£'000)	Projected Outturn (£'000)	Outturn Variance (£'000)	Proposed Virement (£'000)	Projected (over)/under spend	Summary Financial Commentary
<b>Adult Services</b>								
Older People	24,191	17,689	24,563	24,543	20	(64)	(44)	Considerable pressures across homecare, respite and self-directed support amount to just over £1.0m, offset by a range of savings measures including the planned deferment of the implementation of the dementia care team. Projected spend has reduced by £86k during December due to a reduction in the numbers of residential care clients.
Adults with Learning Disabilities (AWLD)	14,510	10,486	14,750	14,750	0	6	6	
People with Physical Disabilities (PWPD)	3,250	2,668	3,259	3,258	1	50	51	
People with Mental Health Needs	2,241	1,687	2,183	2,172	12	4	16	A small favourable planned saving within this service continues to be projected in order to contribute to wider Adult Services pressures although this has reduced by 50% during December due to additional caseload and a vacancy now filled.
Generic Services & Staff Teams	4,575	3,399	4,503	4,752	(249)	167	(82)	The majority of this adverse variance relates to savings / income initiatives included in the Financial Plan which have not been delivered. The remaining remedial Action Plan savings have been centralised here in order that progress against their delivery in totality can be clearly reported during the remainder of the financial year. Assumes an increased contribution from NHS Borders, aligned to activity, in relation to the Borders Ability and Equipment Store. The position assumes a further £29k of savings beyond those already planned will be identified and delivered during the remainder of the year.
Contribution from SB Cares	(480)	(360)	(480)	(534)	54	0	54	Surplus target extended by £59k in order to meet the additional costs of staff TUPE transfers to SB Cares from external providers of which £54k is projected at this time.
<b>Adult Services</b>	<b>48,287</b>	<b>35,569</b>	<b>48,778</b>	<b>48,941</b>	<b>(163)</b>	<b>163</b>	<b>0</b>	
Business Support	4,076	2,341	3,615	3,563	52	(52)	0	Vacancy management in advance of Business Support Review, being vired to Older People.
<b>Total - People</b>	<b>167,336</b>	<b>121,449</b>	<b>168,539</b>	<b>167,328</b>	<b>1,211</b>	<b>(1,211)</b>	<b>0</b>	

**Key Highlights**

Provision of 600 hours entitlement for 3 & 4 year olds and eligible 2 year olds being rolled out.  
Delivery of Children & Young People, Business Support and Adult Services Transformation Programs & associated savings largely on track.  
Work continues to deliver the department's in-year remedial action plan which when combined with a reduction in the number of clients in residential care during December and January, has resulted in a reduced pressure being forecast for the remainder of the financial year. A range of further measures are being examined in order to further reduce the projected pressure and discussions are continuing with a key homecare provider which may result in the projected provision being less than required, further reducing the reported position.  
Impact of additional 0.5% pay award (£427k) reflected pending virement approval at the February Executive.

**Key Challenges**

Children & Young People have still to fully identify permanent delivery of 2015/16 Transformation savings.  
Funding pressures of Out of Area Placements in the Children & Young People Service continue.  
Remedial actions still require delivering over the remainder of the year to achieve the reported position. A more favourable outlook is now forecast however and if the current position can be contained or even improved upon, then this will be a significant achievement given previously reported positions and the extent of management action required to address them.

**Key Risks**

Maintaining teacher numbers to avoid risks to Corporate Funding.  
Permanently identifying transformation savings in the context of Scottish Government requirement to maintain teacher numbers.  
The key risks to delivering the balanced position above, relate to the ability to deliver remaining remedial savings (those already in the plan, those subsequently identified and £29k of further actions requiring identification) in full during the remainder of this financial year and the assumption that no significant additional pressures arising that have not yet been accounted for between now and the 31st March 2016. This is particularly the case in relation to managing pressures from negotiations with external providers which remain ongoing.

Place	Base Budget (£'000)	Actual to Date (£'000)	Revised Budget (£'000)	Projected Outturn (£'000)	Outturn Variance (£'000)	Proposed Virement (£'000)	Projected (over)/under spend	Summary Financial Commentary
<b>Commercial Services</b>								
Infrastructure Asset Management	2,121	1,330	2,197	2,129	68	(68)	0	£60k additional income from Transport Scotland relating to Borders Railway signage & £8k vacancy savings. Budget vired to relieve pressures elsewhere in PLACE.
Pay Parking	0	(10)	80	80	0	0	0	
Fleet Management	(215)	317	(228)	(146)	(82)	82	0	Reduction in projected Dayworks Labour income due to the Council's reducing fleet size. Budget vired from within PLACE to balance position.
Passenger Transport	2,190	1,595	2,174	2,178	(4)	4	0	Pressures identified in Bus Subsidies (£23k) reduced income as a result of Borders Railway. Minibuses (£20k) due to increased hire & repairs cost. Both fully offset by premises related savings in the Transport Interchange. £4k vired in for pay award.
Design Services	100	97	85	89	(4)	4	0	£4k vired in for pay awards.
Projects	121	51	169	130	39	(39)	0	£40k Virement out from Feasibility to Waste for the Integrated Waste Management Plan. £1k vired in for pay award.
Trading Contribution	(652)	992	(332)	(400)	68	(68)	0	Improved profit margins & continued strength in Labour & Plant Accounts. Service actively involved in post flooding remedial works which will form part of a Council Bellwin Scheme claim. Budget vired to relieve pressures elsewhere in PLACE.
Property & Facilities Management	3,760	2,325	3,652	3,854	(202)	202	0	Rates pressure (£63k) within Office Accommodation has been covered predominantly through savings in Supplies & Services and Vacancies within the Property service. Catering pressure (£113k) from increased food and Manpower costs associated with increased uptake in school meals has been covered by Education where free school meals are fully funded. Further (£10k) pressure within Catering relates to increased premises & transport expenses. Budget of £92k vired in for pay awards and Living Wage increases.
<b>Sub-total Commercial Services</b>	<b>7,425</b>	<b>6,697</b>	<b>7,797</b>	<b>7,914</b>	<b>(117)</b>	<b>117</b>	<b>0</b>	
<b>Neighbourhood Services</b>								
Customer Services	1,476	1,030	1,870	1,733	137	(137)	0	Budget transfer from Discretionary Housing Payments for temporary additional staffing costs in Customer Services (£19k). Earmark balance due to delay in recruitment to carry out work on housing benefit overpayments and council tax recovery (£76k). Additional income (£80k) transferred to cover budget pressure within Neighbourhoods.
Waste	9,396	4,885	8,915	8,870	45	(45)	0	Budget transfer to IT for software licence for new food waste service (£5k). Earmarked balance for weighbridge software, tender in process, delivery 2016/17 (£15k). Pressure from Integrated Waste Project (£40k) covered by budget transfer from Projects. Underspend in Fuel (£65k) transferred to cover budget pressure within Neighbourhoods.
Safer Communities	390	40	452	428	24	(24)	0	Staff turnover savings (£24k) transferred to cover budget pressure within Neighbourhoods.

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**MONTHLY REVENUE MANAGEMENT REPORT**  
**SCOTTISH BORDERS COUNCIL**      **2015/16**  
**PLACE**

**AT END OF MONTH: Dec-15**



Place	Base Budget (£'000)	Actual to Date (£'000)	Revised Budget (£'000)	Projected Outturn (£'000)	Outturn Variance (£'000)	Proposed Virement (£'000)	Projected (over)/under spend	Summary Financial Commentary
Neighbourhoods	12,093	7,558	12,375	12,808	(433)	433	0	Pressures in materials, sub-contract and hired services and overtime £433k, offset by available manpower budgets (£64k) budget transfers from other Neighbourhood Services (£169k) and elsewhere in PLACE (£200k) to bring a balanced position. Budget transfer to capital for Wilton Lodge Park £20k. £20k Transferred from People department to reduce Playing field rental income expectations. Neighbourhood Services Roads are actively involved in post flooding remedial works.
<b>Sub-total Neighbourhood Services</b>	<b>23,355</b>	<b>13,513</b>	<b>23,612</b>	<b>23,839</b>	<b>(227)</b>	<b>227</b>	<b>0</b>	
<b>Regulatory Services</b>								
Assessor & Electoral Registration Officer	681	546	752	751	1	(1)	0	Earmarked balance £1k from vacancy savings into 2016/17 towards Regulatory Services Financial Plan savings.
Legal Services	536	337	606	570	36	(36)	0	Earmarked balance £36k from vacancy savings & increased income into 2016/17 towards Regulatory Services Financial Plan savings.
Planning	720	1	1,927	1,783	144	(144)	0	Additional Planning fee income (£100k) used towards Neighbourhoods projected budget pressure. Earmarked balance £44k from vacancy savings into 2016/17 towards Regulatory Services Financial Plan savings.
Regulatory Services	1,276	926	1,238	1,228	10	(10)	0	Earmarked balance £10k from vacancy savings into 2016/17 towards Regulatory Services Financial Plan savings.
Foot & Natural Heritage	852	0	0	0	0	0	0	
<b>Sub-total Regulatory Services</b>	<b>4,065</b>	<b>1,810</b>	<b>4,523</b>	<b>4,332</b>	<b>191</b>	<b>(191)</b>	<b>0</b>	
<b>Business Support</b>	<b>1,300</b>	816	1,153	1,122	31	(31)	0	Vacancy savings (£52k). Pressure in consultants fees relating to Roads Review £21k. Budget vired top relieve pressures elsewhere in PLACE.
<b>Total - Place</b>	<b>36,145</b>	<b>22,836</b>	<b>37,084</b>	<b>37,207</b>	<b>(122)</b>	<b>122</b>	<b>0</b>	

**Key Highlights**

Place are projecting a balanced position. The previously reported pressure in Neighbourhoods has been addressed through available budgets across Place and an action plan being implemented. Impact of additional 0.5% pay award and living wage (£169k) is reflected in the current position

**Key Challenges**

Under the new financial plan, Planning and Regulatory Services Director is tasked with finding significant savings in 2016/17  
 SBc Contracts will be heavily involved in Flood Recovery works which may impact on the existing programme of works.

**Key Risks**

Winter activity levels assumed are based on long-term historical averages, if weather conditions are worse than average this could again pose a financial risk to Neighbourhoods in 2015/16 later in the year.  
 The Planning service is highly dependent on fee income to achieve their budget target although the current projection realistically reflects what is achievable.  
 The Council has experienced extensive damage from 2 storms for which a Bellwin claim is being prepared. Final outcome will not be known until 2016/17.

**MONTHLY REVENUE MANAGEMENT REPORT**
**SCOTTISH BORDERS COUNCIL**
**2015/16**
**AT END OF MONTH: Dec-15**
**OTHER**


Other	Base Budget (£'000)	Actual to Date (£'000)	Revised Budget (£'000)	Projected Outturn (£'000)	Outturn Variance (£'000)	Proposed Virement (£'000)	Projected (over)/underspend	Summary Financial Commentary
<b>Corporate Transformation</b>								
Transformation (Projects)	(322)	480	680	852	(172)	172	0	Transfer of earmarked balance and available budget in civic hospitality for railway opening celebrations, to be vired from Chief Executive (£17k) and Economic Development (£85k). Budget transfer from People (£70k) to cover increased costs associated with the implementation of the Culture Trust.
<b>Sub-total Corporate Transformation</b>	<b>(322)</b>	<b>480</b>	<b>680</b>	<b>852</b>	<b>(172)</b>	<b>172</b>	<b>0</b>	
<b>Early Retirement/Voluntary Severance</b>	<b>418</b>	<b>1,247</b>	<b>2,197</b>	<b>2,197</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Fairer Scotland</b>	<b>223</b>	<b>1</b>	<b>13</b>	<b>13</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Loan Charges</b>	<b>20,710</b>	<b>8,967</b>	<b>18,637</b>	<b>18,416</b>	<b>221</b>	<b>(221)</b>	<b>0</b>	Transfer of budget to Place for consultants fees (£21k) and increase in bad debt provision (£200k).
Capital Financed from Current Revenue (CFCR)	0	0	26	62	(36)	36	0	Capitalisation of revenue budget.
<b>Interest on Revenue Balances IORB</b>	<b>(10)</b>	<b>(1)</b>	<b>(10)</b>	<b>(10)</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Contribution to Property Maintenance</b>	<b>2,253</b>	<b>2,253</b>	<b>2,253</b>	<b>2,253</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Provision for Bad Debts</b>	<b>125</b>	<b>125</b>	<b>125</b>	<b>325</b>	<b>(200)</b>	<b>200</b>	<b>0</b>	Provision increased from projected available budget in Loan Charges (£200k).
<b>Housing Benefits</b>								
Gross Expenditure	29,910	22,208	29,910	28,948	962	(962)	0	
Income	(29,317)	(21,588)	(29,317)	(28,133)	(1,184)	1,184	0	
	<b>593</b>	<b>620</b>	<b>593</b>	<b>815</b>	<b>(222)</b>	<b>222</b>	<b>0</b>	Budget pressure due to receipt of Real Time Information which is improving the detection of benefit overpayments (£222k).
<b>Discretionary Housing Payments</b>								
Gross Expenditure	58	432	701	633	68	(68)	0	Additional Scottish Government income from bedroom tax (£123k). Budget transfer towards workforce development funding (£17k) and welfare reform staffing (£19k). To earmark available budget (£193k) to fund pressures in 2016/17.
Income	0	(483)	(483)	(521)	38	(38)	0	Additional Income
	<b>58</b>	<b>(51)</b>	<b>218</b>	<b>112</b>	<b>106</b>	<b>(106)</b>	<b>0</b>	
<b>Council Tax Reduction Scheme</b>	<b>316</b>	<b>5,267</b>	<b>5,771</b>	<b>5,353</b>	<b>418</b>	<b>(418)</b>	<b>0</b>	Reduction in benefit caseload, transferred to cover pressures in Housing Benefit and Council Tax.
<b>Non Domestic rates Relief</b>	<b>150</b>	<b>137</b>	<b>150</b>	<b>150</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Commercial Rents</b>	<b>(1,187)</b>	<b>(1,180)</b>	<b>(1,187)</b>	<b>(1,187)</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Scottish Welfare Fund</b>	<b>472</b>	<b>319</b>	<b>439</b>	<b>439</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total - Other</b>	<b>23,799</b>	<b>18,184</b>	<b>29,905</b>	<b>29,790</b>	<b>115</b>	<b>(115)</b>	<b>0</b>	

**MONTHLY REVENUE MANAGEMENT REPORT**

**SCOTTISH BORDERS COUNCIL**

**2015/16**

**AT END OF MONTH: Dec-15**

**OTHER**



**Key Highlights**

Fairer Scotland funding with effect from 2016/17 is currently under review.

A £2m budget for targeted ERVS has been established following the November Executive Committee meeting.

**Key Challenges**

Loan charges are dependant on progress with capital plan and borrowing required throughout the year.

**Key Risks**



**MONTHLY REVENUE MANAGEMENT REPORT**

**PERFORMANCE INDICATOR INFORMATION**

**2015/16**

**AT END OF : Dec-15**

**Key Cost Driver Performance Analysis - Chief Executive**

	<b>Month Dec-14</b>	<b>Month Nov-15</b>	<b>Month Dec-15</b>	<b>Narrative</b>
1 No of Homelessness Properties	166	164	164	
2 No of homelessness presentations	47	50	38	
3 No in B&B	2	2	1	
4 Vacant lets (Heart of Hawick)	18%	20%	20%	

**Key Cost Driver Performance Analysis - People**

	<b>Month Dec-14</b>	<b>Month Nov-15</b>	<b>Month Dec-15</b>	<b>Narrative</b>
<b>Schools</b>				
1 Transportation (proj % of budget)	100%	100%	102%	
2 Unitary Charge (proj % of budget)	100%	100%	100%	
3 Staff Turnover (% of target)	100%	100%	100%	
<b>ADULT SERVICES</b>				
	<b>Baseline @ March 15</b>	<b>Month Nov-15</b>	<b>Month Dec-15</b>	
4 Homecare Hours	11,872	10,747	10,747	
5 Residential: Elderly Beds (excl respite beds, and Intermediate care)	719	644	641	
<b>ICS</b>				
	<b>Baseline @ March 15</b>	<b>Month Nov-15</b>	<b>Month Dec-15</b>	
6 Out of Authority Placements	52	49	44	
7 Foster Care	93	97	102	
8 Kinship Care	44	54	50	
9 Secure Placements	0	1	1	

**MONTHLY REVENUE MANAGEMENT REPORT**

**PERFORMANCE INDICATOR INFORMATION**

**2015/16**

**AT END OF : Dec-15**

**Key Cost Driver Performance Analysis - Place**

	<b>Month Dec-14</b>	<b>Month Nov-15</b>	<b>Month Dec-15</b>	<b>Narrative</b>
<b>Commercial Services</b>				
1 Contracts Won (by value £k)	72	274	24	
2 PT Fares Income (£k)	172	161	170	
3 FM Dayworks costs (£k)	78	56	61	
4 Fuel Price (Derv ppl)	93	86	82	
5 Primary school meal uptake per day	43%	56%	56%	
6 Secondary school income per day	£5,866	£5,895	£5,986	
<b>Neighbourhood Services</b>				
7 Roads Expenditure Committed	124	270	209	
8 Salt Stock (t)	17,881	16,354	16,470	
9 Recyclate Tonnage	1,638	1,513	tbc	
10 Landfill Tonnage (MSW)	3,099	2,815	tbc	

**Key Cost Driver Performance Analysis - Other Services**

<b>Other</b>	<b>Month Dec-14</b>	<b>Month Nov-15</b>	<b>Month Dec-15</b>	<b>Narrative</b>
1 Current live procurement contracts	37	54	56	
2 ER/VS approved (FTE)	12.73	44.78	47.78	
3 Compulsory redundancies approved (FTE)	13.96	tbc	tbc	
4 Number of new HB Claimants	77	75	167	
5 Number of ongoing HB Claims requiring action	2,206	498	496	
6 No of properties eligible for full NDR Relief	3,530	3,628	3,633	
7 No of properties eligible for partial NDR Relief	1,128	1,155	1,155	

**Budget Virement Requirement**                      **Chief Executive**                      **No. of Virements 8**

**1 Virement is required from**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Chief Executive	£	£	£
Budget Head	Supplies & Services	(17,000)	0	0

**To**

Department	Other	2015/16	2016/17	2017/18
Service	Corporate Transformation	£	£	£
Budget Head	Third Party Payments	17,000	0	0

**Because**

Transfer of earmarked budget (£8k) and underspend (£9k) in hospitality fund towards railway opening celebration costs.

**2 Virement is required from**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Chief Executive	£	£	£
Budget Head	Employee Costs	(12,000)	0	0

Service	Executive Support	£	£	£
Budget Head	Employee Costs	(5,000)	0	0

<b>Total</b>		<b>(17,000)</b>	<b>0</b>	<b>0</b>
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**To**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Finance	£	£	£
Budget Head	Employee Costs	17,000	0	0

**Because**

Staff turnover savings within Chief Executive and Executive Support to part fund unrealisable financial plan saving (procurement savings).

**3 Virement is required from**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Finance	£	£	£
Budget Head	Employee Costs	(16,000)	0	0

Service	Strategic Policy Unit	£	£	£
Budget Head	Employee Costs	(23,000)	0	0

Service	Transformation	£	£	£
Budget Head	Employee Costs	(1,000)	0	0

<b>Total</b>		<b>(40,000)</b>	<b>0</b>	<b>0</b>
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Department	Chief Executive	2015/16	2016/17	2017/18
Service	Recharge to Non-General Fund	£	£	£
Budget Head	Income	40,000	0	0

**Because**

Staff turnover savings within Finance, Strategic Policy Unit and Transformation to fund income pressure due to reduced level of recharges to non-general funds being lower than budget assumption.

**4 Virement is required from**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Economic Development	£	£	£
Budget Head	Third Party Payments	(85,000)	0	0

**To**

Department	Other	2015/16	2016/17	2017/18
Service	Corporate Transformation	£	£	£
Budget Head	Third Party Payments	85,000	0	0

**Because**

Transfer allocated budget for inward investment and events relating to the Borders railway to Corporate Transformation.

**5 Virement is required from**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Transformation	£	£	£
Budget Head	Employee Costs	(22,000)	0	0

**To**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Information Technology	£	£	£
Budget Head	Employee Costs	16,000	0	0

Service

Communications	£	£	£
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Budget Head

Supplies & Services	6,000	0	0
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**Because**

Staff turnover savings within Transformation service to fund pressure within Information Technology from increased usage of contractors and Communications (Print Services) from increased usage by departments following the centralisation of budgets.

**6 Virement is required from**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Communications	£	£	£
Budget Head	Supplies & Services	(5,625)	(11,250)	(11,250)

**To**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Democratic Services	£	£	£
Budget Head	Supplies & Services	5,625	11,250	11,250

**Because**

Part year savings within Print Services from the implementation of paperless committees, to fund investment in hardware.

**7 Virement is required from**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Transformation	£	£	£
Budget Head	Third Party Payments	(4,000)	0	0
	Income	(4,000)	0	0
Service	Health & Safety	£	£	£
Budget Head	Employee Costs	(40,000)	0	0
	Transport Related	(3,000)	0	0
Service	Emergency Planning	£	£	£
Budget Head	Employee Costs	(4,000)	0	0
	<b>Total</b>	<b>(55,000)</b>	<b>0</b>	<b>0</b>

**To**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Communications	£	£	£
Budget Head	Employee Costs	45,000	0	0
Service	Democratic Services	£	£	£
Budget Head	Supplies & Services	1,000	0	0
	Third Party Payments	9,000	0	0
	<b>Total</b>	<b>55,000</b>	<b>0</b>	<b>0</b>

**Because**

Staff turnover savings within Health & Safety and Emergency Planning, and available budget in contractors fees and additional recharge income in Transformation to be used to offset Financial Plan savings not realised (£45k) through the reduction of external print and use of national framework and pressures within Democratic Services relating to valuation appeals (£6k), Children's Panel (£3k) and Reporting Officers (£1k).

**8 Virement is required from**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Human Resources	£	£	£
Budget Head	Employee Costs	(15,000)	0	0

**To**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	HRSS	£	£	£
Budget Head	Employee Costs	15,000	0	0

**Because**

Staff turnover savings within Human Resources to fund pressure in HRSS from part unrealisable Financial Plan savings due to late introduction of the salary sacrifice scheme.

**Budget Virement Requirement**                      **People**    **No. of Virements**    **11**

**1 Virement is required from**

Department	People	2015/16	2016/17	2017/18
Service	Early Years	£	£	£
Budget Head	Supplies & Services	(70,000)	0	0

**To**

Department	Other	2015/16	2016/17	2017/18
Service	Corporate Transformation	£	£	£
Budget Head	Supplies & Services	70,000	0	0

**Because**

To transfer available budget in Early Years to Corporate Transformation in Other towards the implementation costs of an Integrated Culture and Sport Trust.

**2 Virement is required from**

Department	People	2015/16	2016/17	2017/18
Service	Primary Schools	£	£	£
Budget Head	Supplies & Services	(6,024)	0	0

Service	Secondary Schools	£	£	£
Budget Head	Supplies & Services	(3,500)	0	0

Service	Integrated Children Services	£	£	£
Budget Head	Supplies & Services	(6,061)	0	0

<b>Total</b>		<b>(15,585)</b>	<b>0</b>	<b>0</b>
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**To**

Department	Other	2015/16	2016/17	2017/18
Service	Loan Charges - Capital Financing Costs	£	£	£
Budget Head	Capital Financed from Current Revenue	15,585	0	0

**Because**

To transfer revenue budget from Primary Schools (Sprouston Primary sports equipment), Secondary Schools (Peebles High School dining room flooring) and Integrated Children's Services (hoists and wheelchairs) to Capital.

**3 Virement is required from**

Department	People	2015/16	2016/17	2017/18
Service	Secondary Schools	£	£	£
Budget Head	Supplies & Services	(20,384)	(20,384)	(20,384)

**To**

Department	Place	2015/16	2016/17	2017/18
Service	Neighbourhood Services	£	£	£
Budget Head	Income	20,384	20,384	20,384

**Because**

To transfer budget from Secondary Schools to Place to eliminate the requirement for inter-departmental recharges.

**4 Virement is required from**

Department	People	2015/16	2016/17	2017/18
Service	Central Schools	£	£	£
Budget Head	Supplies & Services	(40,000)	0	0

**To**

Department	People	2015/16	2016/17	2017/18
Service	Secondary Schools	£	£	£
Budget Head	Supplies & Services	40,000	0	0

**Because**

To devolve budget from Central Schools to Secondary Schools for the Scottish Rugby Union School of Rugby programme.

**5 Virement is required from**

Department	People	2015/16	2016/17	2017/18
Service	Central Schools	£	£	£
Budget Head	Supplies & Services	(108,915)	0	0

**To**

Department	People	2015/16	2016/17	2017/18
Service	Primary Schools	£	£	£
Budget Head	Employee Costs	(11,087)	0	0

Service	Secondary Schools	£	£	£
Budget Head	Employee Costs	120,002	0	0

Total	108,915	0	0
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**Because**

To transfer budgets from Central Schools to reflect known funding and incremental cost differences for 2015/16 Probationer Teachers, including provision for Preference Waiver Payments.

**6 Virement is required from**

Department	People	2015/16	2016/17	2017/18
Service	Central Schools	£	£	£
Budget Head	Supplies & Services	(61,189)	0	0

**To**

Department	People	2015/16	2016/17	2017/18
Service	Transportation	£	£	£
Budget Head	Transport Related Expenditure	61,189	0	0

**Because**

To transfer available budget in Central Schools to cover a pressure in Home School Transport expenditure.

**7 Virement is required from**

Department	People	2015/16	2016/17	2017/18
Service	Central Schools	£	£	£
Budget Head	Supplies & Services	(269,273)	0	0

**To**

Department	People	2015/16	2016/17	2017/18
Service	Integrated Children's Services	£	£	£
Budget Head	Third Party Payments	269,273	0	0

**Because**

To transfer available budget in Central Schools to cover a pressure in Out of Authority placements in ICS.

**8 Virement is required from**

Department	People	2015/16	2016/17	2017/18
Service	School Meals	£	£	£
Budget Head	Supplies & Services	(113,000)	0	0

**To**

Department	Place	2015/16	2016/17	2017/18
Service	Property & Facilities Management	£	£	£
Budget Head	Supplies & Services	113,000	0	0

**Because**

To transfer budget from School Meals to Place to cover increased Catering costs associated with providing resources for additional school meal uptake arising from the provision of free school meals for P1 to P 3.

**9 Virement is required from**

Department	People	2015/16	2016/17	2017/18
Service	Business Support	£	£	£
Budget Head	Employee Costs	52,000	0	0

**To**

Department	People	2015/16	2016/17	2017/18
Service	Older People	£	£	£
Budget Head	Third Party Payments	(52,000)	0	0

**Because**

To transfer an available budget in Business Support arising from vacancy management to cover a pressure in Older People.

**10 Virement is required from**

Department	People	2015/16	2016/17	2017/18
Service	Older People	£	£	£
Budget Head	Other	50,000	0	0

**To**

Department	People	2015/16	2016/17	2017/18
Service	PWPD	£	£	£
Budget Head	Community Based Services	(50,000)	0	0

**Because**

To transfer budget held to meet increased demographic pressures from Older People where it is centrally held to PWPD to cover higher than budgeted client numbers.



**11 Virement is required from**

Department	People	2015/16	2016/17	2017/18
Service	Older People	£	£	£
Budget Head	Other	100,000	0	0

**To**

Department	People	2015/16	2016/17	2017/18
Service	Generic	£	£	£
Budget Head	Other	(100,000)	0	0

**Because**

To transfer budget previously projected to fund increased provider pressures in Older People to Savings pressures being held in Generic.

**Budget Virement Requirement      Place      No. of Virements    7**

**1 Virement is required from**

Department	Place	2015/16	2016/17	2017/18
Service	Customer Services	£	£	£
Budget Head	Income	(80,000)	0	0
Service	Safer Communities	£	£	£
Budget Head	Employee Costs	(24,000)	0	0
Service	Waste	£	£	£
Budget Head	Transport Related Expenses	(65,000)	0	0
Service	Planning	£	£	£
Budget Head	Income	(100,000)	0	0
Service	Business Support	£	£	£
Budget Head	Employee Costs	(52,000)	0	0
Service	Infrastructure Asset Management	£	£	£
Budget Head	Income	(48,000)	0	0
<b>Total</b>		<b>(369,000)</b>	<b>0</b>	<b>0</b>

**To**

Department	Place	2015/16	2016/17	2017/18
Service	Neighbourhood Services	£	£	£
Budget Head	Supplies & Services	271,361	0	0
Service	Neighbourhood Services	£	£	£
Budget Head	Employee Costs	97,639	0	0
<b>Total</b>		<b>369,000</b>	<b>0</b>	<b>0</b>

**Because**

Transfer of budget from Customer Services, Safer Communities, Waste, Planning, Business Support & Infrastructure Asset Management to offset Neighbourhoods pressure in 2015-16.

**2 Virement is required from**

Department	Place	2015/16	2016/17	2017/18
Service	Waste	£	£	£
Budget Head	Supplies & Services	(5,000)	(5,000)	(5,000)

**To**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Information Technology	£	£	£
Budget Head	Supplies & Services	5,000	5,000	5,000

**Because**

Transfer of budget to IT for software licensing in Refuse Collection for In Cab Licenses.

**3 Virement is required from**

Department	Place	2015/16	2016/17	2017/18
Service	Neighbourhood Services	£	£	£
Budget Head	Third Party Payments	(20,000)	0	0

**To**

Department	Other	2015/16	2016/17	2017/18
Service	Loan Charges - Capital Financing Costs	£	£	£
Budget Head	Capital Financed from Current Revenue	20,000	0	0

**Because**

Transfer of revenue budget for contribution towards Wilton Lodge Park capital project.

**4 Virement is required from**

Department	Place	2015/16	2016/17	2017/18
Service	Property & Facilities Management	£	£	£
Budget Head	Supplies & Services	(2,700)	(2,700)	(2,700)

**To**

Department	People	2015/16	2016/17	2017/18
Service	Central Schools	£	£	£
Budget Head	Supplies & Services	2,700	2,700	2,700

**Because**

Catering's contribution towards the additional costs of the Data Cleanse following the introduction of the ParentPay contract.

**5 Virement is required from**

Department	Place	2015/16	2016/17	2017/18
Service	Projects	£	£	£
Budget Head	Third Party payments	(39,730)	0	0

**To**

Department	Place	2015/16	2016/17	2017/18
Service	Neighbourhood Services	£	£	£
Budget Head	Third party payments	39,730	0	0

**Because**

Underspend in feasibility works transferred to Neighbourhoods to cover pressure for the integrated waste management plan.

**6 Virement is required from**

Department	Place	2015/16	2016/17	2017/18
Service	Property & Facilities Management	£	£	£
Budget Head	Supplies & Services	(10,125)	(20,250)	(20,250)

**To**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Democratic Services	£	£	£
Budget Head	Supplies & Services	10,125	20,250	20,250

**Because**

Transfer of budget to Democratic Services to fund the Paperless Committee's Initiative.

**7 Virement is required from**

Department	Place	2015/16	2016/17	2017/18
Service	Infrastructure Asset Management	£	£	£
Budget Head	Income	(20,000)	0	0

Service	Trading Contribution	£	£	£
Budget Head	Income	(68,000)	0	0

Total	(88,000)	0	0
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**To**

Department	Place	2015/16	2016/17	2017/18
Service	Fleet Management	£	£	£
Budget Head	Income	78,000	0	0

Service	Property & Facilities Management	£	£	£
Budget Head	Transport Related Expenses	10,000	0	0

Total	88,000	0	0
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**Because**

To transfer budget from Infrastructure Asset Management and SBc Contracts to cover pressures in Fleet Management & Catering.
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Budget Virement Requirement      Other      No. of Virements    5

**1 Virement is required from**

Department	Other	2015/16	2016/17	2017/18
Service	Loan Charges	£	£	£
Budget Head	Capital Financing Costs	(20,574)	0	0

**To**

Department	Place	2015/16	2016/17	2017/18
Service	Business Support	£	£	£
Budget Head	Third Party Payments	20,574	0	0

**Because**

Projected underspend in Loan Charges due to favourable interest rates to be used to fund consultants fees relating to Roads option appraisal and business case.

**2 Virement is required from**

Department	Other	2015/16	2016/17	2017/18
Service	Discretionary Housing Payments	£	£	£
Budget Head	Supplies & Services	(36,020)	0	0

**To**

Department	People	2015/16	2016/17	2017/18
Service	Central Schools	£	£	£
Budget Head	Employee Costs	17,000	0	0

Department	Place	2015/16	2016/17	2017/18
Service	Customer Services	£	£	£
Budget Head	Employee Costs	19,020	0	0

Total		36,020	0	0
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**Because**

Transfer of budget from the Welfare Fund within Discretionary Housing Payments to fund Borders Guarantee Co-ordinator post for 6 months (£17k) and additional temporary staffing for Welfare Reform (£19k).

**3 Virement is required from**

Department	Other	2015/16	2016/17	2017/18
Service	Council Tax Reduction Scheme	£	£	£
Budget Head	Supplies & Services	(418,000)	0	0

**To**

Department	Other	2015/16	2016/17	2017/18
Service	Housing Benefits	£	£	£
Budget Head	Income	222,000	0	0

Department	Financed by	2015/16	2016/17	2017/18
Service	Council Tax	£	£	£
Budget Head	Income	196,000	0	0

Total		418,000	0	0
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**Because**

Underspend in Council Tax Reduction Scheme due to reduced benefit caseload, to be used to offset pressure in Housing Benefits income due to receipt of real-time information which improves the detection of HB overpayments (£222k) and Council Tax (£196k).

**4 Virement is required from**

Department	Other	2015/16	2016/17	2017/18
Service	Discretionary Housing Payments	£	£	£
Budget Head	Income	(38,000)	0	0

**To**

Department	Other	2015/16	2016/17	2017/18
Service	Discretionary Housing Payments	£	£	£
Budget Head	Supplies & Services	38,000	0	0

**Because**

Increased income from Department of Work and Pensions (DWP).

**5 Virement is required from**

Department	Other	2015/16	2016/17	2017/18
Service	Loan Charges	£	£	£
Budget Head	Capital Financing Costs	(200,000)	0	0

**To**

Department	Other	2015/16	2016/17	2017/18
Service	Provision for Bad Debts	£	£	£
Budget Head	Supplies & Services	200,000	0	0

**Because**

Projected underspend in Loan Charges due to favourable interest rates to be used to increase provision for bad debts.

**Budget Virement Requirement                      Financed by    No. of Virements    6**

**1 Virement is required from**

Department	Financed by	2015/16	2016/17	2017/18
Service	Reserves	£	£	£
Budget Head	Supplies & Service	(49,100)	0	0

**To**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Finance	£	£	£
Budget Head	Third Party Payments	49,100	0	0

**Because**

Transfer of funds from Reserves for HMRC unpaid tax/NIC, penalties and interest.

**2 Virement is required from**

Department	Financed by	2015/16	2016/17	2017/18
Service	Revenue Support Grant	£	£	£
Budget Head	Income	(123,000)	0	0

**To**

Department	Other	2015/16	2016/17	2017/18
Service	Discretionary Housing Payments	£	£	£
Budget Head	Supplies & Services	123,000	0	0

**Because**

Additional income from Scottish Government for bedroom tax.

**3 Virement is required from**

Department	Financed by	2015/16	2016/17	2017/18
Service	Non-Domestic Rates	£	£	£
Budget Head	Income	1,142,000	0	0

**To**

Department	Financed by	2015/16	2016/17	2017/18
Service	Revenue Support Grant	£	£	£
Budget Head	Income	(1,142,000)	0	0

**Because**

Reduction in the estimated distributable NDRI pool resulting from a cap in the NDR poundage rate for 2015-16 with corresponding increase in the GRG figures for 2015-16.

**4 Virement is required from**

Department	Financed by	2015/16	2016/17	2017/18
Service	Revenue Support Grant	£	£	£
Budget Head	Income	(272,207)	0	0

**To**

Department	People	2015/16	2016/17	2017/18
Service	Central Schools	£	£	£
Budget Head	Supplies & Services	272,207	0	0

**Because**

To create income and expenditure budgets to reflect funding through Revenue Support Grant (RSG) and expenditure in schools in relation to Probationer Teacher funding and Preference Waiver Payments made to Probationer Teachers in 2015/16.

**5 Virement is required from**

Department	Financed by	2015/16	2016/17	2017/18
Service	Revenue Support Grant	£	£	£
Budget Head	Income	(11,425)	0	0

**To**

Department	People	2015/16	2016/17	2017/18
Service	School Meals	£	£	£
Budget Head	Supplies and Services	11,425	0	0

**Because**

To create income and expenditure budgets to reflect funding through Revenue Support Grant (RSG) and expenditure in schools in relation to Early Learning and Childcare Allocation and distribution of associated additional costs of free school meals.



**6 Virement is required from**

Department	Financed by	2015/16	2016/17	2017/18
Service	Reserves	£	£	£
Budget Head	Supplies & Services	(678,651)	0	0

**To**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Finance	£	£	£
Budget Head	Employee Costs	82,526	0	0

Department	Place	2015/16	2016/17	2017/18
Service	Neighbourhood Services	£	£	£
Budget Head	Employee Costs	64,132	0	0

Service	Property & Facilities Management	£	£	£
Budget Head	Employee Costs	92,319	0	0

Service	Projects	£	£	£
Budget Head	Employee Costs	923	0	0

Service	Fleet Management	£	£	£
Budget Head	Employee Costs	4,340	0	0

Service	Passenger Transport	£	£	£
Budget Head	Employee Costs	3,389	0	0

Service	Design Services	£	£	£
Budget Head	Employee Costs	3,682	0	0

Department	People	2015/16	2016/17	2017/18
Service	Primary Schools	£	£	£
Budget Head	Employee Costs	120,031	0	0

Service	Secondary Schools	£	£	£
Budget Head	Employee Costs	128,359	0	0

Service	Integrated Children's Services	£	£	£
Budget Head	Employee Costs	68,827	0	0

Service	Adults with Learning Disabilities (AWLD)	£	£	£
Budget Head	Employee Costs	5,806	0	0

Service	Generic Services & Staff Teams	£	£	£
Budget Head	Employee Costs	15,102	0	0

Service	Older People	£	£	£
Budget Head	Employee Costs	85,473	0	0

Service	People with Mental Health Needs	£	£	£
Budget Head	Employee Costs	3,742	0	0

Total		678,651	0	0
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<b>Because</b>	Drawdown of funds from Reserves to offset impact of 0.5% pay award (£602k) and increase in Living Wage (£77k).
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**Budget Virement Requirement      Chief Executive      No. of Virements    4**

**1 Virement is required from**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Economic Development	£	£	£
Budget Head	Third Party Payments	(12,000)	12,000	0

**To**

Department		2015/16	2016/17	2017/18
Service		£	£	£
Budget Head	General Fund Reserve - Earmarked Balances	12,000	(12,000)	0

**Because**

To earmark budget into 2016/17 for Galashiels Town Centre retail gap analysis due to lack of interest in tender process.

**2 Virement is required from**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Economic Development	£	£	£
Budget Head	Third Party Payments	(67,593)	67,593	0

**To**

Department		2015/16	2016/17	2017/18
Service		£	£	£
Budget Head	General Fund Reserve - Earmarked Balances	67,593	(67,593)	0

**Because**

To earmark Skills and Youth Employability budget into 2016/17 to match fund draw down of EU funding (ESF).

**3 Virement is required from**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Housing Strategy & Services	£	£	£
Budget Head	Supplies & Services	(40,000)	40,000	0
	Third Party Payments	(70,000)	70,000	0

<b>Total</b>		<b>(110,000)</b>	<b>110,000</b>	<b>0</b>
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**To**

Department		2015/16	2016/17	2017/18
Service		£	£	£
Budget Head	General Fund Reserve - Earmarked Balances	110,000	(110,000)	0

**Because**

To earmark into 2016/17 provision for bad debt to cover potential shortfall in income as consequence of Universal Credit (£40k), continuation of Local Housing Strategy consultancy (£35k), and extension of Development Officer post to deliver Welfare Reform training (£35k).

**4 Virement is required from**

Department	Chief Executive	2015/16	2016/17	2017/18
Service	Housing Strategy & Services	£	£	£
Budget Head	Third Party Payments	(11,000)	0	0
Service	Audit & Risk	£	£	£
Budget Head	Transport Related	(2,000)	0	0
	Third Party Payments	(2,500)	0	0
	<b>Total</b>	<b>(15,500)</b>	<b>0</b>	<b>0</b>

**To**

Department		2015/16	2016/17	2017/18
Service		£	£	£
Budget Head	General Fund Reserve - Earmarked Balances	15,500	0	0

**Because**

Underspends in Housing consultancy due to slippage of energy care initiative pilot scheme and in Audit & Risk (car allowances and risk management fees) to be earmarked to fund Regulatory Services Financial Plan savings in 2016/17.
--

**Budget Virement Requirement      People      No. of Virements    7**

**1 Virement is required from**

Department	People	2015/16	2016/17	2017/18
Service	Early Years	£	£	£
Budget Head	Supplies & Services	(51,785)	51,785	0

**To**

Department		2015/16	2016/17	2017/18
Service		£	£	£
Budget Head	General Fund Reserve - Earmarked Balances	51,785	(51,785)	0

**Because**

To earmark additional Scottish Government funding into 2016/17 to allow the expansion and development of the early learning and childcare workforce and to create opportunities for existing and new staff, in relation to the new requirements of the Children & Young People (Scotland) Act 2014.

**2 Virement is required from**

Department	People	2015/16	2016/17	2017/18
Service	Primary Schools	£	£	£
Budget Head	Employee Costs	(161,560)	161,560	0
	Supplies and Services	(578,712)	578,712	0
	<b>Total</b>	<b>(740,272)</b>	<b>740,272</b>	<b>0</b>

**To**

Department		2015/16	2016/17	2017/18
Service		£	£	£
Budget Head	General Fund Reserve - Earmarked Balances	740,272	(740,272)	0

**Because**

To earmark the projected Primary DSM carry forward including staffing (£161k), cash (£202k) and externally funded projects (£377k) from 2015/16 into 2016/17.

**3 Virement is required from**

Department	People	2015/16	2016/17	2017/18
Service	Secondary Schools	£	£	£
Budget Head	Employee Costs	(383,483)	383,483	0
	Supplies and Services	(264,714)	264,714	0
	<b>Total</b>	<b>(648,197)</b>	<b>648,197</b>	<b>0</b>

**To**

Department		2015/16	2016/17	2017/18
Service		£	£	£
Budget Head	General Fund Reserve - Earmarked Balances	648,197	(648,197)	0

**Because**

To earmark the projected Secondary DSM carry forward including staffing (£383k), cash (£60k) and externally funded projects (£205k) from 2015/16 into 2016/17.

**4 Virement is required from**

Department	People	2015/16	2016/17	2017/18
Service	Secondary Schools	£	£	£
Budget Head	Supplies & Services	(69,752)	69,752	0

**To**

Department		2015/16	2016/17	2017/18
Service		£	£	£
Budget Head	General Fund Reserve - Earmarked Balances	69,752	(69,752)	0

**Because**

To earmark the retrospective roll adjustment generated by replacing the projected schools rolls with the published census figure from 2015/16 into 2016/17. This adjustment will be made in the 2016/17 DSM Statements.

**5 Virement is required from**

Department	People	2015/16	2016/17	2017/18
Service	Central Schools	£	£	£
Budget Head	Supplies & Services	(126,308)	126,308	0

**To**

Department		2015/16	2016/17	2017/18
Service		£	£	£
Budget Head	General Fund Reserve - Earmarked Balances	126,308	(126,308)	0

**Because**

To earmark Young Workforce Development funding to reflect the delay in the commencement of the programme from 2015/16 into 2016/17.

6 Department  
Service  
Budget Head

People	2015/16	2016/17	2017/18
Central Schools	£	£	£
Supplies & Services	(70,427)	70,427	0

**To**

Department		2015/16	2016/17	2017/18
Service		£	£	£
Budget Head	General Fund Reserve - Earmarked Balances	70,427	(70,427)	0

**Because**

To earmark budget in Central Schools to fund nurture teachers for period April to August 2016 to reflect the difference between Academic and Financial Year from 2015/16 into 2016/17.

7 Department  
Service  
Budget Head

People	2015/16	2016/17	2017/18
Community Learning & Development	£	£	£
Employee Costs	(15,755)	15,755	0

**To**

Department		2015/16	2016/17	2017/18
Service		£	£	£
Budget Head	General Fund Reserve - Earmarked Balances	15,755	(15,755)	0

**Because**

To earmark budget in Community Learning & Development arising from 2015/16 vacancy savings into 2016/17 towards implementation of future years Financial Plan savings.

**Budget Virement Requirement                      Place    No. of Virements    3**

**1 Virement is required from**

Department	Place	2015/16	2016/17	2017/18
Service	Customer Services	£	£	£
Budget Head	Employee Costs	(76,000)	76,000	0

**To**

Department		2015/16	2016/17	2017/18
Service		£	£	£
Budget Head	General Fund Reserve - Earmarked Balances	76,000	(76,000)	0

**Because**

To earmark New Burdens budget into 2016-17 due to delay in recruitment of staff to carry out additional work on Housing Benefit Overpayment and Council Tax recovery.

**2 Virement is required from**

Department	Place	2015/16	2016/17	2017/18
Service	Waste	£	£	£
Budget Head	Supplies & Services	(15,000)	15,000	0

**To**

Department		2015/16	2016/17	2017/18
Service		£	£	£
Budget Head	General Fund Reserve - Earmarked Balances	15,000	(15,000)	0

**Because**

To earmark budget into 2016-17 for Weighbridge software, not deliverable by 31 March 2015. Tender process ongoing.

**3 Virement is required from**

Department	Place	2015/16	2016/17	2017/18
Service	Assessor & Electoral Registration Officer	£	£	£
Budget Head	Employee Costs	(1,000)	1,000	0

Service	Legal Services	£	£	£
Budget Head	Employee Costs	(8,000)	8,000	0
	Income	(28,000)	28,000	0

Service	Regulatory Services	£	£	£
Budget Head	Employee Costs	(10,000)	10,000	0

Service	Planning	£	£	£
Budget Head	Employee Costs	(44,000)	44,000	0

<b>Total</b>		<b>(91,000)</b>	<b>91,000</b>	<b>0</b>
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**To**

Department		2015/16	2016/17	2017/18
Service		£	£	£
Budget Head	General Fund Reserve - Earmarked Balances	91,000	(91,000)	0

**Because**

Earmarked balances totalling £91k from vacancy savings and increased income into 2016/17 towards £500k Regulatory Services Financial Plan savings.

**Budget Virement Requirement**

**Other**

**No. of Virements 1**

**1 Virement is required from**

Department	Other	2015/16	2016/17	2017/18
Service	Discretionary Housing Payments	£	£	£
Budget Head	Supplies & Services	(193,000)	193,000	0

**To**

Department		2015/16	2016/17	2017/18
Service		£	£	£
Budget Head	General Fund Reserve - Earmarked Balances	193,000	(193,000)	0

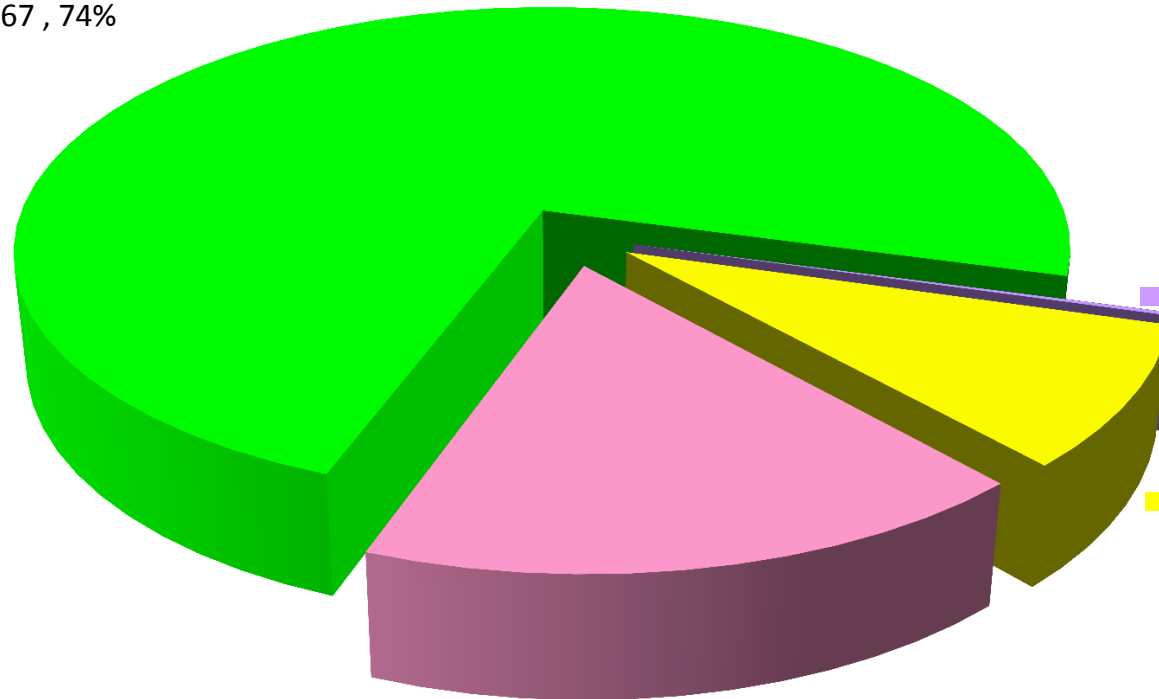
**Because**

To earmark underspend in Discretionary Housing Payments to fund pressures in 2016/17 (customer portal, risk based verification, online benefits system and digital access provision licensing costs).



### SBC (Total) Efficiency Savings Progress £'000

■ Delivered as per FP,  
£5,767 , 74%



■ Profiled to be achieved by  
alternative, £15 , 0%

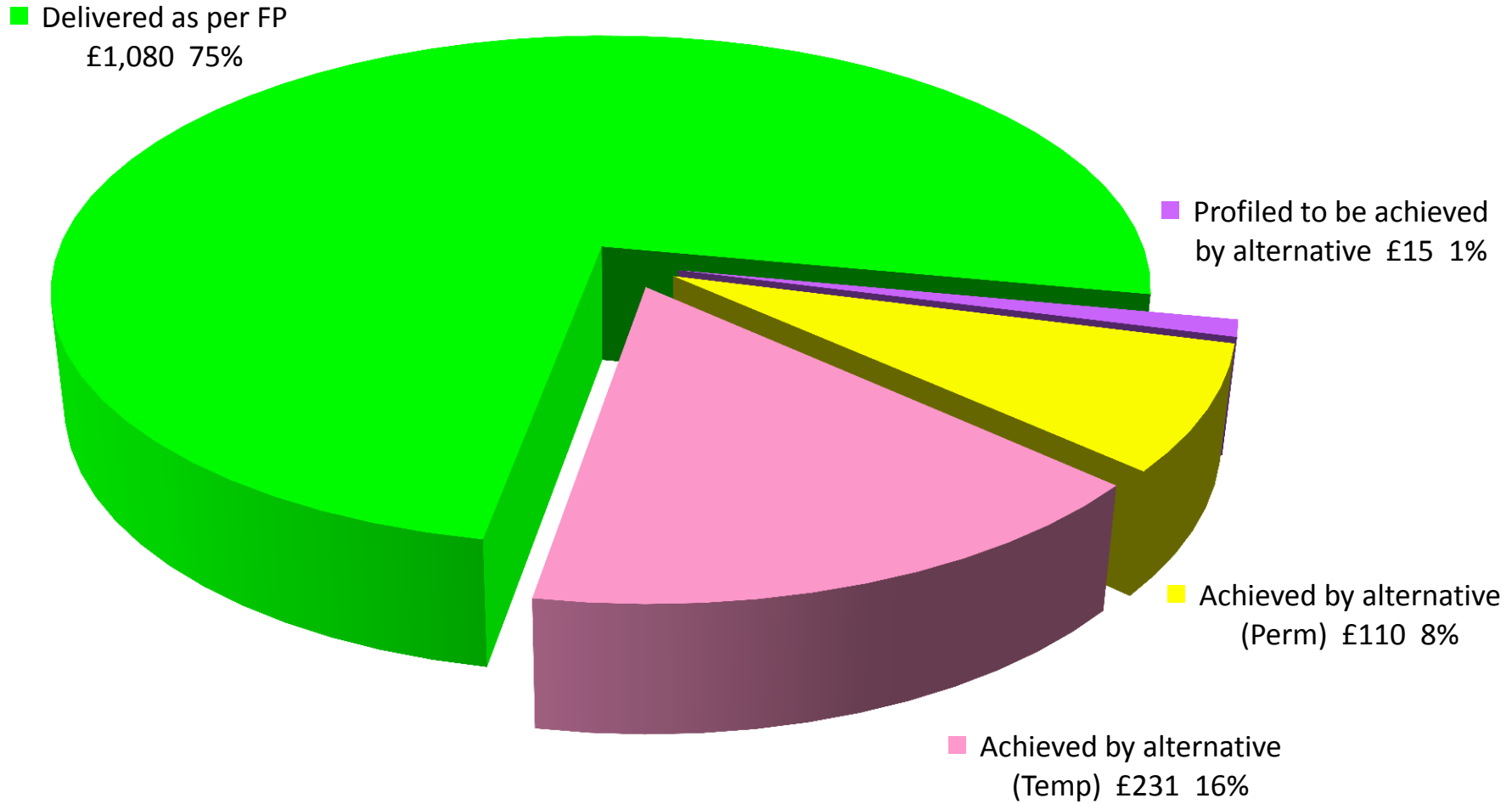
■ Achieved by alternative  
(Perm), £696 , 9%

■ Achieved by alternative  
(Temp), £1,347 , 17%

**FINANCIAL PLAN EFFICIENCY PROGRESS 2015/16**

<b>Status</b>	<b>Saving £'000</b>
Delivered as per FP	£ 5,767
Profiled to be achieved	£ -
Profiled to be achieved by alternative	£ 15
Achieved by alternative (Perm)	£ 696
Achieved by alternative (Temp)	£ 1,347
	<u>7,825</u>

### Chief Executive & Other Efficiency Savings Progress £'000



FINANCIAL PLAN EFFICIENCY PROGRESS 2015/16

CHIEF EXECUTIVE & OTHER

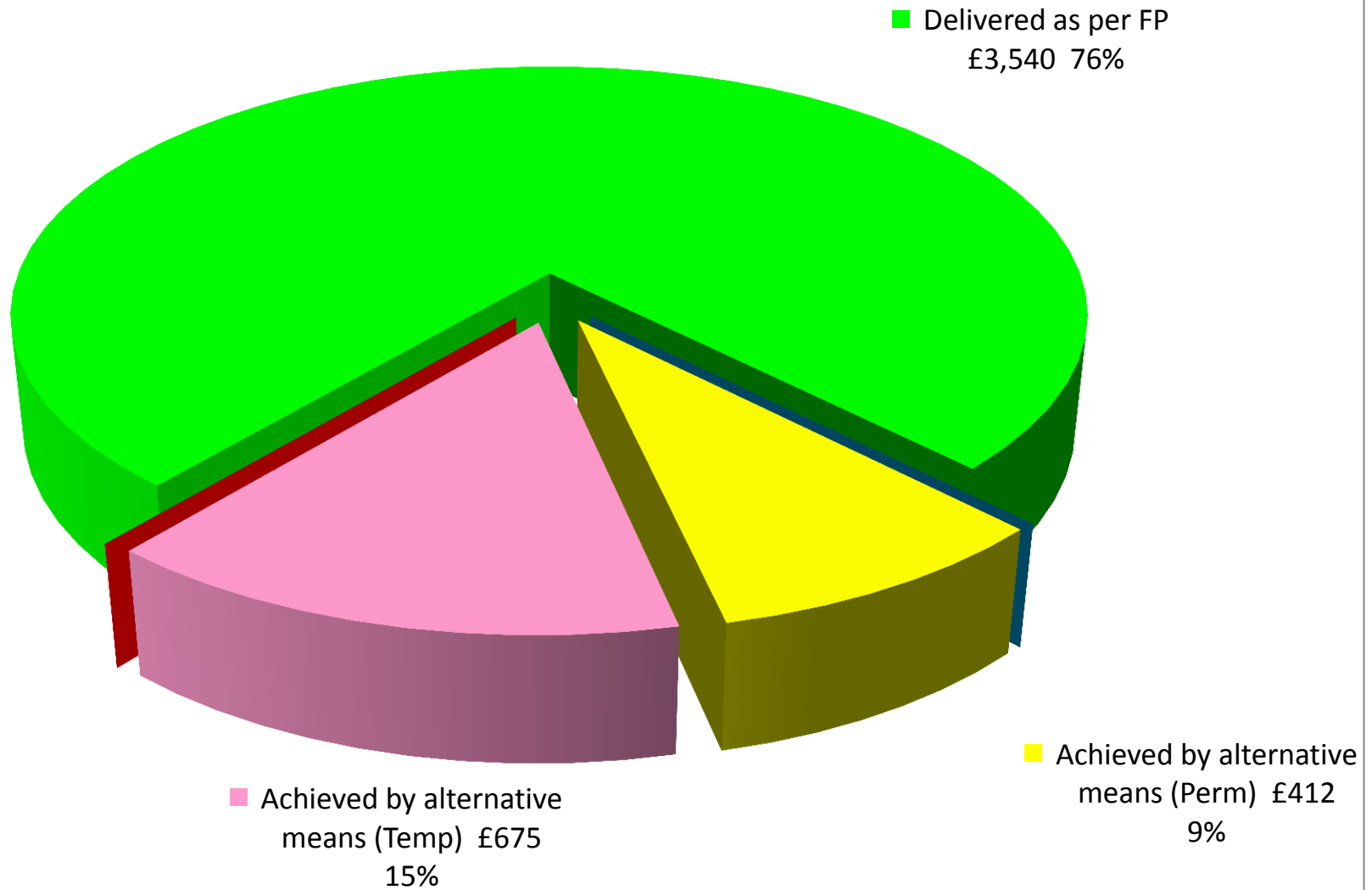
Savings :

£'000	Delivered as per FP	Profiled to be achieved	Profiled to be achieved by alternative	Achieved by alternative (Perm)	Achieved by alternative (Temp)	Not Achieved - Risk	Comment	Perm/Temp	Status	Saving £'000
Savings in back office support services	396	334		29	33					
Employee Benefits Strategy	60	30	15		15					
Legal & Democratic Services staffing review	16			16						
Cultural Services Review	203	47		18	138					
Reduce Management Fee to Sports Trusts	60	60								
Review of Discretionary Spending - CE	25	25								
Reduction in heating oil inflation	100	100								
Reduction in external printing costs	35	20								
Reduction in printing contract through contract renewal	30				30					
Commercial opportunities and Procurement	100	100								
Savings from Insurance retendering	26	26								
Reduction in road fuel inflation	104	104								
Savings in HRSS	7	7								
Savings in Information Technology	75	75								
Savings in Business Transformation	85	38		47						
Savings in Strategic Policy Unit	1	1								
Savings in Economic Development	1	1								
Savings in Housing Business Support Services	6	6								
Review of Heritage Hub budget (Heart of Hawick)	20	20								
Community asset Transfer (CC's) (2012-13 FYE)	20	20								
Arts development (Prior Yrs NOT Met Permanently)	6	6								
Review of Comm. Serv Management (Prior Yrs NOT Met Permanently)	60	60								
	1,436	1,080	0	15	110	231				0

Delivered as per FP	£	1,080
Profiled to be achieved	£	-
Profiled to be achieved by alternative	£	15
Achieved by alternative (Perm)	£	110
Achieved by alternative (Temp)	£	231
Not Achieved - Risk	£	-
		1,436

Saving requirement brought forward from 2014/15 as only met temporarily last year  
 Saving requirement brought forward from 2014/15 as only met temporarily last year  
 Saving requirement brought forward from 2014/15 as only met temporarily last year  
 Saving requirement brought forward from 2014/15 as only met temporarily last year  
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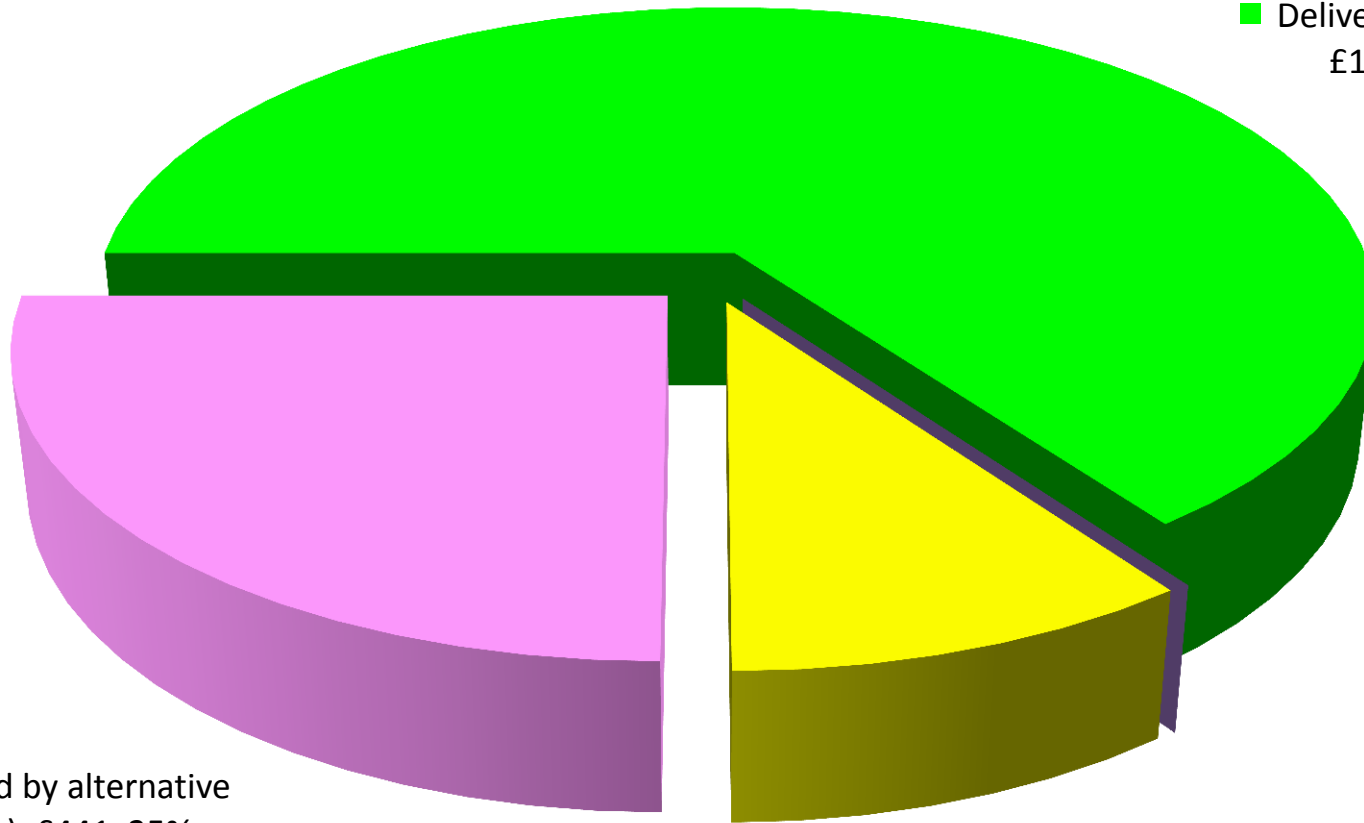
### People Efficiency Savings Progress £'000





### Place Efficiency Savings Progress £'000

■ Delivered as per FP  
£1,147 65%



■ Achieved by alternative  
(Temp) £441 25%

■ Achieved by alternative  
(Perm) £174 10%

FINANCIAL PLAN EFFICIENCY PROGRESS 2015/16

PLACE	£'000	Delivered as per FP	Profiled to be achieved	Profiled to be achieved by alternative	Achieved by alternative (Perm)	Achieved by alternative (Temp)	Not Achieved - Risk	Comment	Perm/Temp	Status	Saving £'000
Assessors service staffing review	19				19					Delivered as per FP	£ 1,147
Review of Place administrative services	150	150								Profiled to be achieved	£ -
Savings in Customer Services	32	32								Profiled to be achieved by alternative	£ -
Restructuring of the Planning service	25	25								Achieved by alternative (Perm)	£ 174
Property rationalisation savings	88				88					Achieved by alternative (Temp)	£ 441
Investment in building energy & thermal efficiency to save utility costs	20	20								Not Achieved - Risk	£ -
Develop an Integrated Waste Plan	150						150				1,762
Review of Neighbourhood Services	200	8					192				
Review of discretionary spending - Place	68	68									
Review of Street Lighting provision (SLEEP project)	124	124									
Place fees & charges	80	80									
Regulated bus fares	30	30									
Review of Parks & Open Spaces	105	105									
Review of Passenger Transport	270	237					33		Saving requirement brought forward from 2014/15 as only met temporarily last year		
Savings from rates appeals	65	19					46		Saving requirement brought forward from 2014/15 as only met temporarily last year		
Charge for privilege lifts	12				12						
E&I transformation savings	249	249									
Additional income from transformation of aggregates	40				40						
Savings from rates appeals	20						20				
Introduction of charges for pre-planning application advice	15				15						
	1,762	1,147	0	0	174	441	0				



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## **PROJECTED BALANCES TO 31 MARCH 2016**

### **Report by Chief Financial Officer**

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## **EXECUTIVE COMMITTEE**

**16 February 2016**

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### **1 PURPOSE AND SUMMARY**

- 1.1 **This report provides the Executive Committee with an analysis of the Council's balances as at 31 March 2015 and advises Members of the projected balances at 31 March 2016.**
- 1.2 The Council's General Fund useable reserve (non-earmarked) balance was £8.121m at 31 March 2015. The comparative figure at 31 March 2016 is projected at £5.638m.
- 1.3 Approval was given in the November 2015 revenue monitoring report to draw down an estimated £0.700m to fund the shortfall in funding associated with the phasing of the pay award in 2015/16. Following payment in November 2015 backdated to the 1 April 2015 the confirmed draw down reflected in this report is £0.679m including £0.077m associated with an increase in the nationally agreed Living Wage.
- 1.4 A further draw down from reserves totalling £0.049m is required following an HMRC compliance audit and agreed settlement of the outstanding liabilities.
- 1.5 The Council's allocated reserve balance was £3.379m at 31 March 2015 and is projected to be £4.328m at 31 March 2016. This movement is as a result of the draw down of allocated reserves to fund the 2015/16 Financial Plan (£0.508m), Police & Fire Reserves (£0.091m) and provision for Roads Maintenance (£0.100m), an increase in allocated reserves to support the ER/VS scheme (£1.139m) and an increase in allocated reserves to provide for the contribution to the Bellwin Scheme (£0.509m).
- 1.6 The projected balance on the Capital Fund of £5.498m will be affected by any further capital receipts, developer contributions, interest credited and any expenditure authorised to be financed from the Fund during the remainder of the financial year.

### **2 RECOMMENDATIONS**

- 2.1 **It is recommended that the Executive Committee:-**
- (a) **notes the projected revenue balances as at 31 March 2016 as per Appendices 1 & 2;**
  - (b) **notes the projected balance in the Capital Fund as per Appendix 3;**

- (c) approves the draw down of £0.679m reserves to address a shortfall in funding associated with the phasing of the pay award in 2015/16 and the draw down of £0.049m in settlement of an HMRC compliance audit;**
- (d) approves the transfer of Reserves into Allocated Reserves to provide for the required 0.2% of net budget contribution to the Bellwin Scheme (£0.509m).**

### 3 ACCOUNTS AND FUNDS OPERATED BY THE COUNCIL

3.1 Income and expenditure relating to the Council's services are accounted for and financed through the following funds (as required or permitted by statute):-

- General Fund
- Corporate Property Repairs & Renewals Fund
- Insurance Fund
- Plant & Vehicles renewals Fund
- Capital Fund

3.2 The balances on these Funds represent the Council's useable reserves which is projected as at the 31 March 2016, as follows:

<b>BALANCES</b>	<b>31/03/16 £m</b>
Earmarked Balances (non DSM)	6.103
Earmarked Balances (DSM)	1.388
Allocated Reserves	4.328
Revenue (Unallocated Reserve)	5.638
Corporate Property Repairs & Renewals Fund	0
Insurance Fund	1.244
Plant & Vehicles Renewals Fund	4.795
Capital Fund (exc. Developer Contributions)	1.699
	<b>25.195</b>

### 4 PROJECTED BALANCES AT 31 MARCH 2016

4.1 Appendix 1 summarises the projected transactions and resultant balances at 31 March 2016 on the General Fund and Appendix 2 shows the projected non-General Fund balances. The net effect is to project the useable General Fund balance after earmarked funds and allocated reserves at **£5.638m** at 31 March 2016.

4.2 During 2015/16 General Fund reserves have been adjusted as follows:

	<b>Increase / (Draw down) £</b>	<b>Executive Committee Reporting</b>
Opening 2015/16 balance	<b>8.121m</b>	
Draw down for changes in legislation and provider market for care services	(0.307m)	August 2015
Additional income from Heritable	0.201m	November 2015
Transfer income from Heritable to allocated reserves for ERVS	(0.201m)	November 2015
Use funding through review of bad debt provision for ERVS	(0.938m)	November 2015
Agreed HMRC settlement	(0.049m)	February 2016
Impact of 0.5% pay award and increase in living wage	(0.679m)	February 2016
Transfer to Allocated Reserves for the contribution to the Bellwin Scheme (0.2% of the Council's net budget)	(0.509m)	February 2016
<b>Total adjustments in year</b>	<b>(2.482m)</b>	
Projected balance at 31 <sup>st</sup> March 2016	<b>5.638m</b>	

4.3 In the August 2015 report to Executive Committee £0.307m was allocated to the revenue account to provide for changes in legislation and the provider market for care services in Adult Services.

4.4 In the next reporting period, being presented to the Executive Committee in November 2015, the General Fund reserve was increased through the receipt of £0.201m additional income from Heritable. This income along with £0.938m write back from a review of the bad debt provision, which was accounted for during the 2014/15 year end process, was used to establish an allocated reserve balance to fund ER/VS in 2015/16 to ensure that full year staffing savings in 2016/17 are deliverable.

4.5 In the current reporting period £0.049m has been drawn down to provide for an agreed settlement to HMRC. £0.679m has been drawn down to provide for the impact of the additional 0.5% pay award beyond budget approved for 2015/16 and an increase in the Living Wage. £0.509m has been transferred into allocated reserves to contribute to the Bellwin Scheme which has been initiated following periods of flooding in the Scottish Borders.

4.6 The Corporate Financial Risk Register was considered at the Council Meeting on 12 February 2015 and identifies potential risks which include failure to control budgets within approved limits, severe weather events, the economic downturn, potential contractual claims and unplanned emergencies. The accumulated financial risk in the Risk Register is assessed to be at £10.295m and the projected useable General Fund balance, at £5.638m, is sufficient to cover 55% of risks identified at that time. The general fund reserve will continue to be monitored through the Corporate Financial Risk Register on a regular basis. The recommended level of balances for 2016/17 will be considered as part of the suite of papers supporting the Council's budget on 11 February 2016.

4.7 As reported in the September 2015 monitoring reports, during 2015/16 allocated reserves of £0.699m have been released to support the 2015/16 revenue budget. Balances have been increased by £1.139m to support ER/VS and £0.509m has been allocated to support the Bellwin Scheme claim as set out in the table below:

<b>ALLOCATED RESERVES</b>	<b>31<sup>st</sup> March 2015</b> <b>£m</b>	<b>Released</b> <b>£'000</b>	<b>Projected</b> <b>31<sup>st</sup> March 2016</b> <b>£m</b>
Winter maintenance	0.650	0	0.650
Road repairs (pot holes)	0.100	0.100	0
Children's Placements Financial Plan	0.650	0.380	0.270
General Financial Plan	0.450	0.128	0.322
CFCR continuing from 2013/14	0.345		0.345
Project funding from Police & Fire reserves	0.122	0.091	0.031
Municipal Mutual	0.400	0	0.400
SB Cares (PVG checks)	0.100	0	0.100
Approved contribution to Energy Efficiency & Change Fund	0.300	0	0.300
CFCRs not yet applied to capital	0.262	0	0.262
ER/VS	0	0	1.139
Bellwin Scheme claim	0	0	0.509
<b>Total</b>	<b>3.379</b>	<b>0.699</b>	<b>4.328</b>

4.8 Appendix 3 details the balances currently held in the Capital Fund. These balances are temporarily held in the Loans Fund and will attract interest at the end of the financial year. The Fund can only be used for capital purposes or to repay external debt.

## 5 IMPLICATIONS

### 5.1 Financial

There are no financial implications beyond those contained in the report and appendices.

### 5.2 Risk and Mitigations

The major risks associated with this report are that the level of projected balances proves to be inaccurate and / or insufficient. Service budget pressures (as identified in the General Fund Revenue Monitoring report) plus unexpected liabilities are the most likely sources of pressure on reserves. These risks are being managed through regular monitoring of financial activity in all funds of the Council, including regular revenue and capital budgetary control reports to the Executive Committee. In addition the Corporate Financial Risk Register is regularly reviewed by senior Finance staff and is considered by the Executive Committee at regular intervals.

### 5.3 Equalities

There are no adverse equality issues arising from the report.

### 5.4 Acting Sustainably

There are no economic, social or environmental effects associated with this report.

### 5.5 Carbon Management

There are no effects on carbon emissions associated with this report.

### 5.6 Rural Proofing

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

### 5.7 Changes to Scheme of Administration or Scheme of Delegation

There are no changes to the Schemes of Administration or Delegation as a result of this report.

## 6 CONSULTATION

- 6.1 The Corporate Management Team, the Monitoring Officer, the Chief Legal Officer, the Chief Officer Audit & Risk, the Chief Officer HR, and the Clerk to the Council have been consulted and any comments have been reflected in the report.

**Approved by**

**David Robertson**

**Chief Financial Officer**

**Signature .....**

**Author(s)**

Suzy Douglas	Financial Services Manager 01835 824000 X5881
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**Background Papers:**

**Previous Minute Reference:**

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

**SCOTTISH BORDERS COUNCIL**  
**GENERAL FUND BALANCES AT 31 MARCH 2016**

	GENERAL FUND £'000's	GENERAL FUND (DSM) £'000's	GENERAL FUND (EAR-MARKED) £'000's	ALLOCATED RESERVES £'000's	TOTAL £'000's
<b>Balance at 1 April 2015</b>	8,121	1,721	5,771	3,379	18,991
Projected Income (RSG, NDR, Council Tax)	261,798				261,798
Projected Net Revenue Expenditure	-263,533				-263,533
Earmarked Balances from previous year	5,959	-1,721	-4,237		0
Earmarked Balances to future years	-5,958	1,388	4,570		0
Funding allocated Financial Plan Revenue	508			-508	0
Committed Project spend from returned Police & Fire Reserves	91			-91	0
Provision for Roads Maintenance	100			-100	0
Changes in legislation/provider market for care services	307				307
Draw down of balances for changes in legislation/provider market for care services	-307				-307
Additional income from Heritable	201				201
Income from Heritable to allocated reserve for ERVS	-201			201	0
Write back review of bad debt provision to allocated reserve for ERVS	-938			938	0
Agreed HMRC settlement	49				49
Drawdown of balances for agreed HMRC settlement	-49				-49
Impact of 0.5% pay award and increase in living wage	679				679
Drawdown of balances for impact of 0.5% pay award and increase in living wage	-679				-679
Drawdown of balances for Council's contribution towards Bellwin Scheme claim	-509			509	0
<b>Projected Balance at 31 March 2016</b>	<b>5,638</b>	<b>1,388</b>	<b>6,103</b>	<b>4,328</b>	<b>17,458</b>

Allocated Reserves c/f 2015/16

	Allocated 2015/16	Balance
	£'000	£'000
2013/14 :		
Winter Maintenance	650	650
Childcare Placements	650	380
Financial Plan	450	128
Ring fenced Revenue for Capital	345	345
Ctt'd returned Police & Fire Reserves	122	91
Municipal Mutual	400	400
	<u>2,617</u>	<u>599</u>
		2,018
2014/15 :		
CFCR's not yet applied to capital	262	262
SB Cares PVG checks / residential care home uplift SB Cares	100	100
Contribution to Energy Efficiency & Change Fund	300	300
Provision for Roads Maintenance	100	100
	<u>762</u>	<u>100</u>
		662
	3,379	699
		2,680
2015/16 :		
Income from Heritable to allocated reserve for ERVS		-201
Write back review of bad debt provision to allocated reserve for ERVS		-938
	<u>0</u>	<u>-1,139</u>
		1,139
	3,379	-440
		3,819



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**SCOTTISH BORDERS COUNCIL**  
**REVENUE FUND BALANCES AT 31 MARCH 2016**  
**(EXCLUDING GENERAL FUND)**

	CORPORATE PROPERTY REPAIRS & RENEWALS FUND £'000's	PLANT & VEHICLES RENEWAL FUND £'000's	INSURANCE FUND £'000's	TOTAL £'000's
<b>Balance at 1 April 2015</b>	39	5,783	1,314	<b>7,136</b>
Projected Income	2,253	2,683	1,583	<b>6,519</b>
	<u>2,292</u>	<u>8,466</u>	<u>2,897</u>	<b>13,655</b>
Projected Expenditure	2,292	3,671	1,653	<b>7,616</b>
Contribution to Reserves				-
Transfer to/from General Fund				-
<b>Projected Balance at 31 March 2016</b>	<b>-</b>	<b>4,795</b>	<b>1,244</b>	<b>6,039</b>

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## SUMMARY OF CAPITAL FUND

	Balance as at 31/03/15 £'000	Balance as at 31/03/16 £'000
<b>DEVELOPER CONTRIBUTIONS</b>		
Waverley Railway	911	901
Technical Services	144	297
Education & Lifelong Learning	1,533	1,586
Planning & Economic Development	-	-
Social Work - Affordable Housing	385	486
Accrued Interest	561	529
<b>Sub Total Developer Contributions</b>	<u>3,534</u>	<u>3,799</u>
<b>Capital Receipts</b>	<b>1,769</b>	<b>1,699</b>
<b>Total</b>	<u><u>5,303</u></u>	<u><u>5,498</u></u>

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## **MONITORING OF THE CAPITAL FINANCIAL PLAN 2015/16**

**Report by Chief Financial Officer**

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### **EXECUTIVE COMMITTEE**

**16 February 2016**

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#### **1 PURPOSE AND SUMMARY**

- 1.1 **This report updates the Executive Committee on the progress of the 2015/16 Capital Financial Plan and seeks approval for projected outturns and associated virements, and the reallocation of funds.**
- 1.2 The monitoring tables in Appendix 1 report on actual expenditure to 31 December 2015. Key issues identified in these tables are summarised within the main report.
- 1.3 The tables identify a net variance of £3.101m against the approved budget.
- 1.4 The net in-year budget increase of £0.062m is primarily due to a number of items due to be delivered for the Plant & Vehicle fleet totalling £0.275m, fully funded from the Plant & Vehicle Replacement Fund, offset by a saving identified for Galashiels Flood Protection.
- 1.5 The net budget timing movements to future years amount to £3.163m of which the most significant are £0.682m for Duns Primary School, £0.8m for Kelso High School, £0.604m for Langlee Primary School and £0.678m for Residential Care Home Upgrade Block partly offset by a £2.08m forward timing movement for Selkirk Flood Protection. Appendix 3 contains a summarised list of timing and budget movements within the 2015/16 Capital Plan.
- 1.6 Appendix 2 contains a list of the block allocations approved for this year and the various approved and proposed projects to be allocated from them within the 2015/16 Capital Plan.

#### **2 RECOMMENDATIONS**

- 2.1 **It is recommended that the Executive Committee:**
  - (a) **Agrees the projected outturns and associated virements as identified in Appendix 1 as the revised capital budget; and**
  - (b) **Notes the list of block allocations detailed in Appendix 2**

**BACKGROUND**

- 3.1 The Council approved the Capital Plan for the period 2015/16 to 2024/25 on 12 February 2015, which has subsequently been updated to reflect budget adjustments associated timing movements and other approvals. The movements to the total available budget since the Council meeting is as follows:

	<b>£000s</b>	<b>£000s</b>
<b>Capital Plan 2015/16 as approved at Council on 12 February 2015</b>		<b>58,429</b>
<b>Timing movements to date:</b>		
Brought forward from 2014/15	15,968	
Duns Primary School budget re-profile (Executive Committee 25 June 2015)	(1,919)	
Easter Langlee Cell Provision budget re-profile (Emergency Powers 2 July 2015)	80	
Borders Railway Stations adjustment (Council 2 April 2015)	(50)	
Net timing movements - Executive Committee 18 August 2015	2,606	
Waste Transfer Station budget re-profile (Council 24 September 2015)	121	
Net timing movements - Executive Committee 17 November 2015	<u>(7,474)</u>	
<b>Timing Movements to date</b>		<b>9,332</b>
<b>In Year Budget Movements/Technical Adjustments:</b>		
Sunnybrae, Walkerburn	10	
Net budget movements - Executive Committee 18 August 2015	(17,529)	
Net budget movements - Executive Committee 17 November 2015	<u>672</u>	
<b>In Year Budget Movements to date</b>		<b>(16,847)</b>
<b>Latest Approved Capital Plan 2015/16 at 31 December 2015</b>		<b><u>50,914</u></b>

- 3.2 The presentation of the monitoring tables in Appendix 1 focuses on the 3 year Operational Plan of the approved 10 year Capital Financial Plan. The first section of the tables in Appendix 1 focuses in detail on the 2015/16 position and then there are 3 columns each for 2016/17 and 2017/18. For 2015/16 the variance between the latest approved budget and the projected outturn is analysed between timing movements between financial years and absolute changes in costs (budget movements). For 2016/17 and 2017/18 the table presents the impact of the total variance projected between the latest approved budget and projected outturn. Below the tables, a narrative is provided where appropriate.
- 3.3 This report is the third monitoring report in the planned reporting schedule for 2015/16.



## 4 MONITORING THE PLAN

- 4.1 Appendix 1 to this report contains the budget monitoring tables. The actual expenditure to 31 December 2015 is shown together with the projected outturn for the full financial year and where appropriate contains an explanation of budget movements.
- 4.2 The actual expenditure to 31 December 2015 has been adjusted for any credit balances for accrued expenses from 2014/15 which have not yet been invoiced.
- 4.3 Appendix 2 contains a summary for each block allocation within the 2015/16 Capital Plan of approved and proposed proposals for various projects and programmes.
- 4.4 Appendix 3 contains a summary of budget virements and timing movements proposed for 2015/16 as part of this report.

## 5 SPECIFIC ISSUES

- 5.1 The following sections identify the other key areas of note within the Appendix 1 tables.

### 5.2 **Looking after the Borders** **Place – Flood Protection Infrastructure**

#### (a) **Galashiels Flood Protection**

Although the scheme is operational, some works are still to be completed as they could not be undertaken until the railway was operational. Additional contingency budget of £0.175m previously allocated to the project is no longer required, resulting in a budget saving in year and this will be used to offset the overall funding costs of the capital programme. There is no effect on the Scottish Government funding for the project.

#### (b) **Selkirk Flood Protection**

The scheme is progressing well with the main contractor ahead of the anticipated in year programme, despite the December storms. The in year budget is not sufficient for the revised in year spend estimate, requiring a forward timing movement of £2.080m, 80% funded by the Scottish Government.

### 5.3 **Looking after the Borders** **Place – Other**

#### **HQ Main Office Block**

The contract is now awarded, however the physical installation of replacement windows has been delayed and will commence in March 2016 with works extending into late Spring 2016 requiring a timing movement of £0.300m to 2016/17.

### 5.4 **Business Process Transformation** **Place – Other Property**

#### **Office Accommodation Transformation Block**

Design of accommodation and parking for Galashiels office moves still need to be finalised, delaying the project until the next financial year, resulting in a timing movement of £0.144m to 2016/17.

5.5 **Business Process Transformation**  
**Place – Investment in Plant and Vehicles**

**Plant and Vehicle Replacement – P&V Fund**

The budget requires to be increased by £0.274m, fully funded from the Plant and Vehicle Fund to reflect the increased projection for purchases for the financial year. These include 2 gully emptiers for Neighbourhood Roads.

5.6 **Looking after the Borders**  
**People – School Infrastructure**

(a) **Duns Primary School**

The contractor spend on site has not matched the forecast, resulting in a reprofile of £0.682m to 2016/17.

(b) **Kelso High School**

The funding issue at a national level has been resolved enabling the project to progress, financial close is estimated as March 2016. A contingency budget of £0.800m held in 2015/16 is being transferred to the following financial year.

(c) **Langlee and Broomlands Primary Schools**

An extension to the tender period for these projects will result in tender analysis and award being later than profiled, resulting in a timing movement of £0.604m for Langlee and £0.347m for Broomlands to 2016/17. Tenders for both schools have been received and are currently being evaluated.

(d) **Complex Needs – Central Education Base**

Construction started in January 2016 and practical completion expected in September for handover in October 2016. This has resulted in a requirement to reprofile £0.387m to 2016/17.

5.7 **Looking after the Borders**  
**People – Social Care Infrastructure**

**Residential Care Home Upgrade Block**

Works at Waverly have been delayed due to the temporary relocation of residents from Peebles due to the late December 2015 storms. These works are now scheduled to start in late February 2016, resulting in a timing movement of £0.678m. The budget allocation to Waverly in the Fire Compartments in Care Homes block of £0.133m requires to be transferred to the Residential Care Home Upgrade Block as the works will now be taken forward as a single works contract.

5.8 **Looking after the Borders**  
**Chief Executive – Heritage & Cultural Infrastructure**

(a) **Wilton Lodge Park**

The tender for the new build café and bridge has not yet been awarded due to a value engineering requirements. The budget is being reprofiled by £0.200m between 2015/16 and 2016/17.

(b) **Great Tapestry of Scotland – Building**

Progression with advanced design works has resulted in a requirement for a forward timing movement of £0.205m to 2015/16.

5.9 **Looking after the Borders**  
**Chief Executive – Sports Facility Infrastructure**

**Sports Trusts – Plant & Services Block**

As funding from Sports Scotland has not yet been secured for works at Selkirk Leisure Centre, this project has been delayed until 2016/17 resulting in a timing movement of £0.174m to 2016/17.

5.10 **Business Process Transformation**  
**Chief Executive – IT Infrastructure**

The Passenger Transport MIS and the Confirm Mobile Implementation projects are delayed pending the IT Review, requiring a timing movement of £0.172m to 2016/17. The project manager for the Corporate Applications Suite will not now be appointed until the next financial year, requiring a timing movement to 2016/17 of £0.100m.

5.11 **Emergency & Unplanned Schemes**

The table below provides an update on the projected position of the Emergency & Unplanned Schemes:

	<b>£000s</b>
<b>Budget as Approved at Council 12 February 2015</b>	<b>300</b>
Allocation to Bongate Mill Industrial Area (Roads) approved at Executive Committee 24 February 2015	(19)
Allocation to Stow Primary School Accommodation Works approved at Executive Committee 24 February 2015	(72)
Carry forward of funds not used in 2014/15	189
Allocation to Neidpath Wall approved at Executive Committee 26 May 2015	(150)
Allocation to General Flood Protection Block (for Bakehouse Burn Culvert) – Emergency Powers approved 2 July 2015	(60)
Allocation to Kelso Recycling Centre approved at Executive Committee 18 August 2015	(40)
Allocation to Jedburgh Flood Protection approved at Executive Committee 18 August 2015	(40)
Easter Langlee Leachate Management Facility – in-year saving	40
Allocation to General Roads and Bridges Block	23
<b>Projected Balance</b>	<b>125</b>

5.12 **Capital Funding**

- (a) As a result of the £3.101m in year net timing and budget movement identified in the programme (see Appendix 1), the estimated borrowing element of the capital financing for 2015/16 has been reduced.

## **6 IMPLICATIONS**

### **6.1 Financial**

- (a) There are no financial implications beyond those contained in the report and appendices.
- (b) Any capital borrowing requirements associated with these changes will be managed in line with the approved Treasury Strategy from approved budgets. The principal part of the capital financial plan is funded by long term loans and the resultant loan charges are reported within the revenue monitoring reports.

### **6.2 Risk and Mitigations**

- (a) At the end of December 2015, actual expenditure totalled £31.058million which represents 65% of the projected outturn, excluding the impact of large accruals. There is still a risk of timing movements this financial year some of which has already been highlighted in narrative in Appendix 1. It is vital that capital budgets continue to be monitored carefully through the Project Managers and that their outturn projections are as accurate as possible.
- (b) Key risks associated with individual projects have been identified within the narrative and the individual project managers are undertaking the appropriate work to manage these.

### **6.3 Equalities**

No Equalities Impact Assessment has been carried out in relation to the Capital Monitoring report; it is, however, expected that for individual projects this work will have been undertaken by the relevant project manager/budget holder prior to budget being approved.

### **6.4 Acting Sustainably**

There are no direct economic, social or environmental issues with this report although there may be within individual projects and these will be identified and addressed as appropriate as part of their specific governance arrangements.

### **6.5 Carbon Management**

There are no direct carbon emissions impacts as a result of this monitoring report; however, there may be within individual projects and these will be identified and addressed as appropriate as part of their specific governance arrangements.

### **6.6 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.

### **6.7 Changes to Scheme of Administration or Scheme of Delegation**

No changes to the Scheme of Administration or Delegation are required as a result of this report.

## 7 CONSULTATION

- 7.1 The Monitoring Officer, the Chief Legal Officer, the Chief Officer Audit and Risk, the Chief Officer HR and the Clerk to the Council have been consulted in the preparation of this report and any comments received on the report have been incorporated into the report.
- 7.2 The Service Director Commercial Services has been consulted in the preparation of this report and the content of the appendices and any comments incorporated.

### Approved by

**David Robertson**  
**Chief Financial Officer**

**Signature .....**

### Author(s)

Name	Designation and Contact Number
Kirsty Robb	Capital and Investment Manager, 01835 825249
Doreen Pringle	Senior Finance Officer - Capital, 01835 824000 Ext 5961

**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. Capital & Investment Team can also give information on other language translations as well as providing additional copies.

Contact us at Capital & Investment Team, Council HQ, Newtown St. Boswells  
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Scottish Borders Council  
Capital Financial Plan 2015/16 to 2017/18

SUMMARY	2015/16						2016/17			2017/18		
	Actual to 31/12/15	Projected Outturn	Latest Approved Budget	Variance	Timing Movement Fwd (Bwd)	Budget Movement	Latest Approved Budget	Variance	Projected Budget	Latest Approved Budget	Variance	Projected Budget
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>PLACE</b>												
<b>Looking after the Borders</b>												
Galashiels Developments	1,572	1,718	1,718	0	0	0	492	0	492	200	0	200
Road & Bridge Infrastructure	3,311	5,550	5,517	33	10	23	3,697	(10)	3,687	4,195	0	4,195
Lighting Infrastructure	1,287	1,706	1,729	(23)	0	(23)	1,200	0	1,200	700	0	700
Cycling, Walking & Safety Infrastructure	217	666	724	(58)	(41)	(17)	278	41	319	284	0	284
Flood Protection Infrastructure	12,501	17,584	15,769	1,815	1,990	(175)	10,323	(1,990)	8,333	736	0	736
Waste Management Infrastructure	626	1,505	1,685	(180)	(180)	0	1,572	180	1,752	1,523	0	1,523
Other	77	277	577	(300)	(300)	0	849	300	1,149	104	0	104
	19,591	29,006	27,719	1,287	1,479	(192)	18,411	(1,479)	16,932	7,742	0	7,742
<b>Business Process Transformation</b>												
Property Asset Programme	790	1,301	1,300	1	0	1	1,165	0	1,165	1,365	0	1,365
Other Property	394	754	947	(193)	(202)	9	252	202	454	90	0	90
Investment in Plant & Vehicles	2,894	3,734	3,459	275	0	275	2,000	0	2,000	2,000	0	2,000
Other	51	74	74	0	0	0	50	0	50	50	0	50
	4,129	5,863	5,780	83	(202)	285	3,467	202	3,669	3,505	0	3,505
<b>Total Place</b>	<b>23,720</b>	<b>34,869</b>	<b>33,499</b>	<b>1,370</b>	<b>1,277</b>	<b>93</b>	<b>21,878</b>	<b>(1,277)</b>	<b>20,601</b>	<b>11,247</b>	<b>0</b>	<b>11,247</b>
<b>PEOPLE</b>												
<b>Looking after the Borders</b>												
School Infrastructure	3,833	6,557	9,552	(2,995)	(3,081)	86	27,616	3,081	30,697	2,677	0	2,677
Social Care Infrastructure	60	536	1,208	(672)	(678)	6	313	678	991	0	0	0
	3,893	7,093	10,760	(3,667)	(3,759)	92	27,929	3,759	31,688	2,677	0	2,677
<b>Business Process Transformation</b>												
School Infrastructure	712	857	985	(128)	(48)	(80)	877	48	925	405	0	405
Social Care Infrastructure	29	114	201	(87)	(87)	0	0	87	87	0	0	0
	741	971	1,186	(215)	(135)	(80)	877	135	1,012	405	0	405
<b>Total People</b>	<b>4,634</b>	<b>8,064</b>	<b>11,946</b>	<b>(3,882)</b>	<b>(3,894)</b>	<b>12</b>	<b>28,806</b>	<b>3,894</b>	<b>32,700</b>	<b>3,082</b>	<b>0</b>	<b>3,082</b>
<b>CHIEF EXECUTIVE</b>												
<b>Looking after the Borders</b>												
Heritage & Cultural Infrastructure	492	1,125	1,120	5	5	0	7,400	(5)	7,395	961	0	961
Sports Infrastructure	791	1,040	1,264	(224)	(204)	(20)	2,427	204	2,631	320	0	320
Economic & Regeneration Infrastructure	698	1,366	1,366	0	0	0	116	0	116	1,020	0	1,020
Housing Infrastructure	185	376	376	0	0	0	375	0	375	375	0	375
	2,166	3,907	4,126	(219)	(199)	(20)	10,318	199	10,517	2,676	0	2,676
<b>Business Process Transformation</b>												
IT Infrastructure	538	844	1,191	(347)	(347)	0	1,919	347	2,266	4,602	0	4,602
	538	844	1,191	(347)	(347)	0	1,919	347	2,266	4,602	0	4,602
<b>Total Chief Executive</b>	<b>2,704</b>	<b>4,751</b>	<b>5,317</b>	<b>(566)</b>	<b>(546)</b>	<b>(20)</b>	<b>12,237</b>	<b>546</b>	<b>12,783</b>	<b>7,278</b>	<b>0</b>	<b>7,278</b>
<b>Emergency &amp; Unplanned Schemes</b>	0	125	148	(23)	0	(23)	300	0	300	300	0	300
<b>TOTAL CAPITAL PLAN</b>	<b>31,058</b>	<b>47,809</b>	<b>50,910</b>	<b>(3,101)</b>	<b>(3,163)</b>	<b>62</b>	<b>63,221</b>	<b>3,163</b>	<b>66,384</b>	<b>21,907</b>	<b>0</b>	<b>21,907</b>

Scottish Borders Council  
Capital Financial Plan 2015/16 to 2017/18

PLACE	R A G	2015/16					2016/17			2017/18			
		Actual to 31/12/15	Projected Outturn	Latest Approved Budget	Variance	Timing Movement Fwd (Bwd)	Budget Movement	Latest Approved Budget	Variance	Projected Budget	Latest Approved Budget	Variance	Projected Budget
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>Looking after the Borders</b>													
<b>Galashiels Developments</b>													
	G	2	2	0	2	0	2	0	0	0	0	0	0
	G	20	25	25	0	0	0	276	0	276	200	0	200
	A	1,550	1,691	1,693	(2)	0	(2)	16	0	16	0	0	0
	G	0	0	0	0	0	0	200	0	200	0	0	0
		<b>1,572</b>	<b>1,718</b>	<b>1,718</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>492</b>	<b>0</b>	<b>492</b>	<b>200</b>	<b>0</b>	<b>200</b>
<b>Road &amp; Bridge Infrastructure</b>													
	A	2,957	4,675	4,652	23	0	23	3,529	0	3,529	3,560	0	3,560
	A	34	86	76	10	10	0	83	(10)	73	210	0	210
	G	100	199	199	0	0	0	0	0	0	0	0	0
	G	68	150	150	0	0	0	0	0	0	0	0	0
	A	0	101	101	0	0	0	0	0	0	0	0	0
	G	1	10	10	0	0	0	40	0	40	400	0	400
	G	0	0	0	0	0	0	0	0	0	0	0	0
	G	0	50	50	0	0	0	25	0	25	25	0	25
	G	59	76	76	0	0	0	0	0	0	0	0	0
	G	4	20	20	0	0	0	0	0	0	0	0	0
	G	88	183	183	0	0	0	20	0	20	0	0	0
		<b>3,311</b>	<b>5,550</b>	<b>5,517</b>	<b>33</b>	<b>10</b>	<b>23</b>	<b>3,697</b>	<b>(10)</b>	<b>3,687</b>	<b>4,195</b>	<b>0</b>	<b>4,195</b>
<b>Lighting Infrastructure</b>													
	A	121	200	200	0	0	0	200	0	200	200	0	200
	G	1,166	1,506	1,506	0	0	0	1,000	0	1,000	500	0	500
	A	0	0	23	(23)	0	(23)	0	0	0	0	0	0
		<b>1,287</b>	<b>1,706</b>	<b>1,729</b>	<b>(23)</b>	<b>0</b>	<b>(23)</b>	<b>1,200</b>	<b>0</b>	<b>1,200</b>	<b>700</b>	<b>0</b>	<b>700</b>
<b>Cycling, Walking &amp; Safety Infrastructure</b>													
	A	5	46	46	0	0	0	50	0	50	50	0	50
	A	40	191	191	0	0	0	171	0	171	173	0	173
	A	169	339	356	(17)	0	(17)	0	0	0	0	0	0
	A	3	50	91	(41)	(41)	0	57	41	98	61	0	61
	A	0	40	40	0	0	0	0	0	0	0	0	0
		<b>217</b>	<b>666</b>	<b>724</b>	<b>(58)</b>	<b>(41)</b>	<b>(17)</b>	<b>278</b>	<b>41</b>	<b>319</b>	<b>284</b>	<b>0</b>	<b>284</b>



## PLACE

### Looking after the Borders

#### Galashiels Developments

Transport Interchange	Overall budget under pressure, but extent unclear for building construction element until final account value settled. Ongoing discussions at senior officer level. There is a high risk that the demolition of the old bus station may not be carried out by 31st March, due to delays with utilities disconnections.
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#### Road & Bridge Infrastructure

A72 Dirtpot Corner - Traffic Management	Timing movement required to cover additional GI fees incurred in 2015/16.
Selkirk Traffic Management Scheme	Ongoing negotiations with members of the community and local members in respect of finding an appropriate solution.

#### Lighting Infrastructure

General Lighting Block	Reallocation of block required.
CCTV Renewals	Budget no longer required.

#### Cycling, Walking & Safety Infrastructure

Accident Investigation Prevention Sch Block	Reallocation of block required.
Cycling, Walking & Safer Streets	Reallocation of block required.
Railway Black Path	Gross down of external funding and reallocation of block required.
Innesleithen - Walkerburn - Shared Access Route	Additional funding of £36k has been secured as a match funded bid to SUstrans. As a result of this a timing movement is required to 2016/17.
Tweedbank Traffic Calming	Ongoing monitoring of traffic situation since the completion of the Borders Railway. It is possible that this budget will require a timing movement to 2016/17 to allow adequate monitoring time.

Scottish Borders Council  
Capital Financial Plan 2015/16 to 2017/18

PLACE	R A G	2015/16					2016/17			2017/18			
		Actual to 31/12/15	Projected Outturn	Latest Approved Budget	Variance	Timing Movement Fwd (Bwd)	Budget Movement	Latest Approved Budget	Variance	Projected Budget	Latest Approved Budget	Variance	Projected Budget
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>Looking after the Borders (continued)</b>													
<b>Flood Protection Infrastructure</b>													
	A	(7)	167	342	(175)	0	(175)	0	0	0	0	0	0
	A	11,905	16,100	14,020	2,080	2,080	0	9,423	(2,080)	7,343	0	0	0
	A	148	384	474	(90)	(90)	0	597	90	687	536	0	536
	G	193	437	437	0	0	0	3	0	3	0	0	0
	A	262	496	496	0	0	0	300	0	300	200	0	200
		<b>12,501</b>	<b>17,584</b>	<b>15,769</b>	<b>1,815</b>	<b>1,990</b>	<b>(175)</b>	<b>10,323</b>	<b>(1,990)</b>	<b>8,333</b>	<b>736</b>	<b>0</b>	<b>736</b>
<b>Waste Management Infrastructure</b>													
	A	111	346	386	(40)	(40)	0	820	40	860	100	0	100
	G	0	0	0	0	0	0	0	0	0	0	0	0
	A	84	103	124	(21)	(21)	0	0	0	0	0	0	0
	G	14	42	42	0	0	0	45	0	45	46	0	46
	A	16	54	86	(32)	(32)	0	63	32	95	1,377	0	1,377
	A	15	451	451	0	0	0	0	0	0	0	0	0
	G	20	35	35	0	0	0	33	0	33	0	0	0
	A	0	0	15	(15)	(15)	0	18	36	54	0	0	0
	G	3	9	9	0	0	0	0	0	0	0	0	0
	G	14	23	23	0	0	0	0	0	0	0	0	0
	G	0	35	35	0	0	0	0	0	0	0	0	0
	G	330	343	343	0	0	0	0	0	0	0	0	0
	A	6	51	121	(70)	(70)	0	593	70	663	0	0	0
	A	1	1	3	(2)	(2)	0	0	2	2	0	0	0
	G	12	12	12	0	0	0	0	0	0	0	0	0
		<b>626</b>	<b>1,505</b>	<b>1,685</b>	<b>(180)</b>	<b>(180)</b>	<b>0</b>	<b>1,572</b>	<b>180</b>	<b>1,752</b>	<b>1,523</b>	<b>0</b>	<b>1,523</b>
<b>Other</b>													
	G	13	79	46	33	33	0	51	(33)	18	52	0	52
	G	0	3	3	0	0	0	0	0	0	0	0	0
	G	34	35	35	0	0	0	0	0	0	0	0	0
	G	0	5	5	0	0	0	746	0	746	0	0	0
	A	1	99	399	(300)	(300)	0	0	300	300	0	0	0
	A	29	56	89	(33)	(33)	0	52	33	85	52	0	52
		<b>77</b>	<b>277</b>	<b>577</b>	<b>(300)</b>	<b>(300)</b>	<b>0</b>	<b>849</b>	<b>300</b>	<b>1,149</b>	<b>104</b>	<b>0</b>	<b>104</b>

## PLACE

### Looking after the Borders

#### Flood Protection Infrastructure

Galashiels Flood Protection	Budget saving identified, no effect on Scottish Government funding.
Selkirk Flood Protection	Main works contractor expenditure is ahead of anticipated in year programme, requiring a forward timing movement to match the accelerated programme.
Hawick Flood Protection	Timing movement required to 2016/17. Focus has been on emergency works and impact of December flood event on future scheme, impacting on programmed in year activities.
Jedburgh Flood Protection	Culvert works require dry conditions, there is a risk these works may be delayed until Spring/early Summer 2016 unless conditions improve earlier.
General Flood Protection Block	Reallocation of block required to reflect updated projected spend at Merlindale and Bakehouse Burn. Still Burn, Fountainhall delayed.

#### Waste Management Infrastructure

Easter Langlee Cell Provision	The level of capping is less than originally anticipated in 2015/16, completion to be undertaken in 2016/17 resulting in a timing movement.
Food Waste Collections	A small saving has been identified, a timing movement to 2016/17 is required to Waste Transfer Station Health and Safety works to assist with a budget pressure identified in 2016/17.
Easter Langlee Leachate Management Facility	External influences have resulted in a timing movement to 2016/17.
CR Improved Skip Infrastructure	A timing movement is required to cover professional fees in 2016/17 and a further timing movement may be required as a result of the programme progress, dependant on SBC Contracts being able to deliver works between January and March 2016.
Waste Transfer Stations Health & Safety Works	A timing movement is required to 2016/17 to ensure works intergrate with Waste Transfer station.
Dunon Landfill Gas Management	Power connections are now in place with the final connection to the flares being undertaken. The commissioning and training will be complete prior to the end of the financial year.
Prestoncleugh Landfill Gas Management	Power connections are now in place with the final connection to the flares being undertaken. The commissioning and training will be complete prior to the end of the financial year.
Kelso Recycling Centre	Final account yet to be finalised, negotiations indicate a potential for a small budget pressure.
Waste Transfer Station	Officers working on a preferred solution, a timing movement to 2016/17 is required.
CCTV Community Recycling Centres	A timing movement is required to 2016/17.

#### Other

Play Facilities	Re-allocation of block required and a timing movement from 2016/17 for work at Gibson Park Melrose. A request is being made to the William Hill Trust to match fund the spend at Gibson Park.
HQ Main Office Block	Timing movement required. Window replacement start date delayed due to delays in ordering windows.
Contaminated Land Block	Timing movement required due to delays in progress with project at Ayton. Works at Stow will now be progressed next financial year.

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PLACE	R A G	2015/16					2016/17			2017/18			
		Actual to 31/12/15	Projected Outturn	Latest Approved Budget	Variance	Timing Movement Fwd (Bwd)	Budget Movement	Latest Approved Budget	Variance	Projected Budget	Latest Approved Budget	Variance	Projected Budget
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>Business Process Transformation</b>													
<b>Property Asset Programme</b>													
	A	207	378	287	91	0	91	445	0	445	465	0	465
	A	19	21	20	1	0	1	50	0	50	100	0	100
	A	161	191	193	(2)	0	(2)	100	0	100	200	0	200
	G	139	156	156	0	0	0	150	0	150	150	0	150
	G	15	22	22	0	0	0	20	0	20	20	0	20
	A	249	258	347	(89)	0	(89)	400	0	400	430	0	430
	G	0	275	275	0	0	0	0	0	0	0	0	0
		<b>790</b>	<b>1,301</b>	<b>1,300</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1,165</b>	<b>0</b>	<b>1,165</b>	<b>1,365</b>	<b>0</b>	<b>1,365</b>
<b>Other Property</b>													
	A	255	353	411	(58)	(58)	0	70	58	128	70	0	70
	G	61	61	52	9	0	9	20	0	20	20	0	20
	G	71	204	204	0	0	0	12	0	12	0	0	0
	A	7	136	280	(144)	(144)	0	150	144	294	0	0	0
		<b>394</b>	<b>754</b>	<b>947</b>	<b>(193)</b>	<b>(202)</b>	<b>9</b>	<b>252</b>	<b>202</b>	<b>454</b>	<b>90</b>	<b>0</b>	<b>90</b>
<b>Investment in Plant &amp; Vehicles</b>													
	G	899	899	899	0	0	0	0	0	0	0	0	0
	A	1,923	2,761	2,487	274	0	274	2,000	0	2,000	2,000	0	2,000
	A	72	74	73	1	0	1	0	0	0	0	0	0
		<b>2,894</b>	<b>3,734</b>	<b>3,459</b>	<b>275</b>	<b>0</b>	<b>275</b>	<b>2,000</b>	<b>0</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>	<b>2,000</b>
<b>Other</b>													
	G	31	51	51	0	0	0	50	0	50	50	0	50
	G	20	23	23	0	0	0	0	0	0	0	0	0
		<b>51</b>	<b>74</b>	<b>74</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50</b>	<b>0</b>	<b>50</b>	<b>50</b>	<b>0</b>	<b>50</b>
<b>TOTAL PLACE</b>		<b>11,219</b>	<b>17,285</b>	<b>17,730</b>	<b>(445)</b>	<b>(713)</b>	<b>268</b>	<b>11,555</b>	<b>713</b>	<b>12,268</b>	<b>10,511</b>	<b>0</b>	<b>10,511</b>

## Business Process Transformation

### Property Asset Programme

Structure/H&S Works Block	Reallocation within block required and from other blocks within the Property Asset Programme.
Asbestos Management Block	Reallocation within block required and from other blocks within the Property Asset Programme.
Building Systems Efficiency Upgrades Block	Reallocation within block required and to other blocks within the Property Asset Programme.
Electrical Infrastructure Upgrades Block	Reallocation within block required
Fixed Assets Block	Reallocation within block required
Building Thermal Efficiency Upgrades Block	Reallocation within block required and to other blocks within the Property Asset Programme.

### Other Property

Demolition & Site Preparation Block	Reallocation within block required and a timing movement required to 2016/17 to cover the costs of works that cannot be undertaken in 2015/16 due to seasonal requirements.
Cleaning Equipment Replacement Block	Gross up of budget to reflect purchase funded by CFCR transfer from Revenue.
Office Accommodation Transformation Block	Timing movement required due to issues with design of parking for Galashiels office moves.

### Investment in Plant & Vehicles

Plant & Vehicle Replacement - P&V Fund	Budget adjusted to reflect the latest projected spend for items delivered and anticipated to be delivered in the current financial year, fully funded from the P&V Fund.
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PEOPLE	R A G	2015/16					2016/17			2017/18			
		Actual to 31/12/15	Projected Outturn	Latest Approved Budget	Variance	Timing Movement Fwd (Bwd)	Budget Movement	Latest Approved Budget	Variance	Projected Budget	Latest Approved Budget	Variance	Projected Budget
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>Looking after the Borders</b>													
<b>School Infrastructure</b>													
	A	14	7	7	0	0	0	0	0	0	0	0	
	G	3	10	10	0	0	0	10	0	10	0	0	
	A	1,008	2,418	3,100	(682)	(682)	0	6,200	682	6,882	0	0	
	A	36	37	31	6	0	6	0	0	0	0	0	
	A	417	716	1,516	(800)	(800)	0	704	800	1,504	0	0	
	A	11	23	103	(80)	(80)	0	0	80	80	0	0	
	G	14	15	15	0	0	0	0	0	0	0	0	
	G	3	5	5	0	0	0	0	0	0	0	0	
	A	424	575	1,179	(604)	(604)	0	9,583	604	10,187	952	0	
	A	417	523	870	(347)	(347)	0	7,363	347	7,710	353	0	
	A	243	264	281	(17)	(11)	(6)	635	11	646	1,140	0	
	G	40	82	82	0	0	0	13	0	13	0	0	
	G	173	176	176	0	0	0	0	0	0	0	0	
	A	920	1,203	1,287	(84)	(170)	86	1,777	170	1,947	0	0	
	A	27	403	790	(387)	(387)	0	1,127	387	1,514	0	0	
	G	0	0	0	0	0	0	204	0	204	232	0	
	G	83	100	100	0	0	0	0	0	0	0	0	
		<b>3,833</b>	<b>6,557</b>	<b>9,552</b>	<b>(2,995)</b>	<b>(3,081)</b>	<b>86</b>	<b>27,616</b>	<b>3,081</b>	<b>30,697</b>	<b>2,677</b>	<b>0</b>	
	A	37	325	870	(545)	(678)	133	313	678	991	0	0	
	A	15	145	278	(133)	0	(133)	0	0	0	0	0	
	G	6	58	58	0	0	0	0	0	0	0	0	
	A	2	8	2	6	0	6	0	0	0	0	0	
		<b>60</b>	<b>536</b>	<b>1,208</b>	<b>(672)</b>	<b>(678)</b>	<b>6</b>	<b>313</b>	<b>678</b>	<b>991</b>	<b>0</b>	<b>0</b>	
<b>TOTAL Looking after the Borders</b>		<b>3,893</b>	<b>7,093</b>	<b>10,760</b>	<b>(3,667)</b>	<b>(3,759)</b>	<b>92</b>	<b>27,929</b>	<b>3,759</b>	<b>31,688</b>	<b>2,677</b>	<b>0</b>	
<b>Business Process Transformation</b>													
<b>School Infrastructure</b>													
	A	216	317	423	(106)	(30)	(76)	703	30	733	200	0	
	A	332	332	350	(18)	(18)	0	24	18	42	55	0	
	A	152	190	200	(10)	0	(10)	150	0	150	150	0	
	G	12	18	12	6	0	6	0	0	0	0	0	
		<b>712</b>	<b>857</b>	<b>985</b>	<b>(128)</b>	<b>(48)</b>	<b>(80)</b>	<b>877</b>	<b>48</b>	<b>925</b>	<b>405</b>	<b>0</b>	
	A	0	83	83	0	0	0	0	0	0	0	0	
	A	0	0	87	(87)	(87)	0	0	87	87	0	0	
	G	29	31	31	0	0	0	0	0	0	0	0	
		<b>29</b>	<b>114</b>	<b>201</b>	<b>(87)</b>	<b>(87)</b>	<b>0</b>	<b>0</b>	<b>87</b>	<b>87</b>	<b>0</b>	<b>0</b>	
<b>TOTAL Business Process Transformation</b>		<b>1,831</b>	<b>3,213</b>	<b>4,571</b>	<b>(1,358)</b>	<b>(1,370)</b>	<b>12</b>	<b>4,298</b>	<b>1,370</b>	<b>5,668</b>	<b>637</b>	<b>0</b>	
<b>TOTAL PEOPLE</b>		<b>4,634</b>	<b>8,064</b>	<b>11,946</b>	<b>(3,882)</b>	<b>(3,894)</b>	<b>12</b>	<b>28,806</b>	<b>3,894</b>	<b>32,700</b>	<b>3,082</b>	<b>0</b>	

## PEOPLE

### Looking after the Borders

#### School Infrastructure

Duns Primary School & Locality Support Centre	Timing movement required to reflect latest construction cashflow received from contractor.
Peebles HS Sports Facility	Higher costs than anticipated. Virement required from School Refurbishment & Capacity Block.
Kelso High School	ESA10 issue resolved and moving to financial close during February. Contingency held in 2015/16 moved to 2016/17.
Galashiels School Review	This project will be considered as part of the school estates management review. Timing movement required to 2016/17 .
Langlee Primary School	Revised cashflow due to tender period extension. Timing movement required to 2016/17.
Broomlands Primary School	Revised cashflow due to tender period extension. Timing movement required to 2016/17.
School Refurbishment & Capacity Block	Westruther under budget. Balance reallocated to holding code. Timing movement to 2016/17 required.
Early Learning & Childcare Block	Reallocation of block required. Costs higher than anticipated at Tweedbank PS due to fees and additional works. Higher cost at Burnfoot PS due to unforeseen additional works including electrical re-wiring and roof works. Co'burnspath PS additional works.
Complex Needs - Central Education Base	Timing movement required. An issue with ground conditions, now resolved, has delayed the project. Revised budget based on contractors cashflow. Overall budget remains unchanged. On site Jan-16, Contract completion Sep-16. Handover Oct-16

#### Social Care Infrastructure

Residential Care Home Upgrade Block	Relocation of residences from Peebles Residential Care Home, due to flooding event in late December to Waverly has delayed on site start date. Rescheduled for late February. Timing movement required to 2016/17. Fire compartment work will be completed within the main works requiring budget virement from Fire Compartment Block. Delay to onsite start date at Saltgreens due to impact of NHS patient discharge times. Rescheduled start date late February. Timing movement required to 2016/17.
Fire Compartments in Care Homes Block	Works at Waverley included in residential care upgrade. Virement required to Residential Care Home Upgrade Block. Anticipated costs at Grove House higher than expected due to non compliance of electrical wiring. Reallocation within block required.
Projects Funded from Revenue (SW)	Gross up of budget to reflect purchase funded by CFCR transfer from Revenue.

### Business Process Transformation

#### School Infrastructure

School Health & Safety Block	Reallocation within block required. Higher costs at Broughton PS due to general trend of increased costs within the building trade. Budget required for Chirside for initial preparatory works. Timing movement to 2016/17. Work at Parkside PS delayed due to temporary redeployment of Howdenburn pupils. Work at Edenside PS rescheduled to commence with Nursery improvements
School Kitchen Improvement Block	Reallocation of block required to Kingsland PS for new equipment. Keen tendering in projects has led to savings, to be utilised in 2016/17, timing movement required to 2016/17.
Equality Act School Adaptations (DDA) Block	Reallocation of block required. Minor works at Galashiels Academy and Jedburgh Grammar School. DDA work for Coldstream being undertaken within ELCC works contract, resulting in a budget virement.
Projects Funded from Revenue (SI)	Gross up of budget to reflect purchase funded by CFCR transfer from Revenue.

#### Social Care Infrastructure

Telecare	Supplier unable to deliver PNC upgrade due to technical difficulties. Border care monitoring is a critical system therefore investigating purchase of a new software monitoring system, takes priority over spend on other projects Project Manager meeting with supplier to confirm cost of new system .Until cost has been clarified cannot spend on other projects. There may be other spend this year depending on cost of monitoring system
BAES Relocation: Autoclave	Ongoing accommodation lease negotiations have delay the purchase of the autoclave equipment, Timing movement to 2016/17.

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CHIEF EXECUTIVE		2015/16						2016/17			2017/18			
		Actual to 31/12/15	Projected Outturn	Latest Approved Budget	Variance	Timing Movement Fwd (Bwd)	Budget Movement	Latest Approved Budget	Variance	Projected Budget	Latest Approved Budget	Variance	Projected Budget	
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
<b>Looking after the Borders</b>														
<b>Heritage &amp; Cultural Infrastructure</b>														
	Wilton Lodge Park	A	273	565	765	(200)	(200)	0	1,281	200	1,481	101	0	101
	Jim Clark Museum	G	9	16	16	0	0	0	79	0	79	0	0	0
	Sir Walter Scotts Courtroom Interpretation	G	0	28	28	0	0	0	0	0	0	0	0	0
	Sir Walter Scott Court House - Phase 1	G	1	40	40	0	0	0	260	0	260	0	0	0
	Sir Walter Scott Court House - Phase 2	G	0	30	30	0	0	0	80	0	80	810	0	810
	Great Tapestry of Scotland - Building	A	209	446	241	205	205	0	5,700	(205)	5,495	50	0	50
			<b>492</b>	<b>1,125</b>	<b>1,120</b>	<b>5</b>	<b>5</b>	<b>0</b>	<b>7,400</b>	<b>(5)</b>	<b>7,395</b>	<b>961</b>	<b>0</b>	<b>961</b>
<b>Sport Facility Infrastructure</b>														
	Falkirk 2G Synthetic Pitch	A	657	665	705	(40)	(20)	(20)	0	20	20	0	0	0
	Peebles 3G Synthetic Pitch	A	68	90	80	10	10	0	1,024	(10)	1,014	0	0	0
	Ledburgh 3G Synthetic Pitch	G	3	7	7	0	0	0	0	0	0	30	0	30
	Hawick 3G Synthetic Pitch	A	16	30	50	(20)	(20)	0	940	20	960	0	0	0
	Chirside CC Development	G	43	43	43	0	0	0	0	0	0	0	0	0
	Sports Trusts - Plant & Services Block	A	4	205	379	(174)	(174)	0	463	174	637	290	0	290
			<b>791</b>	<b>1,040</b>	<b>1,264</b>	<b>(224)</b>	<b>(204)</b>	<b>(20)</b>	<b>2,427</b>	<b>204</b>	<b>2,631</b>	<b>320</b>	<b>0</b>	<b>320</b>
<b>Economic &amp; Regeneration Infrastructure</b>														
	Central Borders Business Park	A	9	99	99	0	0	0	100	0	100	1,000	0	1,000
	Eyemouth Seafood Technology Park	A	12	19	19	0	0	0	0	0	0	0	0	0
	Newtown St Boswells Village Centre	G	0	0	0	0	0	0	16	0	16	20	0	20
	LUPS Strategic Business Land	G	288	291	291	0	0	0	0	0	0	0	0	0
	Sunnybrae Walkerburn	G	143	171	171	0	0	0	0	0	0	0	0	0
	Kelso Town Heritage Initiative	G	2	30	30	0	0	0	0	0	0	0	0	0
	Reston Station (SBC Contribution)	G	147	500	500	0	0	0	0	0	0	0	0	0
	Borders Railway Stations	A	97	256	256	0	0	0	0	0	0	0	0	0
	Borders Town Centre Regeneration Fund Block	G	0	0	0	0	0	0	0	0	0	0	0	0
			<b>698</b>	<b>1,366</b>	<b>1,366</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>116</b>	<b>0</b>	<b>116</b>	<b>1,020</b>	<b>0</b>	<b>1,020</b>
<b>Housing Infrastructure</b>														
	Private Sector Housing Grant - Adaptations	G	185	376	376	0	0	0	375	0	375	375	0	375
			<b>185</b>	<b>376</b>	<b>376</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>375</b>	<b>0</b>	<b>375</b>	<b>375</b>	<b>0</b>	<b>375</b>



**Looking after the Borders****Heritage & Cultural Infrastructure**

Wilton Lodge Park	Café and bridge tender not yet finalised or awarded due to extensive value engineering, delaying start of construction. Timing movement required to 2016/17.
Great Tapestry of Scotland - Building	Timing movement will be required from 2016/17 for advanced design works being undertaken.

**Sport Facility Infrastructure**

Selkirk 2G Synthetic Pitch	Revised estimated costs for the remainder of the year, resulting in an in year saving. Timing movement required to 2016/17 for landscaping and compliance testing.
Peebles 3G Synthetic Pitch	Programme on a critical path and the current budget is insufficient to deliver the project, updated budget being considered as part of 2016/17 Capital Plan. Forward timing movement required for Project management costs.
Hawick 3G Synthetic Pitch	Programme on a critical path and the current budget is insufficient to deliver the project, updated budget being considered as part of 2016/17 Capital Plan. Forward timing movement required for Project management costs.
Sports Trusts - Plant & Services Block	Reallocation within block required. Galashiels Academy tennis court resurfacing will not go ahead at this time as funding has not been secured from Sportscotland. Costs at Eyemouth Leisure Centre are higher than anticipated. Selkirk Leisure Centre is delayed, awaiting final decision from Sportscotland and will not progress until 2016/17. Timing movement required.

**Economic & Regeneration Infrastructure**

Central Borders Business Park	Financial projections not profiled for 2015/16. A timing movement may be required at a later date.
Eyemouth Seafood Technology Park	EU changes have identified non - eligible expenditure which results in a reduction in grant of £17k.
Borders Railway Stations	A budget pressure of £55k match funding has been identified as a risk. Works may not be complete by 31st March due to external factors, resulting in a risk that the grant conditions from Smarter Choices Smarter Places may not be met. Officers working to mitigate the situation as soon as possible.

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		2015/16						2016/17			2017/18			
		Actual	Projected	Latest	Variance	Timing	Budget	Latest	Variance	Projected	Latest	Variance	Projected	
		to	Outturn	Approved		Movement	Movement	Approved		Budget	Approved		Budget	
<b>CHIEF EXECUTIVE</b>		<b>R</b>												
		<b>A</b>												
		<b>G</b>												
			<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	
<b>Business Process Transformation</b>														
<b>IT Infrastructure</b>														
General IT Block		A	104	233	236	(3)	0	(3)	200	0	200	200	0	200
Business Systems Real Time Monitoring		A	0	0	47	(47)	(47)	0	0	47	47	0	0	0
Passenger Transport MIS		A	13	13	75	(62)	(62)	0	0	62	62	0	0	0
Corporate IT Equipment Fund		G	217	234	234	0	0	0	291	0	291	350	0	350
Curricular Network IT Equipment Fund		G	59	144	144	0	0	0	383	0	383	380	0	380
Financial Systems Infrastructure Development		G	0	12	12	0	0	0	0	0	0	0	0	0
IT Disaster Recovery Programme		G	28	54	54	0	0	0	41	0	41	52	0	52
Unified Communications		G	14	14	14	0	0	0	40	0	40	65	0	65
Infrastructure & Microsoft Refresh		G	37	52	52	0	0	0	470	0	470	55	0	55
Integrated HR/Payroll System		G	0	2	2	0	0	0	0	0	0	0	0	0
Additional Server Storage		G	25	36	36	0	0	0	44	0	44	0	0	0
Next Generation Broadband (BDUK)		G	0	0	0	0	0	0	0	0	0	0	0	0
Peoples Network Upgrade		G	2	6	6	0	0	0	0	0	0	0	0	0
PSN Server Log Monitoring		G	0	0	0	0	0	0	0	0	0	0	0	0
Rent Management & Accounting System		A	0	5	33	(28)	(28)	0	0	28	28	0	0	0
Security Software		G	0	0	0	0	0	0	0	0	0	0	0	0
Triple Wi-Fi Provision		G	10	10	7	3	0	3	0	0	0	0	0	0
Data Backup Replacement		G	12	12	12	0	0	0	0	0	0	0	0	0
Corporate Applications Suite		A	0	0	100	(100)	(100)	0	450	100	550	3,500	0	3,500
Confirm Mobile Implementation		A	0	0	110	(110)	(110)	0	0	110	110	0	0	0
Projects Funded from Revenue (IT)		G	17	17	17	0	0	0	0	0	0	0	0	0
			<b>538</b>	<b>844</b>	<b>1,191</b>	<b>(347)</b>	<b>(347)</b>	<b>0</b>	<b>1,919</b>	<b>347</b>	<b>2,266</b>	<b>4,602</b>	<b>0</b>	<b>4,602</b>
<b>TOTAL CHIEF EXECUTIVE</b>			<b>2,704</b>	<b>4,751</b>	<b>5,317</b>	<b>(566)</b>	<b>(546)</b>	<b>(20)</b>	<b>12,237</b>	<b>546</b>	<b>12,783</b>	<b>7,278</b>	<b>0</b>	<b>7,278</b>

**Business Process Transformation****IT Infrastructure**

General IT Block	Reallocation within block required.
Business Systems Real Time Monitoring	Delay in contract sign-off. Timing movement required to 2016/17.
Passenger Transport MIS	Awaiting outcome of internal IT review. Project on hold. Timing movement required to 2016/17
Rent Management & Accounting System	Project plan for Northgate phase 2 to be developed. There may be some expenditure February/March 2016. Implementation summer 2016. Timing movement required to 2016/17.
Corporate Applications Suite	Project Manager unlikely to be appointed before the end of the financial year. Timing movement required to 2016/17.
Confirm Mobile Implementation	Awaiting outcome of internal IT review. Project on hold. Timing movement required to 2016/17.

Scottish Borders Council  
Capital Financial Plan 2015/16 to 2017/18

CAPITAL FINANCING		2015/16					2016/17			2017/18		
		Projected	Latest	Variance	Timing	Budget	Latest	Variance	Projected	Latest	Variance	Projected
		Outturn	Approved		Movement		Approved			Approved		
R	A	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
G	G				Fwd (Bwd)	Movement						
<b>Police &amp; Fire Reserves</b>												
	G						(21)	(21)				
	G	(200)	(200)	0								
	G	(15)	(15)	0								
		<b>(215)</b>	<b>(215)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(21)</b>	<b>0</b>	<b>(21)</b>	<b>0</b>	<b>0</b>	
<b>CFCR</b>												
	G	(175)	(175)	0			(767)	(767)				
	G	(3)	(3)	0								
	G	(176)	(176)	0								
	G	(21)	(21)	0								
	G	(20)	(20)	0			(20)	(20)	(20)		(20)	
	G	(22)	(22)	0								
	G	(415)	(450)	35	20	15	0	(20)	(20)			
	G	(23)	(14)	(9)		(9)						
	G	(25)	(25)	0								
	G	(12)	(12)	0								
	G	(18)	(12)	(6)		(6)						
	G	(8)	(2)	(6)		(6)						
	G	(17)	(17)	0								
		<b>(935)</b>	<b>(949)</b>	<b>14</b>	<b>20</b>	<b>(6)</b>	<b>(787)</b>	<b>(20)</b>	<b>(807)</b>	<b>(20)</b>	<b>0</b>	
<b>Specific Grants from Scottish Government</b>												
	G	(171)	(171)	0			(171)	(171)	(173)		(173)	
	G	(65)	(65)	0								
	G	(12,840)	(11,176)	(1,664)	(1,664)		(8,861)	1,664	(7,197)			
	G	(28)	(27)	(1)		1						
	G	(2,270)	(2,949)	679	679		(1,035)	(679)	(1,714)			
	A			0								
	G	(10)	(10)	0								
	G	(15)	(15)	0								
	G	(5)	(5)	0								
	G	(1,117)	(1,287)	170	170		(1,777)	(170)	(1,947)			
		<b>(16,521)</b>	<b>(15,705)</b>	<b>(816)</b>	<b>(815)</b>	<b>1</b>	<b>(11,844)</b>	<b>815</b>	<b>(11,029)</b>	<b>(173)</b>	<b>0</b>	
											<b>(173)</b>	

CAPITAL FINANCING		2015/16					2016/17			2017/18		
		Projected	Latest	Variance	Timing	Budget	Latest	Variance	Projected	Latest	Variance	Projected
		Outturn	Approved Budget		Movement Fwd (Bwd)	Movement	Approved Budget		Budget	Approved Budget		Budget
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
<b>Other External Grants &amp; Contributions</b>												
	G	(615)	(615)	0				0				
	G			0					(100)		(100)	
	G	(20)	(20)	0								
	A	(134)	(151)	17		17						
	G	(36)	(36)	0					(25)		(25)	
	G	(18)	(18)	0								
	G			0			(550)	(550)				
	G	(29)	(29)	0								
	G	(31)	(31)	0								
	G	(250)	(250)	0			(600)	(600)				
	G	(407)	(551)	144	144		(922)	(144)	(1,066)	(73)	(73)	
	G			0			(75)	(75)				
	G	(27)	(27)	0			(197)	(197)	(620)		(620)	
	G			0			(2,500)	(2,500)				
	G			0					(1,000)		(1,000)	
	G	17	0	17		17						
	G	(86)	(86)	0								
	G	(56)	(56)	0								
	G	(55)	(55)	0								
		<b>(1,747)</b>	<b>(1,925)</b>	<b>178</b>	<b>144</b>	<b>34</b>	<b>(4,844)</b>	<b>(144)</b>	<b>(4,988)</b>	<b>(1,818)</b>	<b>0</b>	<b>(1,818)</b>
<b>Developer Contributions</b>												
	G	(88)	(88)	0								
	G	(35)	(35)	0								
	G	(43)	(43)	0								
	G	(150)	(150)	0			(100)	(100)	(100)		(100)	
		<b>(316)</b>	<b>(316)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(100)</b>	<b>0</b>	<b>(100)</b>	<b>(100)</b>	<b>0</b>	<b>(100)</b>
<b>Capital Receipts</b>												
	G	<b>(1,524)</b>	<b>(1,699)</b>	<b>175</b>		<b>175</b>	<b>(1,435)</b>		<b>(1,435)</b>	<b>(2,630)</b>		<b>(2,630)</b>
<b>General Capital Grant</b>												
	G	<b>(11,007)</b>	<b>(11,007)</b>	<b>0</b>			<b>(12,000)</b>		<b>(12,000)</b>	<b>(12,000)</b>		<b>(12,000)</b>
<b>Plant &amp; Vehicle Fund</b>												
	A	<b>(2,908)</b>	<b>(2,634)</b>	<b>(274)</b>		<b>(274)</b>	<b>(2,000)</b>		<b>(2,000)</b>	<b>(2,000)</b>		<b>(2,000)</b>
<b>Borrowing</b>												
	G	(231)	(231)	0								
	G			0								
	A	(12,405)	(16,229)	3,824	3,813	11	(30,190)	(3,813)	(34,003)	(3,166)		(3,166)
		<b>(12,636)</b>	<b>(16,460)</b>	<b>3,824</b>	<b>3,813</b>	<b>11</b>	<b>(30,190)</b>	<b>(3,813)</b>	<b>(34,003)</b>	<b>(3,166)</b>	<b>0</b>	<b>(3,166)</b>
<b>TOTAL CAPITAL FUNDING</b>		<b>(47,809)</b>	<b>(50,910)</b>	<b>3,101</b>	<b>3,162</b>	<b>(59)</b>	<b>(63,221)</b>	<b>(3,162)</b>	<b>(66,383)</b>	<b>(21,907)</b>	<b>0</b>	<b>(21,907)</b>

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## 2015/16 BLOCK ALLOCATIONS

Project Name	Initial Allocation Approval	Latest Approved Budget £'000	Proposed Move- ment £'000	Projected Outturn £'000	Actuals to 31/12/15 £'000
<b>PLACE</b>					
<b>LOOKING AFTER THE BORDERS</b>					
<b>Road &amp; Bridge Infrastructure</b>					
<b>General Roads and Bridges Block</b>					
Footways	24/03/2015	63.0		63.0	25.0
Surface Dressing	24/03/2015	1,746.0		1,746.0	1,062.0
Patching	24/03/2015	574.0		574.0	382.0
Overlays	24/03/2015	2,001.0	23.0	2,024.0	1,363.0
Walls and Structures	26/05/2015	69.0		69.0	19.0
Masonry Works	24/03/2015	143.0		143.0	92.0
C8 Carlows Bridge	24/03/2015	9.0		9.0	0.0
Drainage	24/03/2015	47.0		47.0	14.0
Unallocated	18/08/2015	0.0		0.0	0.0
Virement from Emergency & Unplanned Schemes			(23.0)		
		4,652.0	0.0	4,675.0	2,957.0
<b>Engineering Minor Works</b>					
Oxnam Road, Jedburgh	18/08/2015	85.0		85.0	14.0
Hawkslee Newtown St Boswells	09/06/2015	18.0		18.0	9.0
Dingleton Melrose	24/02/2015	65.0		65.0	65.0
Pedestrian Links, Hawick	24/02/2015	15.0		15.0	0.0
Unallocated		0		0	0
		183.0	0.0	183.0	88.0
<b>Lighting Infrastructure</b>					
<b>General Lighting Block</b>					
Replace Cut Down Columns	24/03/2015	17.0	29.0	46.0	3.0
Main Road, Stow	24/03/2015	43.0	(5.0)	38.0	31.0
Burnfoot Road, Hawick	24/03/2015	43.0	(6.0)	37.0	37.0
Langlee Street, Galashiels	24/03/2015	22.0	(10.0)	12.0	0.0
A72 Walkerburn	24/03/2015	43.0	(8.0)	35.0	34.0
Main Road, Heiton	24/03/2015	32.0		32.0	15.0
Unallocated	24/03/2015	0.0		0.0	0.0
		200.0	0.0	200.0	120.0
<b>Cycling, Walking &amp; Safety Infrastructure</b>					
<b>Accident Investigation Prevention Schemes</b>					
Traffic Calming	24/03/2015	10.0		10.0	1.0
Road Safety Measures	24/03/2015	33.0	3.0	36.0	5.0
AIP Design	24/03/2015	3.0	(3.0)	0.0	0.0
Unallocated		0.0		0.0	0.0
		46.0	0.0	46.0	6.0
<b>Cycling, Walking &amp; Safer Streets</b>					
Cycling Related Activities	24/03/2014	126.0	(55.0)	71.0	31.0
School Travel Plan Road Safety	24/03/2014	65.0	55.0	120.0	10.0
Unallocated	24/03/2014	0.0		0.0	0.0
		191.0	0.0	191.0	41.0
<b>Railway Black Path</b>					
Tweedbank Drive to New Station	24/02/2015	8.0		8.0	3.0
Winston Road, Galashiels	24/02/2015	4.0		4.0	4.0
Clovenfords Link	18/08/2015	73.0		73.0	65.0
Buckholm Path	18/08/2015	3.0		3.0	2.0
Langlee Path	18/08/2015	22.0		22.0	19.0
Signing Strategy	18/08/2015	20.0	10.0	30.0	26.0
BGH Path	18/08/2015	55.0	(2.0)	53.0	0.0
B&Q Lighting	18/08/2015	4.0		4.0	0.0
Benches	18/08/2015	3.0		3.0	0.0
Redetermination Order	18/08/2015	5.0	(3.0)	2.0	0.0
Street Lighting Black Path	02/07/2015	120.0		120.0	50.0
Reduction in external funding			17.5		
Unallocated	24/03/2015	39.0	(22.5)	16.5	0.0
		356.0	0.0	338.5	169.0

Project Name	Initial Allocation Approval	Latest	Proposed Move- ment	Projected Outturn	Actuals to 31/12/15
		Approved Budget			
		£'000	£'000	£'000	£'000
<b>Flood Protection Infrastructure</b>					
<b>Flood Protection Works, Efficiency and Emergency Measures</b>					
Programme Management	12/02/2015	31.0	(5.0)	26.0	19.0
Burnmouth Rail Culvert (finishing works)	17/11/2015	3.0		3.0	3.0
Community Resilience	24/03/2015	10.0	6.5	16.5	0.0
Liddesdale Crescent, Hawick	24/03/2015	200.0		200.0	170.0
Merlindale Flood Protection	13/05/2014	91.0	83.5	174.5	15.0
Meigle View/Riddle Dumble Park	24/02/2014	1.0		1.0	0.0
Still Burn Culvert, Fountainhall	24/03/2015	100.0	(100.0)	0.0	0.0
Bakehouse Burn Culvert, Galashiels	01/07/2015	60.0	15.0	75.0	56.0
Unallocated		0.0		0.0	0.0
		496.0	0.0	496.0	263.0
<b>Waste Management Infrastructure</b>					
<b>CRC - Improved Skip Infrastructure</b>					
Eshiels Recycling Centre	24/03/2015	57.0		57.0	1.0
Hawick CRC Skip	18/08/2015	374.0		374.0	14.0
Galashiels CRC Skip	18/08/2015	20.0		20.0	0.0
Unallocated		0.0		0.0	0.0
		451.0	0.0	451.0	15.0
<b>CRC - Enhancements</b>					
Galashiels CRC	18/08/2015	20.0		20.0	20.0
Hawick CRC	17/11/2015	15.0		15.0	0.0
Unallocated		0.0		0.0	0.0
		35.0	0.0	35.0	20.0
<b>CCTV Community Recycling Centres</b>					
Selkirk CRC	24/03/2015	2.0	(1.0)	1.0	1.0
Eyemouth CRC	24/03/2015	1.0	(1.0)	0.0	0.0
Unallocated		0.0		0.0	0.0
Timing movement to 2016/17			2.0		
		3.0	(2.0)	1.0	1.0
<b>Other</b>					
<b>Play Facilities</b>					
Gibson Park Melrose	24/03/2015	33.0	33.0	66.0	0.0
Foulden	24/03/2015	13.0		13.0	13.0
Unallocated	24/03/2015	0.0		0.0	0.0
Timing movement from 2016/17			(33.0)		
		46.0	33.0	79.0	13.0
<b>Cemetery Land Acquisition &amp; Development</b>					
Cemetery, Coldstream	17/11/2015	5.0		5.0	0.0
Unallocated	24/03/2015	0.0		0.0	0.0
		5.0	0.0	5.0	0.0
<b>Contaminated Land</b>					
Redbraes	24/03/2015	6.0		6.0	6.0
Ayton	24/03/2015	7.0		7.0	4.0
Ayton Mill	28/08/2015	34.0		34.0	19.0
Stow	17/11/2015	33.0	(33.0)	0.0	0.0
Timing movement to 2016/17			33.0		
Unallocated	24/03/2015	8.0		8.0	0.0
		88.0	0.0	55.0	29.0



Project Name	Initial Allocation Approval	Latest Approved Budget £'000	Proposed Move- ment £'000	Projected Outturn £'000	Actuals to 31/12/15 £'000
<b>BUSINESS PROCESS TRANSFORMATION</b>					
<b>Property &amp; Asset Programme</b>					
<b>Structural / H&amp;S Work Block</b>					
Cleaning Equipment	24/03/2015	0.0		0.0	0.0
Teviothead Cemetery Wall Ph2	24/03/2015	11.0		11.0	0.0
St Boswells PS Resurfacing	24/03/2015	8.0		8.0	7.0
Gala Academy Resurfacing Ph1	24/03/2015	19.0		19.0	19.0
Howdenburn PS Flue Replacement	24/03/2015	20.0	(20.0)	0.0	0.0
Selkirk HS Lighting Ph1	24/03/2015	45.0		45.0	37.0
Wilton Park Resurfacing	24/03/2015	19.0		19.0	0.0
Melrose Grammar Lighting	24/03/2015	21.0		21.0	21.0
Hawick HS Env Imp	24/03/2015	0.0		0.0	2.0
Parkside PS Structural Wall	24/03/2015	16.0		16.0	0.0
Morebattle PS Internal Env Improvements	24/03/2015	7.0		7.0	7.0
Edenside PS Water Storage	24/03/2015	9.0		9.0	9.0
Peebles HS Internal Env Improvements	24/03/2015	33.0		33.0	33.0
Kelso Tait Hall Lift Installation	24/03/2015	8.0		8.0	8.0
Howdenburn PS Flue Replacement	24/03/2015	0.0	20.0	20.0	9.0
Gordon Old Cemetery Structural Wall	24/03/2015	16.0		16.0	0.0
St Mary's Mill H & S	24/03/2015	22.0		22.0	9.0
Coldstream PS Lighting	24/03/2015	8.0	3.0	11.0	11.0
4-8 Newtown Street Duns Roof	24/03/2015	25.0	10.8	35.8	36.0
Homeplace Workshops, Coldstream	16/02/2016	0.0	60.0	60.0	0.0
Jedburgh Town Hall	16/02/2016	0.0	17.7	17.7	0.0
Unallocated		0.0		0.0	0.0
Reallocation within P & A block			(91.5)		
		287.0	0.0	378.5	208.0
<b>Asbestos Management Block</b>					
St Margaret's Asbestos Removal	17/11/2015	2.0	0.2	2.2	2.0
St Peters Asbestos Removal		0.0	6.0	6.0	2.0
Stow Old School Asbestos Removal	16/02/2016	0.0	3.5	3.5	0.0
Grantshouse Outdoor Centre Asbestos	16/02/2016	0.0	1.6	1.6	0.0
Asbestos Inspections		0.0	0.0	0.0	12.0
Asbestos Removal		0.0	0.0	0.0	4.0
Unallocated	18/08/2015	18.0	(11.0)	7.0	0.0
Reallocation within P & A block			(0.3)		
		20.0	(0.0)	20.3	20.0
<b>Building Systems Efficiency Upgrades Block</b>					
Wilton Park PS Boiler Upgrade	24/03/2015	33.0	(2.5)	30.5	30.0
St Margarets PS Boiler	24/03/2015	15.0	(0.2)	14.8	15.0
Tweedbank PS Heating	24/03/2015	28.0	(28.0)	0.0	0.0
Hawick HS Heating	24/03/2015	35.0		35.0	35.0
Peebles HS Heating	24/03/2015	22.0		22.0	19.0
Burnfoot CS Heating	24/03/2015	28.0	(3.0)	25.0	22.0
St Ronans Gym Hall Heating	24/03/2015	13.0	0.8	13.8	14.0
HQ IT Heating	17/11/2015	20.0	30.9	50.9	26.0
Reallocation within P & A block		0.0	(2.0)	(2.0)	1.0
Unallocated		0.0		0.0	0.0
		194.0	(4.0)	190.0	162.0
<b>Electrical Infrastructure Upgrades Block</b>					
Galashiels Academy Electrical Upgrade	24/03/2015	73.0	0.5	73.5	67.0
St Boswells PS Electrical Upgrade	24/03/2015	78.0	0.5	78.5	71.0
Newcastleton Electrical Upgrade			1.5	1.5	1.0
Unallocated		6.0	(2.5)	3.5	0.0
Timing Movement		0.0		0.0	0.0
		157.0	0.0	157.0	139.0

Project Name	Initial Allocation Approval	Latest Approved Budget £'000	Proposed Move- ment £'000	Projected Outturn £'000	Actuals to 31/12/15 £'000
<b>Building Thermal Efficiency Upgrades Block</b>					
Howdenburn PS Roof Cover	24/03/2015	37.0	2.5	39.5	40.0
Wilton PS Roof Upgrade Ph3	24/03/2015	32.0	3.0	35.0	35.0
Cockburnspath PS Window Upgrade	24/03/2015	21.0	(0.8)	20.2	20.0
Greenlaw PS Windows Phase 1	24/03/2015	24.0	(11.4)	12.6	11.0
Langlee CPD Centre Upgrade Roof	24/03/2015	44.0	(1.5)	42.5	43.0
Earlston PS Roof Upgrade P1	24/03/2015	8.0		8.0	7.0
Wilton PS Roof Upgrade Ph4	17/11/2015	19.0	2.0	21.0	21.0
Burnfoot PS Roof Upgrade P1	24/03/2015	30.0	(30.0)	0.0	0.0
St Ronans PS Window Ph4	24/03/2015	28.0	(3.0)	25.0	24.0
Walkerburn PS Window PH3	24/03/2015	9.0		9.0	9.0
Morebattle PS Roof Upgrade P1	24/03/2015	15.0	(1.8)	13.2	13.0
Hawick HS Roof Upgrade Ph1	24/03/2015	25.0	3.0	28.0	26.0
Swinton PS Windows	24/03/2015	22.0	(22.0)	0.0	0.0
Langlee CPD Office Upgrade	18/08/2015	35.0	(35.0)	0.0	0.0
Unallocated	24/03/2015	0.0	5.2	5.2	0.0
Reallocation within P & A block		0.0	89.8		0.0
		349.0	0.0	259.2	249.0
<b>Energy Efficiency Projects</b>					
Boiler Optimisers	17/11/2015	275.0		275.0	0.0
Virement to HQ Main Office Block		0.0		0.0	0.0
Unallocated	18/08/2015	0.0		0.0	0.0
		275.0	0.0	275.0	0.0
<b>Other Property</b>					
<b>Demolition and Site Preparation Block</b>					
Scott House	24/03/2015	1.0		1.0	0.0
Earlston HS		60.0	(25.0)	35.0	0.0
Eyemouth HS	24/03/2015	334.0	(30.0)	304.0	243.0
Duns Public Toilet	24/03/2015	16.0	(3.0)	13.0	11.0
Unallocated		0.0		0.0	0.0
Timing movement to 2016/17			58.0		
		411.0	(58.0)	353.0	254.0
<b>Cleaning Equipment Replacement Block</b>					
Cleaning Equipment Replacement	24/03/2015	38.0		38.0	37.0
Cleaning Equip - Driers	17/11/2015	14.0	9.0	23.0	23.0
Transfer from Revenue (CFCR)			-9.0		
Unallocated		0.0		0.0	0.0
		52.0	0.0	61.0	60.0
<b>Combined Depot Enhancements</b>					
Galashiels Roads Depot, Wheatlands Road	18/08/2015	14.0		14.0	0.0
Duns Depot, Station Road	18/08/2015	55.0		55.0	43.0
Easter Langlee Depot, Galashiels	18/08/2015	25.0		25.0	1.0
Reiver Complex Road Depot, Newtown St Bos	18/08/2015	60.0		60.0	0.0
Lower Mansfield Combined Depot, Hawick	18/08/2015	50.0		50.0	28.0
Unallocated	12/02/2015	0.0		0.0	0.0
		204.0	0.0	204.0	72.0
<b>Office Accommodation Transformation Block</b>					
Area Hot Desk/Drop in Facility		5.0	(2.5)	2.5	0.0
E & I Moves		10.0	2.7	12.7	0.0
Post Room & Cleaning Service	24/03/2015	5.0	(0.2)	4.8	5.0
SBC/NHS Office Moves - Earlston	24/03/2015	110.0		110.0	0.0
HQ Reception/Office Rationalisation	24/03/2015	0.0		0.0	1.0
Galashiels People Office Rationalisation	17/11/2015	150.0	(143.5)	6.5	0.0
Timing movement to 2016/17			143.5		
Unallocated		0.0		0.0	0.0
		280.0	0.0	136.5	6.0

Project Name	Initial	Latest	Proposed Move- ment	Projected Outturn	Actuals to 31/12/15
	Allocation Approval	Approved Budget			
<b>Other</b>					
<b>Drainage in Parks and Open Spaces</b>					
Wilton Lodge Park Hawick	18/08/2015	12.0	(6.0)	6.0	0.0
Gibson Park Melrose	24/03/2015	4.0		4.0	3.0
Home Park Coldstream	18/08/2015	30.0		30.0	27.0
Stow Drainage		0.0	6.0	6.0	0.0
Unallocated		5.0		5.0	0.0
		51.0	0.0	51.0	30.0
<b>Additional Drainage in Parks and Open Spaces</b>					
St Boswells	18/08/2015	23.0		23.0	20.0
Unallocated		0.0		0.0	0.0
		23.0	0.0	23.0	20.0

## PEOPLE

### LOOKING AFTER THE BORDERS

#### School Infrastructure

##### School Refurbishment & Capacity Block

Westruther PS Extension	24/03/2015	31.0	(18.0)	13.0	8.0
Chirside PS	24/02/2015	250.0	1.0	251.0	235.0
Unallocated	24/03/2015	0.0	0.0	0.0	0.0
Virement to Peebles HS Sports Facility			6.0		
Timing Movement 2016/17			11.0		
		281.0	0.0	264.0	243.0

##### Early Years Centres Block

Eyemouth PS Early Years Centre	24/03/2015	106.0		106.0	105.0
Philiphaugh PS Early Years Centre	24/03/2015	20.0		20.0	20.0
Burnfoot PS Early Years Centre	24/03/2015	50.0		50.0	48.0
Unallocated	24/03/2015	0.0		0.0	0.0
		176.0	0.0	176.0	173.0

##### Early Learning and Childcare Block

Tweedbank PS ELCC 3&4's	24/03/2015	175.0	35.0	210.0	199.0
Coldstream PS ELCC 3&4's	24/03/2015	250.0	86.0	336.0	260.0
Burnfoot PS ELCC 2's	24/03/2015	100.0	40.0	140.0	137.0
Cockburnspath PS ELCC 3&4's	24/03/2015	154.0	17.0	171.0	145.0
Trinity PS ELCC 2's	24/03/2015	13.0		13.0	0.0
Philiphaugh PS ELCC 3&4'S	18/08/2015	55.0	6.0	61.0	61.0
Stow PS ELCC 3&4'S	18/08/2015	20.0	(15.0)	5.0	4.5
Knowepark PS ELCC 3&4'S	18/08/2015	220.0	(170.0)	50.0	7.0
Halyrude ELCC 3&4'S	18/08/2015	5.0		5.0	0.0
Melrose PS ELCC 3&4'S	18/08/2015	20.0		20.0	0.0
Edenside PS ELCC 3&4'S	18/08/2015	20.0		20.0	3.5
Wilton PS ELCC 3&4'S	18/08/2015	5.0		5.0	3.0
Burnfoot PS ELLC 3&4 Kitchen	18/08/2015	10.0	6.0	16.0	16.0
Glendinning PS ELLC 3&4 Kitchen	18/08/2015	10.0		10.0	10.0
Howdenburn PS ELCC 3&4 Kitchen	18/08/2015	20.0		20.0	18.5
Melrose PS ELCC 3&4 Kitchen	18/08/2015	13.0	3.0	16.0	15.0
St Peters PS ELCC 3&4 Kitchen	18/08/2015	11.0		11.0	10.5
Priorsford ELCC 3&4 Kitchen	18/08/2015	12.0		12.0	12.0
Parkside PS Nursery Alterations	18/08/2015	24.0		24.0	17.0
Fountainhall PS Changing Rooms	18/08/2015	40.0	(39.0)	1.0	1.0
Unallocated ELLC 3&4's	24/03/2015	100.0	(43.0)	57.0	0.0
Unallocated ELLC 2's	24/03/2015	10.0	(10.0)	0.0	0.0
Virement from School Health & Safety Block			(76.0)		
Virement from Equality Act School Adaptations (DDA) Block			(10.0)		
Timing Movement to 2016/17			170.0		
		1,287.0	0.0	1,203.0	920.0

Project Name	Initial Allocation Approval	Latest Approved Budget £'000	Proposed Move- ment £'000	Projected Outturn £'000	Actuals to 31/12/15 £'000
<b>Social Work</b>					
<b>Residential Care Home Upgrade Block</b>					
Saltgreens, Eyemouth	24/03/2015	175.0	(50.0)	125.0	2.5
Waverly, Galashiels	24/03/2015	695.0	(495.0)	200.0	34.5
Unallocated	24/03/2015	0.0		0.0	
Virement from Fire Compartments in Care Homes Block			(133.0)		
Timing Movement to 2016/17			678.0		
		870.0	0.0	325.0	37.0
<b>Fire Compartments in Care Homes Block</b>					
Deanfield, Hawick	24/03/2015	45.0	(10.0)	35.0	2.0
Grove House, Kelso	24/03/2015	45.0	10.0	55.0	1.0
Saltgreens, Eyemouth	24/03/2015	10.0		10.0	7.0
St Ronans, Innerleithen	24/03/2015	45.0		45.0	5.0
Waverly, Galashiels	24/03/2015	133.0	(133.0)	0.0	0.0
Unallocated	24/03/2015	0.0		0.0	0.0
Virement to Residential Care Home Upgrade Block			133.0		
		278.0	0.0	145.0	15.0
<b>BUSINESS PROCESS TRANSFORMATION</b>					
<b>School Infrastructure</b>					
<b>School Health &amp; Safety Block</b>					
Audit - Window Replacement	24/02/2015	25.0	(5.0)	20.0	0.0
Broughton PS Secure Reception	24/02/2015	33.0	7.0	40.0	38.0
Coldstream PS Window Replacement	24/02/2015	76.0	(76.0)	0.0	0.0
School Fire Alarms	24/02/2015	6.5		6.5	0.0
Selkirk HS Window Replacement	24/02/2015	72.0	(0.5)	71.5	48.0
St Ronans PS Secure Reception	24/02/2015	38.5		38.0	38.0
Wilton PS Secure Reception	24/02/2015	33.0	(1.0)	32.0	29.0
Chirnside PS Window Replacement	18/08/2015	0.0	5.0	5.0	2.0
Edenside PS Window Replacement	18/08/2015	27.5	(21.5)	6.0	6.0
Parkside PS Open/Eating Area	18/08/2015	10.0	(2.0)	8.0	8.0
Parkside PS Window Replacement	18/08/2015	66.0	(9.0)	57.0	34.0
Peebles HS Fire Alarm	18/08/2015	15.0		15.0	1.0
St Ronans PS Fire Alarm	18/08/2015	6.5	(1.0)	5.5	5.0
Walkerburn PS Fire Alarm	18/08/2015	7.0		7.0	7.0
Philiphagh PS Secure Entrance	NEW	0.0	5.0	5.0	0.0
Unallocated	24/02/2015	7.0	(7.0)	0.0	0.0
Virement to Early Learning and Childcare Block			76.0		
Timing movement to 2016/17			30.0		
		423.0	0.0	316.5	216.0
<b>School Kitchen Improvement Block</b>					
Universal Free School Meals P1-P3	24/03/2015	32.0	(1.0)	31.0	31.0
St Peters Primary School	24/03/2015	41.0		41.0	41.0
Trinity PS Floor Replacement	24/03/2015	9.0		9.0	9.0
Peebles HS	30/09/2015	220.0		220.0	223.0
Earlston PS	30/09/2015	37.0	(9.0)	28.0	28.0
Kingsland PS Equipment	NEW	0.0	3.5	3.5	0.0
Unallocated	24/03/2015	11.0	(11.0)	0.0	0.0
Timing Movement to 2016/17			17.5		
		350.0	0.0	332.5	332.0
<b>Equality Act School Adaptations (DDA) Block</b>					
Burnfoot PS DDA Works	24/02/2015	112.0		112.0	101.0
Coldstream PS DDA Works	24/02/2015	10.0	(10.0)	0.0	0.0
Earlston PS DDA Works	24/02/2015	13.0		13.0	9.0
Lilliesleaf PS DDA Works	24/02/2015	26.0		26.0	21.0
Peebles PS DDA Works	24/02/2015	17.0	(17.0)	0.0	0.0
Priorsford PS DDA Works	24/02/2015	18.0	1.0	19.0	19.0
Gala Academy DDA Works	NEW	0.0	1.0	1.0	1.0
Jedburgh GS Equalities Works	NEW	0.0	1.0	1.0	1.0
Unallocated	24/03/2015	4.0	14.0	18.0	0.0
Virement to Early Learning and Childcare Block			10.0		
		200.0	0.0	190.0	152.0

Project Name	Initial	Latest	Proposed Move- ment	Projected Outturn	Actuals to 31/12/15
	Allocation Approval	Approved Budget			
<b>CHIEF EXECUTIVE</b>					
<b>LOOKING AFTER THE BORDERS</b>					
<b>Sports Facility Infrastructure</b>					
<b>Sports Trusts - Plant &amp; Services</b>					
Energy Savings Projects	24/03/2015	22.0		22.0	0.0
Tweedbank BC Works	24/03/2015	9.0		9.0	4.0
Eymouth LC Refurbishment	24/03/2015	140.0	13.0	153.0	0.0
Selkirk LC Refurbishment	24/03/2015	174.0	(174.0)	0.0	0.0
Galashiels Tennis Centre Resurface	17/11/2015	10.0	(10.0)	0.0	0.0
Unallocated		24.0	(3.0)	21.0	0.0
Timing Movement to 2016/17			174.0		
		379.0	0.0	205.0	4.0
<b>BUSINESS PROCESS TRANSFORMATION</b>					
<b>IT Infrastructure</b>					
<b>General IT Block</b>					
Boardroom AV	24/03/2015	1.0		1.0	1.0
E&I Domestic Abuse MIS	24/03/2015	16.5		16.5	16.5
Aerial Imagery	24/03/2015	15.5		15.5	0.0
Server Room Kit	24/03/2015	17.0	(17.0)	0.0	0.0
E&I-Uniform Upgrade	24/03/2015	21.5		21.5	9.0
Lagan Upgrade	24/03/2015	8.0		8.0	4.5
PSN Improvement Work	24/03/2015	0.0		0.0	0.0
Building Information Modelling	24/03/2015	10.0		10.0	0.0
Smartboard Enterprise	18/08/2015	29.0		29.0	29.0
PSN	18/08/2015	15.0		15.0	1.0
Confirm V15 Upgrade	18/08/2015	15.0	(3.0)	12.0	6.0
Desktop Technology	18/08/2015	30.0		30.0	6.0
Website Development	18/08/2015	27.0		27.0	8.0
Schnieder	17/11/2015	20.0		20.0	0.0
CMT & Service Directors Surfaces	NEW	0.0	22.0	22.0	22.0
Unallocated	24/03/2015	10.5	(5.0)	5.5	1.0
Reallocation to Triple Wifi			3.0		
		236.0	0.0	233.0	104.0

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## Analysis of Variance to Latest Approved Budget

	Timing Movement Budget (Backward)/ Forward	Budget Movement Budget linked to Increase/ (Decrease) in funding	Budget Movement in year - Virement
	£000	£000	£000
<b>Place - Looking after the Borders</b>			
GIRR4			2
Transport Interchange			(2)
General Roads and Bridges Block			23
A72 Dirtpot Corner - Traffic Management	10		
CCTV Renewals		(23)	
Railway Black Path		(17)	
Innerleithen - Walkerburn - Shared Access Route	(41)		
Galashiels Flood Protection		(175)	
Selkirk Flood Protection	2,080		
Hawick Flood Protection	(90)		
Easter Langlee Cell Provision	(40)		
Food Waste Collections	(21)		
Easter Langlee Leachate Management Facility	(32)		
Waste Transfer Stations Health & Safety Works	(15)		
Waste Transfer Station	(70)		
CCTV Community Recycling Centres	(2)		
Play Facilities	33		
HQ Main Office Block	(300)		
Contaminated Land Block	(33)		
	1,479	(215)	23
<b>Place - Business Process Transformation</b>			
Structure/H&S Works Block			91
Asbestos Management Block			1
Building Systems Efficiency Upgrades Block			(2)
Building Thermal Efficiency Upgrades Block			(89)
Demolition & Site Preparation Block	(58)		
Office Accommodation Transformation Block	(144)		
Cleaning Equipment Replacement Block			9
Plant & Vehicle RePlacement - P&V Fund		274	
Other Fleet		1	
	(202)	275	10
<b>TOTAL - Place</b>	<b>1,277</b>	<b>60</b>	<b>33</b>
<b>People - Looking after the Borders</b>			
Duns Primary School & Locality Support Centre	(682)		
Peebles HS Sports Facility			6
Kelso High School	(800)		
Galashiels School Review	(80)		
Langlee Primary School	(604)		
Broomlands Primary School	(347)		
School Refurbishment & Capacity Block	(11)		(6)
Early Learning and Childcare Block	(170)		86
Complex Needs - Central Education Base	(387)		
Residential Care Home Upgrade Block	(678)		133
Fire Compartments in Care Homes Block			(133)
Projects Funded from Revenue (Social Work)		6	
	(3,759)	6	86
<b>People - Business Process Transformation</b>			
School Health & Safety Block	(30)		(76)
School Kitchen Improvement Block	(18)		
Equality Act School Adaptations (DDA) Block			(10)
Projects Funded from Revenue (School Infrastructure)		6	
BAES Autoclave Relocation	(87)		
	(48)	6	(86)
<b>TOTAL - People</b>	<b>(3,894)</b>	<b>12</b>	<b>0</b>
<b>Chief Executive - Looking after the Borders</b>			
Wilton Lodge Park	(200)		
Great Tapestry of Scotland - Building	205		
Selkirk 2G Synthetic Pitch	(20)	(20)	
Peebles 3G Synthetic Pitch	10		
Hawick 3G Synthetic Pitch	(20)		
Sports Trusts - Plant and Services Block	(174)		
	(199)	(20)	0
<b>Chief Executive - Business Process Transformation</b>			
General IT Block			(3)
Business Systems Real Time Monitoring	(47)		
Passenger Transport MIS	(62)		
Rent Management & Accounting System	(28)		
Triple Wi-Fi Provision			3
Corporate Applications Suite	(100)		
Confirm Mobile Implementation	(110)		
	(347)	0	0
<b>TOTAL - Chief Executive</b>	<b>(546)</b>	<b>(20)</b>	<b>0</b>
<b>Emergency &amp; Unplanned Schemes</b>			
General Roads and Bridges Block			(23)
<b>TOTAL - Emergency &amp; Unplanned Schemes</b>	<b>0</b>	<b>0</b>	<b>(23)</b>
<b>Total Budget Movement</b>	<b>(3,163)</b>	<b>52</b>	<b>10</b>

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## SBC COMMUNITY GRANT SCHEME – YEAR END POSITION 2015/16

### Report by Chief Executive

## EXECUTIVE COMMITTEE

16<sup>TH</sup> FEBRUARY 2016

### 1 PURPOSE AND SUMMARY

1.1 **The report informs members of the estimated year end balances in the Community Grant Scheme (CGS) for 2015/16 and recommends that any final year end balances are carried forward into 2016/17, in line with the agreed CGS processes.**

1.2 The current budget position of the CGS 2015/16 and estimated year end balances are as follows:

1.3

<b>Budget Heading</b>	<b>Total Budget 2015/16</b>	<b>Expenditure to Date</b>	<b>Applications Pending</b>	<b>Estimated year end balance as at end Dec 2015</b>
Berwickshire	£22,481	£22,481	£0	£0
Cheviot	£22,669	£13,482	£5,000	£4,187
Eildon	£43,912	£39,190	£1,345	£3,377
Teviot & Liddesdale	£28,198	£8,996	£8,541	£10,661
Tweeddale	£35,260	£15,661	£4,028	£15,571
Generic	£15,056	£13,840	£0	£1,216
<b>Totals</b>	<b>£167,576</b>	<b>£113,650</b>	<b>£18,914</b>	<b>£35,012</b>

1.4 If the recommendations of this report are approved, the estimated year end balance of £35,012 will be detailed as a virement request for ear-marking in the Financial Services report to Executive Committee in March 2016.

1.5 Members should note that year end balances are estimated as at January 2016 and final carry forwards as at March 2016 may be lower.

### 2 RECOMMENDATIONS

2.1 **I recommend that the Committee:**

(a) **Notes the estimated year end balances for 2015/16;**

(b) **Approves the carry forward of any year-end balance from 2015/16 into 2016/17.**

### 3 BUDGET INFORMATION

- 3.1 The 2015/16 base budget for the Community Grant Scheme is £132,715.
- 3.2 From the base budget, £10,000 is deducted to create the Generic Budget - which provides funding for Borders-wide and non Borders based groups.
- 3.3 The remainder of the budget (£122,715) is then split between the 5 Area Forum areas based on the 2013 Mid-Year Population estimates. The approved ear marked balances from 2014/15 are also added.
- 3.4 Four organisations did not fully spend their 2014/15 grants totalling £12,103. In addition, £986 was carried forward into the Generic Budget from Local Festivals Grants Scheme, as agreed by Executive Committee in January 2009. The total amount of £13,089 is shown against the relevant CGS budget at Para 3.5 Column (c) Grant Refunds.
- 3.5 The final CGS budget position as at April 2015 is therefore as follows:

	<b>Base Budget 2015/16 (a)</b>	<b>Approved ear-marked balances 2014/15 (b)</b>	<b>Grant Refunds (c)</b>	<b>2015/16 Total Budget (d)</b>
Berwickshire	£22,481	£0	£0	£22,481
Cheviot	£17,683	£0	£4,986	£22,669
Eildon	£41,809	£2,103	£0	£43,912
Teviot & Liddesdale	£20,052	£3,146	£5,000	£28,198
Tweeddale	£20,690	£13,729	£841	£35,260
Generic	£10,000	£2,794	£2,262	£15,056
<b>TOTALS</b>	<b>£132,715</b>	<b>£21,772</b>	<b>£13,089</b>	<b>167,576</b>

- 3.6 The CGS has awarded grants totalling £113,650 to end December 2015.
- 3.7 For full details of grants awarded and estimated underspends see attached Appendix.

### 5 IMPLICATIONS

#### 5.1 Financial

There are no additional financial implications in relation to the recommendations in this report. The report recommends that the 2015/16 year end balances are carried forward into 2016/17 in line with the agreed processes of the CGS

#### 5.2 Risk and Mitigations

There are no risks to the Council in relation to the recommendation in this report.

#### 5.3 Equalities

(a) Not applicable.

#### 5.4 Acting Sustainably

(a) Not applicable.

#### 5.5 Carbon Management

(a) Not applicable.

5.6 **Rural Proofing**

(a) Not applicable.

5.7 **Changes to Scheme of Administration or Scheme of Delegation**

(a) There are no changes to be made.

**6 CONSULTATION**

6.1 The Chief Financial Officer, the Monitoring Officer, the Chief Legal Officer, the Chief Officer Audit and Risk, the Chief Officer HR and the Clerk to the Council have been consulted and any comments received have been incorporated into the final report.

**Approved by**

**Tracey Logan  
Chief Executive**

**Signature .....**

**Author(s)**

Name	Designation and Contact Number
Linda Cornwall	Grants Co-ordinator Ext. 6659
Jean Robertson	Funding & Project Officer Ext. 6543

**Background Papers:**

**Previous Minute Reference: 27.01.2009 Executive Committee**

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

Contact us at Scottish Borders Council, Council Headquarters, Newtown St Boswells TD6 0SA. Tel: 01835-826659, Fax: 01835-825059, Email:communitygrants@scotborders.gov.uk

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**SBC COMMUNITY GRANT SCHEME – YEAR END POSITION 2015/16****Berwickshire – Total Budget: £22,481**

<b>Date</b>	<b>CGS No</b>	<b>Description</b>	<b>Award</b>
14/04/15	CGS/59/14	Eyemouth & District Chamber of Trade – Kirk Square Kitchen 2015	£1,535
15/04/15	CGS/61/14	Whitsome Enhancement Group – Improved Accessibility Project	£825
15/04/15	CGS/20/14	125 Memorial Association – Phase 2 Widows & Bairns Project	£5,000
01/05/15	CGS/03/15	Eyemouth Golf Club – Restaurant Kitchen Equipment	£5,000
11/06/15	CGS/04/15	Chirnside Common Good Association – Village Leaflet	£300
29/06/15	CGS/09/15	Duns Summer Festival – Support Grant	£5,000
03/09/15	CGS/22/15	Greenlaw Football Club – Hardstanding Around Pavilion	£4,821
		<b>TOTAL</b>	<b>£22,481</b>

There is no balance remaining in 2015/16.

**Cheviot – Total Budget: £22,669**

<b>Date</b>	<b>CGS No</b>	<b>Description</b>	<b>Award</b>
16/06/15	CGS/06/15	Jedburgh Horticultural Society – Bi-centennial Event	£5,000
03/09/15	CGS/20/15	Makerstoun Village Hall – Roof Improvements	£3,482
14/01/16	CGS/31/15	Stichill Village Hall – Extension/PA Equipment	£5,000
		<b>TOTAL</b>	<b>£13,482</b>

One application totalling £5,000 is awaiting approval. The year-end balance is therefore currently estimated as £4,187.

**Eildon – Total Budget: £43,912**

<b>Date</b>	<b>CGS No</b>	<b>Description</b>	<b>Award</b>
24/04/15	CGS/66/14	Friends of Thomas the Rhymer – Rhymer/Lermontov Bust Attraction	£3,825
01/05/15	CGS/67/14	Ettrick & Yarrow Community Development Company – March Wood	£5,000
02/05/15	CGS/54/14	Lilliesleaf PS Home School Partnership – Playground Equipment	£4,594
31/07/15	CGS/14/15	Friends of Thomas the Rhymer – Rhymer/Lermontov Interpretation	£1,175
31/07/15	CGS/05/15	Galashiels Fifth Ward Community Association – Community Hall Upgrade	£4,830
31/07/15	CGS/11/15	Ettrick Forest Archers – Secure Store & Shelter at Thirladean	£4,673
03/09/15	CGS/19/15	Melrose Music Society – Dante Quartet with Danial Tong	£1,500

03/09/15	CGS/12/15	Melrose Waverley Tennis Club – Improvements to Clubhouse	£5,000
03/09/15	CGS/21/15	YES Arts Festival – Support Grant	£3,030
16/10/15	CGS/23/15	Fountainhall Village Hall – New Tables & Chairs	£4,000
26/11/15	CGS/30/15	Auld Earlston – Remembering Earlston’s Railway in Pictures	£183
07/12/15	CGS/29/15	Channelkirk After School Care Club – Support Grant	£1,380
<b>TOTAL</b>			<b>£39,190</b>

Two applications totalling £1,345 are awaiting approval. The year-end balance is therefore currently estimated as £3,377.

#### **Teviot & Liddesdale – Total Budget: £28,198**

<b>Date</b>	<b>CGS No</b>	<b>Description</b>	<b>Award</b>
19/08/15	CGS/15/15	The Club Community Trust – Creation of New Trust	£2,642
03/09/15	CGS/18/15	Hermitage Hall Committee – Refurbishment of Exterior of Hall	£2,880
04/11/15	CGS/27/15	Hawick Pantomime Group – Support Grant	£1,750
03/12/15	CGS/31/15	Newcastleton & District Community Trust – Community Petrol Pump Project	£1,724
<b>TOTAL</b>			<b>£8,996</b>

Two applications totalling £8,541 are awaiting approval. The year-end balance is therefore currently estimated as £10,661. Members should note that the high level of year-end estimate includes a £5,000 grant refund from 2014/15.

#### **Tweeddale – Total Budget: £35,260**

<b>Date</b>	<b>CGS No</b>	<b>Description</b>	<b>Award</b>
01/05/15	CGS/01/05	West Linton Community Council – Christmas Lights Phase 3	£4,997
01/05/15	CGS/02/15	Walkerburn Bowling Club – Construction of Petanque Club	£4,100
29/06/15	CGS/65/14	Cardrona Village Association – Hanging Baskets/Planters	£947
28/10/15	CGS/26/15	Peebles Community Council – Peebles Mural Project Interpretative Leaflet	£280
05/11/15	CGS/24/15	Upper Tweed Community Council – Christmas Lights Development	£337
06/11/15	CGS/25/15	NCDT – Outdoor Classroom	£5,000
<b>TOTAL</b>			<b>£15,661</b>

One application is awaiting approval totalling £4,028. The year-end balance is therefore currently estimated as £15,751. Members should note that this high level of balance includes a large year-end balance of £13,729 from 2014/15. Two other applications are also in the very early stages of development which may reduce the estimated underspend further by end March 2016.

**Generic – Total Budget: £15,056**

<b>Date</b>	<b>CGS No</b>	<b>Description</b>	<b>Award</b>
18/08/15	CGS/10/15	The Bridge – Gala Wheels	£5,000
18/08/15	CGS/17/15	Youth borders-Sounding Out	£5,000
18/08/15	CGS/07/15	Border Samaritans – Support Grant	£1,700
18/08/15	CGS/08/15	NTC Touring Theatre Co Ltd –Support Grant	£2,140
<b>TOTAL</b>			<b>£13,840</b>

There are no applications awaiting approval. The year-end balance is therefore currently estimated as £1,216.

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## **PROGRESS REPORT ON SECURING AND SPEND OF DEVELOPMENT CONTRIBUTIONS**

**Report by Service Director Regulatory Services**

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### **EXECUTIVE COMMITTEE**

**16 February 2016**

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#### **1 PURPOSE AND SUMMARY**

- 1.1 This report is to update Members on the collection and spend of Development Contributions since the Executive meeting on 21 October 2014.**
- 1.2 The format in which Development Contribution data is presented illustrates:
  - Current contribution balances
  - Contributions received
  - Contributions returned
  - Spend applied
  - Contributions anticipated

#### **2 RECOMMENDATIONS**

- 2.1 I recommend that the Executive:**
  - (a) Notes the current contribution balances, those received, returned, spent and anticipated;**
  - (b) Notes that existing protocols and guidance governing the collection and spend of contributions are being reviewed and applied, where appropriate, subject to approval by Planning & Building Standards Committee;**
  - (c) Agrees that the Development Contributions Progress Report– detailing contribution balances, received, returned, spent and anticipated – continues to be reported annually to the Executive Committee.**

### **3 BACKGROUND**

- 3.1 At the 11 March 2008 Executive Committee meeting it was agreed that annual progress reports on the securing of Development Contributions should be provided to Executive containing details of how the contributions were being used.
- 3.2 The Development Negotiator maintains a central database holding key details from all Legal Agreements concluded and which regulate the collection and spend of Development Contributions. The central database is fully accessible to all internal Scottish Borders Council (SBC) stakeholders in the Development Contribution process. Appropriate protocols have been devised and applied to ensure that all stakeholders supply, and are provided with, key information both timeously and in the appropriate format to facilitate comprehensive and effective collection, spend, monitoring and reporting functions. These processes are the subject of periodic testing and review the outcomes of which provide the basis of development to maintain policy integrity as well as enhance customer service.

### **4 CONTRIBUTIONS**

- 4.1 The Annual Report on contribution receipt has been derived from the central database. The relevant data has been compiled to show:
- Current contribution balances
  - Contributions received
  - Contributions returned
  - Spend applied
  - Contributions anticipated
- 4.2 Table 1 in Appendix A details the relevant information for the Financial Year 2013/14 split into Recipient Departments. This shows that:
- £2.29m was available to spend as at 01/04/13
  - £0.85m was received in Financial Year 2013/14
  - £0.56m was spent on relevant services, infrastructures and facilities in Financial Year 2013/14
  - £2.50m was available to spend at 31/03/14
- 4.3 Table 2 in Appendix A details the relevant information for the Financial Year 2014/15 split into Recipient Departments. This shows that:
- £2.50m was available to spend as at 01/04/14
  - £1.54m was received in Financial Year 2014/15
  - £0.19m was spent on relevant services, infrastructures and facilities in Financial Year 2014/15
  - £3.83m was available to spend at 31/03/15

- 4.4 It should be noted that £0.95m of the contributions received in 2014/15 are attributable to an agreement brokered by SBC's Ecology Officer with the applicant for a wind farm development at Penmanshiel to provide compensatory tree planting. This is being delivered through an innovative scheme managed by the Council and implemented by SAC Consulting.
- 4.5 Table 3 in Appendix A shows the approximate value of Development Contributions currently incorporated into S75 Legal Agreements. The receipt of these contributions will be predominantly influenced by the rate of development activity, as settlement of the contribution is ordinarily scheduled in line with development progression. However, there is also the potential for variation by virtue of any successful application to modify the terms and conditions of associated S75 Legal Agreements. Reports for such variations are presented to the Planning & Building Standards Committee for determination.

## **5 KEY EVENTS AND ACTIONS INFLUENCING CONTRIBUTION POLICY**

- 5.1 There have been a number of key events and actions which have impacted upon policy since the last Executive Report, the impacts of which have directly implicated upon resource input and policy development. These can broadly be grouped into three areas comprising:
- Significant Applications
  - Performance enhancement
  - Process development
- 5.2 There are two applications of significance which have ramifications beyond residential development and Development Contribution policy:
- Milestone. Newtown St Boswells – A robust case for reduced contributions in respect of a 40 house development proposal was accepted at Planning & Building Standards (P & BS) Committee, which was in line with a previous decision to reduce contributions on the application for the major NSB expansion. Notwithstanding approval to reduce contribution levels, full Affordable Housing requirements have been preserved. This outcome will enable the applicant's aspirations to provide a viable residential development opportunity as well as expand his existing business. Additional commercial businesses, also incorporated in these proposals, will cumulatively assist with economic development and settlement regeneration.
  - Rosetta, Peebles – Work is on-going to assess the development economics of a residential proposal designed to enable significant re-investment in a key component of the local economy. The findings of detailed analysis and scrutiny will be presented to P & BS in due course to enable an informed determination.
- 5.3 An application to Modify S75 and resultant appeals consumed officer resources in 2014/15. The applicant had sought to have approximately 1/3 of the value of a significant extant S75 removed via this process, a request which was refused and vigorously defended at appeal by SBC. Although ultimately an element of contribution requirement was removed from the S75 by the Reporter, the vast majority were preserved. Aside from

retaining significant contributions towards key infrastructure, the principal benefit of this outcome has been to galvanise policy in critical areas. In this instance the applicant had sought to indemnify themselves from risk associated with site remediation costs and a dynamic housing market by retrospectively reducing agreed contribution payments. Had SBC been unsuccessful in this regard, then the implications would have extended far beyond this S75 generating ramifications not just for other Legal Agreements and associated policy in SBC but also at a wider national level.

5.4 The Planning Authority has been under significant pressure from central government to improve performance in terms of processing Planning Applications. A requirement to conclude Legal Agreements has been identified as a potential impediment to meeting these performance targets. Proactive processes have been devised and implemented to improve performance in this regard:

- Pre-determination S75 drafting – The Planning Registration Team are now assessing Applications upon receipt to provisionally identify Development Contribution requirements. Applicants are urged to agree how contributions will be settled prior to determination thus enabling the progression of Legal Agreement drafting in tandem with the application's determination. This reduces the time taken to release Consent for approved applications thereby enhancing the likelihood of meeting stated target as well as providing the customer with an improved more efficient service.
- Planning Processing Agreements (PPAs) – Applicants are now being encouraged to enter into PPAs with SBC whenever a Legal Agreement is required. This provides a clear yet potentially flexible road-map from inception to conclusion of Legal Agreements which again enhances customer service whilst simultaneously assisting with meeting target performance.

5.5 Appendix B shows the number of Planning Applications requiring Legal Agreements which SBC concludes annually and the average length of time taken to release Consent compared against the Scottish average from 2011 to 2015. As can be seen, the length of time taken has diminished significantly over this time-frame more than halving from 100 weeks to less than 50. SBC performance is now in line with the Scottish average though it is envisaged that further process reviews will assist with greater efficiencies and improved performance over the coming years.

5.6 Existing processes have also been fundamentally re-appraised and developed to assist with the maximisation of spend obligations. The risk of having to return contributions has been recently emerging and significant efforts are being made to mitigate against this potential outcome. The principal process amendments being effected are:

- Broader more generic Legal Agreement drafting to maximise flexibility in terms of spend options.
- Increased spend deadlines for identified infrastructures for which projects have not yet been developed.
- Zero spend deadlines for contributions towards infrastructure projects for which SBC have already incurred costs to ensure that these are applied immediately upon receipt.
- Improved policy co-ordination between Service Providers and

Planning officers to identify and agree the provision of appropriate infrastructure options.

- 5.7 Officers are currently looking at how the administration of this policy can be undertaken in smarter more efficient ways. The utilisation of internal partner skill-sets can help deliver multiple benefits which will cumulatively provide a better customer service as well as promoting the development of existing staff.
- 5.8 Publicising the benefits of Development Contribution policy, which contributes tangible additions to existing infrastructure, have previously been discussed by members. Whilst opportunities to highlight the benefits accruing to the Education Service have been limited over the past year, all Service Providers receiving contributions have been alerted to this aspiration and it is hoped that this can be done more effectively in coming years.
- 5.9 At the last Executive Committee which discussed this Report, it was agreed that contribution balances received, returned, spent and anticipated would be reported annually to each Area Forum to allow more localised discussion. Due to the way current data is processed and stored, this has not to date been readily achievable without the fundamental re-engineering of associated systems. Notwithstanding, and as resources permit, this matter will be progressed with Members up-dated accordingly in due course.

## **6 IMPLICATIONS**

### **6.1 Financial**

- (a) Development Contributions are sought where a proposed development is otherwise acceptable but for its direct impact upon existing services, infrastructures and facilities. Development Contributions provide a mechanism for applicants/developers to fund or contribute to the provision, improvement and/or maintenance of necessary supporting infrastructure, services and facilities.
- (b) Any contribution not utilised for the purpose collected, or within the time period defined by the agreement, will need to be repaid to the contributor with additional interest.
- (c) Development contributions can be varied or waived if it is transparently demonstrated that an otherwise commercially viable development would be rendered unviable. Reduced contributions may, when endorsed by P & BS Committee, be accepted if it would assist with promoting development activity. Contributions to be received are also susceptible to the Application to Modify S75 process.

### **6.2 Risk and Mitigations**

- (a) In circumstances where, following negotiations between applicants/developers and the Council Officers, it is identified that it may be appropriate to waive or significantly vary contributions to enable project viability, a case is normally presented to the P & BS

Committee. Delegated authority may be used to approve minor variations to Legal Agreements. The options before Committee will normally be either to refuse the Application on the grounds of policy non-compliance, or approve with varied or waived contributions. When reaching determinations, Committee will consider the potential benefits which may accrue, were development enabled by reducing contributions, against the loss of revenue that would result. Ordinarily, when deviation from contribution policy is approved, funding towards necessary service, facility and infrastructure expansion will require to be found from other Council sources.

- (b) Legislative provision exists whereby the terms and conditions in existing Legal Agreements can be the subject of applications to modify them. As with the case for initial negotiation, the standard of proof and predominant requirement for ratification by P & BS Committee is the same as described in 6.2 (a).
- (c) Should the Council fail to comply with the terms of Legal Agreements, it could be required to refund the contribution with additional interest. Ongoing maintenance of the central database has ensured that spend deadlines for all contributions received are displayed to recipient departments in a clear and unambiguous manner. Data transfer to recipients upon the conclusion of individual agreements, supported by periodic summary reports illustrating spend deadlines and reiterating spend responsibilities, have further mitigated against this risk. It is only comparatively recently that some contributions have required to be returned. This has predominantly been in instances where originally anticipated infrastructure expansions have subsequently been identified as superfluous due to reduced development activity e.g. Drumlanrig Primary School. Further policy and process development, as detailed in 5.5, have been identified and are being implemented. It should be noted that the benefits of these refinements will not accrue in the immediate-term and until extant Legal Agreements have come through the system.

### 6.3 **Equalities**

It is anticipated that there will be no adverse impact due to race, disability, gender, age, sexual orientation or religion/belief arising from the proposals contained in this report.

### 6.4 **Acting Sustainably**

There are no identified economic, social or environmental effects likely to result as a consequence of implementing the recommendations in this report.

### 6.5 **Carbon Management**

There are no identified impacts on the Council's carbon emissions likely to result as a consequence of implementing the recommendations in this report.

### 6.6 **Rural Proofing**

Rural proofing has not identified any adverse impacts in relation to this report.

## 6.7 Changes to Scheme of Administration or Scheme of Delegation

There are no identified changes which are required to either the Scheme of Administration or the Scheme of Delegation as a result of implementing the recommendations in this report.

## 7 CONSULTATION

- 7.1 The Chief Financial Officer, the Monitoring Officer, the Chief Legal Officer, the Chief Officer Audit and Risk, the Chief Officer HR, and the Clerk to the Council are being consulted and their comments will be incorporated into the final report.

### Approved by

**Service Director Regulatory Services Signature .....**

### Author(s)

Name	Designation and Contact Number
Jon Bowie	Development Negotiator Ext 5699

**Background Papers: Nil**

**Previous Minute Reference:** Executive – 12 November 2013 and 21 October 2014.

**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, Environment and Infrastructure, Scottish Borders Council, Council Headquarters, Newtown St Boswells, Melrose, TD6 0SA, Tel 01835 825431, Fax 01835 825071, email [eitranslationrequest@scotborders.gov.uk](mailto:eitranslationrequest@scotborders.gov.uk).

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**APPENDIX A**

**Table 1: Development Contributions 01/04/13 to 31/03/14**

Recipient	Opening Balance 01/04/13	Contributions Received	Contributions Returned	Credit Notes Raised	FIS Adjustments	Spend	Balance Available 31/03/14
Access	£10,000	£10,000	£0	£0	£0	-£20,000	£0
AH commuted sums	£220,203	£146,656	-£2,900	£0	-£2,850	-£73,353	£287,757
Bio-diversity	£0	£0	£0	£0	£0	£0	£0
Community Use	£42,970	£0	£0	£0	£0	£0	£42,970
E & LL	£1,095,365	£566,189	-£81,336	£0	£4,037	-£401,113	£1,183,142
Play-open spaces	£101,531	£74,879	£0	£0	£0	-£30,900	£145,510
Tec Services	£127,182	£3,500	£0	£0	£0	-£38,498	£92,184
Waverley	£695,353	£51,335	£0	£0	£0	£0	£746,688
<b>Total</b>	<b>£2,292,605</b>	<b>£852,558</b>	<b>-£84,236</b>	<b>£0</b>	<b>£1,187</b>	<b>-£563,865</b>	<b>£2,498,250</b>

**Table 2: Development Contributions 01/04/14 to 31/03/15**

Recipient	Opening Balance 01/04/14	Contributions Received	Contributions Returned	Credit Notes Raised	FIS Adjustments	Spend	Balance Available 31/03/15
Access	£0	£3,000	£0	£0	£0	£0	£3,000
Archaeology	£0	£18,000	£0	£0	£0	£0	£18,000
AH commuted sums	£287,757	£121,678	£0	£0	£0	-£24,330	£385,105
Bio-diversity	£0	£947,883	£0	£0	£0	£0	£947,883
Community Use	£42,970	£0	£0	£0	£0	£0	£42,970
E & LL	£1,183,142	£348,337	-£6,311	£0	£0	-£39,664	£1,485,504
Play-open spaces	£145,510	£27,615	£0	£0	£0	-£84,025	£89,101
Tec Services	£92,184	£9,043	£0	£0	£0	-£46,060	£55,167
Waverley	£746,688	£64,622	£0	£0	£0	£0	£811,310
<b>Total</b>	<b>£2,498,250</b>	<b>£1,540,178</b>	<b>-£6,311</b>	<b>£0</b>	<b>£0</b>	<b>-£194,079</b>	<b>£3,838,039</b>

**Table 3: Development Contributions currently due in future**

Recipient	Amount due	% of total
Access	£21,800	0.31%
AH commuted sums	£1,123,996	15.87%
Bio-diversity	£255,100	3.60%
Archaeology	£15,000	0.21%
E & LL	£4,663,470	65.86%
Play-open spaces	£142,746	2.02%
Tec Services	£342,200	4.83%
Waverley	£516,224	7.29%
<b>Total</b>	<b>£7,080,536</b>	

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**Appendix B**

<b>Period</b>	<b>SBC No. of Agreements</b>	<b>SBC Average No. of Weeks</b>	<b>Scotland No. of Agreements</b>	<b>Scotland Average No. of Weeks</b>
<b>2011/12</b>	<b>78</b>	<b>100.2</b>		
<b>2012/13</b>	<b>86</b>	<b>99</b>	<b>621</b>	<b>75.1</b>
<b>2013/14</b>	<b>81</b>	<b>79.7</b>	<b>572</b>	<b>68.4</b>
<b>2014/15</b>	<b>95</b>	<b>62.7</b>	<b>545</b>	<b>55.1</b>
<b>2015/16 -Q1</b>	<b>28</b>	<b>45.8</b>	<b>141</b>	<b>45.5</b>

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## **UPDATE ON FLOOD DAMAGE AND BELLWIN SCHEME INTERVENTION**

**Report by the Chief Financial Officer & Depute Chief Executive - Place**

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### **EXECUTIVE COMMITTEE**

**16 February 2016**

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#### **1 PURPOSE AND SUMMARY**

- 1.1 This report provides the Executive Committee with an update on the extent of damage caused by recent winter storms and the measures being taken and required to rectify this damage in a timely fashion that fits with the Governments Bellwin Scheme.**
- 1.2 Since the start of December 2015 the Council's Emergency Planning Bunker has been open 23 days, including eight consecutive days from 3 to 10 December 2015, to plan and respond to weather events. Four 'named storms' have affected the area to varying degrees since the start of December 2015 – Desmond, Frank, Gertrude and a further damaging unnamed storm on 27 January 2016.
- 1.3 During the period a total of 96 flood warnings were issued by SEPA, including five Severe Flood Warnings – issued only where there is danger to life. Evacuations were undertaken in Hawick (2), Peebles, Jedburgh and Newcastleton. In total, several hundred homes were evacuated during this period. The storms have caused widespread damage across the Scottish Borders and created a large volume of remedial works that needs to take place on the Council's infra-structure.
- 1.4 This report outlines the key features of the Bellwin Scheme and its relevance to these major flooding events caused by storms Desmond, Frank and other flooding so far this financial year; outlines the work that has been done to date in responding to the initial aftermath of storm damage and actions taken to date. Critically, the report also outlines the extent of remedial works that still need to be undertaken and the measures that will be required to support completion of these works within the Bellwin timeframe.
- 1.5 It is also important to note that under the Bellwin Scheme the Local Authority has to meet the first portion of costs equivalent to **0.2%** of the Local Authority's total net revenue budget. In the case of Scottish Borders Council, this equates to **£508k** that will have to be met from reserves with the Bellwin Scheme picking up all eligible costs beyond this level.
- 1.6 A further report covering progress with the flood assistance for businesses and houses is being prepared and will be reported separately to committee.

## **2 RECOMMENDATIONS**

### **2.1 It is recommended that the Executive Committee:-**

- (a) Notes the extent and costs of works undertaken to date in response to the three major flooding weather events;**
- (b) Notes the scale and extent of works that remain to be done to re-instate a wide range of damaged Borders infrastructure;**
- (c) Agrees that wherever possible, discretionary Council spending is delayed until the 2016/17 financial year to free up internal Neighbourhood Services Roads and SBc Contracts capacity to concentrate on Bellwin Scheme related works; and**
- (d) Agrees that £508k from General Reserves will be required as the Council's contribution towards flooding costs as per the Bellwin guidelines.**

### **3 BELLWIN SCHEME - OVERVIEW**

- 3.1 The Bellwin Scheme is a discretionary scheme established by the Scottish Government, which exists to give special financial assistance to Local Authorities who would otherwise be faced with an undue financial burden as a result of providing relief and carrying out immediate work due to large-scale emergencies. There is no automatic entitlement to financial assistance. The key criterion of the Scheme is to safeguard life and property and prevent suffering or severe inconvenience in a Local Authority's area or among its inhabitants.
- 3.2 Bellwin has traditionally been seen as a response to incidents in which bad weather caused threats to life and property beyond all previous local experience. Although the law does not rule out other types of incident, there is an expectation that the scheme will continue to apply predominantly as a response to emergency incidents that occur within the area that the scheme covers.
- 3.3 The extent of the damage and the expected resulting financial burdens from storms Desmond, Frank and Gertrude and other flooding was such that after each of these storms, Officers have requested activation of the Bellwin Scheme on behalf of the Council. The Scottish Government has agreed to activate the scheme for each of these three storms.
- 3.4 The Bellwin Scheme has a set of Guidelines defining a range of criteria on what constitutes eligible expenditure and a timeline for completion of works which should normally be within two months of the date of the incident.

### **4 SCOTTISH BORDERS CONCIL STORM RESPONSE**

#### **4.1 Bellwin Storm Response to Date**

Each of the storms Desmond (6 December 2015), Frank (31 December 2015) and flooding on 27 January 2016 (an unnamed storm) and Gertrude (29 January 2016) created very visible high profile flooding emergencies in towns such as Hawick, Peebles and Jedburgh which required a high level coordinated response led by the Council's Emergency Planning teams. Considerable damage was done in each of these towns and the surrounding area which will require extensive repair efforts and costs.

- 4.2 These storms have also caused widespread but less publicised damage to the infrastructure of the Scottish Borders which also requires to be addressed, including damage to:

- Buildings
- Bridges
- Embankments
- roads including potholes and edge damage
- drainage channels
- culverts
- signs

#### **4.3 Actions to Support Bellwin Remedial Works**

Work has been ongoing since storm Desmond in December 2015 to address these repairs on a prioritised basis using the resources of Infrastructure & Asset Management, Neighbourhood Roads and SBc Contracts. A key element of the work over the last few weeks, after the initial emergency response, has been to inspect the Council's infrastructure and catalogue the

storm damage that needs to be rectified which will form the basis of workload in the coming weeks. Having undertaken most of these inspections, excluding some bridges where river levels continue to make this work unsafe, it is clear the scale of the damage is very extensive.

- 4.4 On this basis, and due the fact that the Council is dealing with multiple extreme weather events in quick succession, officers have determined that the works cannot reasonably be completed in the stipulated 2 month post-event period. Accordingly, officers have asked the Scottish Government (SG) for an extension of the works completion date and helpfully they have readily agreed to extend this to 30 April 2016.
- 4.5 A special schedule of works has been prepared in which Neighbourhood Services Roads and SBc Contracts will be very actively engaged. Where appropriate, some use will also be made of sub-contractors and plant hires to support the timely completion of works. Officers are, however, seeking to have as much of this work as possible done in-house by the Council's own staff. In order to facilitate this, it will be necessary to delay some of this year's planned works in order to free up front-line roads staff resources to concentrate on the completion of Bellwin related remedial works.
- 4.6 To this end, officers are seeking to delay non-essential planned works, small schemes work and Quality of Life work into the 2016/17 financial year. Funding for this work will be ear-marked for 2016/17 and undertaken as soon as practical when Bellwin works have been completed.
- 4.7 **Bellwin Remedial Works Required**  
 To date **240** specific pieces of work or jobs have been identified as being required across the Borders. Of this total, 114 have been classified as major works and have been allocated to SBc Contracts for management and completion. The geographical split of the jobs identified is given in Table 1 which shows how widespread the remedial works are, whilst Table 2 shows the generic type of repairs that are required.

**Table 1**

LOCALITY	Total # of Jobs
Berwickshire	20
Cheviot	73
Eildon	48
Teviot & Liddesdale	39
Tweeddale	60
<b>TOTAL JOBS</b>	<b>240</b>

**Table 2**

Job Category	Number
Pot Holes & Screeds	66
Stabilisation Works	34
Road Edge patching & repairs	16
Blocked & damaged culverts	14
Clearing Offlets	16
Misc. (walls, buildings, bridges, signs etc.)	50
<b>TOTAL</b>	<b>240</b>



- 4.8 Identifying this interim list of jobs has involved a massive inspection effort over the last few weeks. The entire rural roads network has been inspected in Tweeddale, Eildon, Teviot & Liddesdale, Cheviot and selective areas in Berwickshire, which equate to around 65 % of the rural road network or 2,000 kms of road.
- 4.9 A total of 550 structures (Bridges) have also been inspected which is 45% of the Council's total bridge assets. However, it should be noted that this inspection work was only carried out above river level; no scour or below river level inspections have been carried out as waters levels still remain too high. To date officers have not so far been able to carry out any inspections of watercourses.
- 4.10 In terms of the inspections detailed and individual site inspections on major flooding issues, there are currently internally around 17 Council staff working on this. Officers have also engaged consultants and specialist advice from:
- CH2M, Turner Townsend,
  - JBA Consulting,
  - Hydromorphologists
  - Geotechnical engineers
  - Other agency partners such as SEPA, SNH, Tweed Commissioner and Scottish Government.
- 4.11 This is almost certainly not the final list as further inspection work is still underway in the wake of flooding in Jedburgh and Hawick on 27 January 2016. The scale and extent of the works shown in Table 1 above and the tight timescales available for their completion underlies the importance of delaying 2015/16 planned works wherever possible as highlighted in point 4.6.
- 4.12 Costs of Storm Response & Repair Works**  
The severity of these major flooding events has required a co-ordinated response from Council staff employed in a wide range of Council services working in co-operation with external emergency services.
- 4.13 To date (2 February 2016), eligible Bellwin costs of at least £370k have been recorded in responding to these flooding events and effecting urgent emergency repairs in the immediate aftermath. These costs have been incurred by SBc Contracts, Neighbourhood Services Roads, Property & Facilities and a wide range of staff from across the Council including Social Work, Housing and Education.
- 4.14 These costs will certainly rise significantly in the coming weeks, as work on these 240 jobs is undertaken. Further additional costs are also expected from the re-instatement of Howdenburn School and Bowanhill Bridge at Teviothead. Howdenburn School has been closed since a wall collapse in December 2015 and requires two gable walls to be replaced. Bowanhill Bridge has been badly damaged and requires replacement and the provision of an emergency access bridge until a permanent solution is provided.
- 4.15 A system has been put in place to capture all eligible ongoing costs in a manner that will provide clarity on the expenditure incurred and assist the final audit of the Council's Bellwin claim by the Council's external auditors prior to submission to the Scottish Government.

## 5 IMPLICATIONS

### 5.1 Financial

Scottish Borders Council will be liable for the first £508k of works undertaken in relation to these works which will have to be met from existing reserves.

### 5.2 Risk and Mitigations

The Bellwin Scheme has specific guidelines and definitions of what constitutes eligible and ineligible expenditure. Whilst every effort will be made to ensure that only eligible expenditure is included within the Council's claim the final decision on cost eligibility will rest with the Council's External Auditors and the Scottish Government.

### 5.3 Equalities

It is anticipated there will be no adverse impact due to race, disability, gender, age, sexual orientation or religion/belief arising from the proposals contained in this report.

### 5.4 Acting Sustainably

Many of the measures and remedial works proposed are designed to rectify and avoid environmental damage within the Scottish Borders.

### 5.5 Carbon Management

No effect on carbon emissions are anticipated from the recommendations of this report.

### 5.6 Rural Proofing

It is anticipated there will be no adverse impact on the rural area from the proposals contained in this report.

### 5.7 Changes to Scheme of Administration or Scheme of Delegation

No changes to either the Scheme of Administration or the Scheme of Delegation is required as a result of this report.

## 6 CONSULTATION

- 6.1 The Depute Chief Executives, Service Directors and their relevant staff have been involved in and agreed the compilation of the budgetary control statements appended. The Monitoring Officer, the Chief Legal Officer, the Chief Officer Audit & Risk, the Chief Officer HR and the Clerk to the Council are being consulted and any comments will be reflected in the report

### Approved by

**David Robertson**  
Chief Financial Officer

Signature .....

**Philip Barr**  
Depute Chief Executive - Place

Signature .....

### Author(s)

Name	Designation and Contact Number
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**Background Papers:** Nil  
**Previous Minute Reference:** N/A

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

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