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CHEVIOT AREA FORUM WEDNESDAY, 7TH DECEMBER, 2016

A MEETING of the CHEVIOT AREA FORUM will be held in the THE TOWN HALL, THE SQUARE, KELSO on WEDNESDAY, 7 DECEMBER 2016 at 6.30 pm

J. J. WILKINSON,
Clerk to the Council,

30 November 2016

BUSINESS		
1.	Welcome and Introductions.	
2.	Apologies for Absence.	
3.	Order of Business.	
4.	Declarations of Interest.	
5.	Minute. (Pages 1 - 10) Minute of Meeting of Cheviot Area Forum held on 14 September 2016 to be noted. (Copy attached.)	5 mins
6.	Community Empowerment (Scotland) Act 2015 Presentation by Communities & Partnerships Team.	20 mins
7.	Draft Support Guidance on Housing Presentation by Lead Officer Plans and Research.	20 mins
8.	Disabled Persons Parking Places TRO (Pages 11 - 16) Consider report by Chief Officer, Roads. (Copy attached.)	15 mins
9.	Speed Limit Review 2016 (Pages 17 - 22) Consider report by Chief Officer, Roads. (Copy attached.)	15 mins
10.	Police Force of Scotland - 'J' Division Spotlight. (Pages 23 - 26) Update report by Police Inspector detailing ongoing work and initiatives in the Cheviot area.	20 mins
11.	Scottish Fire & Rescue Service. Update report detailing ongoing work and initiatives in the Cheviot Area.	20 mins

12.	Engagement by NHS Borders Representative	20 mins
13.	Neighbourhood Small Schemes and Quality of Life (Pages 27 - 30) Consider updates on previously approved Schemes. (Appendices A and B attached)	15 mins
14.	Proposed Public Holiday 2017 (Pages 31 - 32) (Copy attached.)	10 mins
15.	Open Questions. Opportunity for members of the public to raise any issues not included on the agenda.	
16.	Community Council Spotlight. Consider update on Skiprunningburn Flood Protection and matters of interest to Community Councils.	10 mins
17.	Future Agenda Items	10 mins
18.	Any Other Items Previously Circulated.	
19.	Any Other Items which the Chairman Decides are Urgent.	
20.	Date of Next Meeting - Cheviot Area Forum. The next meeting will be held on Wednesday, 1 February 2017 at 6.30 p.m. in Jedburgh (Venue to be confirmed).	5 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.**

Membership of Committee:- Councillors Acton, Basset, J. Brown, Burton, Cook, Drummond, Fry, Govan, Jarvis, Johnston, Leitch, McNulty, S. Mountford, A. J. Nicol, Ogilvie, Representative, J Scott, S. Scott, Stark, Stewart, R. Stewart, Taylor, T. Weatherston (Chairman) and Inspector C Wood

Please direct any enquiries to Fiona Henderson, Democratic Services Officer Tel: 01835826502
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SCOTTISH BORDERS COUNCIL
CHEVIOT AREA FORUM

MINUTE of the MEETING of the
CHEVIOT AREA FORUM held in
The Assembly Room, Jedburgh
Grammar School, Jedburgh on
Wednesday, 14 September 2016
at 6.30 p.m.

Present:- Councillor T Weatherston (Chairman), J. Brown, S. Mountford, A. Nicol,
S. Scott, R. Stewart.
Community Councillors J. Bassett, A. Drummond, D. Herriot, J. Taylor,
E. McNulty, Mr Andrew Girrity, Station Manager (Scottish Fire and
Rescue Service), Inspector John Scott (Police Scotland – J Division).

Apologies:- Community Councillors C. Cook, D. Stark, S. Stewart, L. Johnston, P.
Bridgewood, A. Leitch, D. Ogilvie, , Locality Team Leader (Ms K.
Horsley), Inspector Wood (Police Scotland – J Division)

In Attendance:- Area Neighbourhood Manager (Mr A. Finnie), Democratic Services
Officer (Mrs F Henderson).

Members of the Public:- 0

1. **WELCOME**

The Chairman welcomed everyone to the meeting.

2. **MINUTE**

There had been circulated copies of the Minute of the Meeting of the Cheviot Area Forum of 1 June 2016.

DECISION

AGREED to approve the Minute for signature by the Chairman.

3. **UPDATE ON DOG FOULING**

With reference to paragraph 3 of the Minute of 1 June 2016, Mr Craig Blackie, Neighbourhood Area Manager (Eildon) was present at the meeting to update Members on a new refreshed approach being taken to tackle dog-fouling in the Scottish Borders. Mr Blackie explained that the Wardens appointed, to cover the whole of the Scottish Borders had commenced their duties in May 2016. To date across the Borders they had issued 32 Fixed Penalties – 9 in Kelso; 2 in Jedburgh and 1 in Ancrum. There had been 2 Dog Fouling notices issued, although not in the Cheviot Area. The Wardens worked on intelligence and had been working earlier and later in the day to catch perpetrators. New posters and advertising would be distributed. A full report would be brought to Council on completion of the 12 month trial period. In terms of the Green Dog Walking Scheme, this had been very successful in Newtown St Boswells and interest in the scheme had been expressed in the Peebles area. The Chairman thanked Mr Blackie for his update.

**DECISION
NOTED.**

ORDER OF BUSINESS

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

RAISING CONCERNS ABOUT ALCOHOL IN YOUR COMMUNITY

4. Licensing Standards Officers, Mike Wynne and Ian Tunnah were in attendance to give a presentation on behalf of the Scottish Borders Licensing Forum. The presentation was in support of the publication of the Toolkit Resource for communities, copies of which were provided at the meeting. The toolkit was designed to help anyone who would like to have a say on how alcohol impacted on their community. It explained how the licensing process worked in Scotland and provided some practical tips to help people who wanted to get involved. In response to the question 'Why is alcohol licensed?' Mr Wynne advised that due to the harm associated with the product, alcohol was deemed a high risk product and therefore subject to regulation. The licensing system existed to regulate the sale of alcohol to minimise harm. There were three types of alcohol license: permanent (premises); temporary (occasional); and personal in respect of managers/supervisors that managed the sale of alcohol. The Licensing Board was made up of 10 elected councillors but also involved in the process of deciding who can sell alcohol were the Licensing Standards Officer, Police, Health Board, Community Councils, Local Licensing Forum and members of the Community. The presentation went on to summarise the licensing application process and how Community Councils could raise concerns about alcohol in the community. Community Councils could report problems to the Police or Licensing Standards Officer; input to the planning process; get involved with the Local Licensing Forum; comment on alcohol licence applications; and speak to their local Councillor. Further details and advice about how to raise concerns were outlined in the Toolkit booklet. Parties putting in an objection or representations in respect of an application would be invited by the Licensing Board to attend the hearing at which the license would be considered. This was the third report by the Local Licensing Forum which aimed to collectively present information relating to evidence of alcohol related harm in the Scottish Borders based on national research as well as local data from Police Scotland, NHS Borders, Scottish Borders Council and Scottish Fire and Rescue Service. Mr Wynne and Mr Tunnah concluded the presentation by answering questions from those present.

DECISION NOTED.

COMMUNITY EMPOWERMENT ACT

5. Shona Smith, Communities and Partnership Manager was in attendance to give a presentation on the Community Empowerment (Scotland) Act – a locality approach. The Community Empowerment (Scotland) Bill which was passed by the Scottish Parliament on 17 June 2015 and received Royal Assent on 24 July 2015 provided a legal framework that would promote and encourage community empowerment and participation. It recognised that further regulations and guidance were required for most parts of the legislation and the timescale for operational completion was October 2016. The Sections of the Act were - National Outcomes; Community Planning; Participation Requests; Community Rights to Buy Land; Asset Transfer Requests; Delegation of Forestry Commissioners' Functions; Football Clubs; Common Good Property; Allotments; Participation in Public Decision-Making; Non-Domestic Rates. In terms of Community Planning it placed Community Planning Partnerships (CPPs) on a statutory footing and imposed duties on them around the planning and delivery of local outcomes, and the involvement of community bodies at all stages of community planning. Tackling inequalities would be a specific focus, and CPPs would have to produce "locality plans" at a more local level for areas experiencing particular disadvantage. The act placed a duty to support shared leadership and collective

governance on five named CPP partners i.e. the local authorities, NHS, Police Scotland, Scottish Fire and Rescue Service and Scottish Enterprise while expanding the number of public bodies that were subject to community planning duties. What would this mean for Communities – the right for a Community to request to participate in improving outcomes of service delivery for example – how to better meet the needs of service users; offer volunteers to support a service or take over a service or facility. When a Community Body requests participation, they require to specify an outcome that results from the provision of the service related to the request, set out the reasons for its participation, detail the knowledge, range or experience and provide an explanation of the improvement in the specified service outcome which may arise from its participation. Under the Asset transfer community bodies have the right to request to purchase, lease, manage or use land and buildings from authorities and other public bodies (including ALEO's) that they feel they can make better use of. Transparent assessment of requests would be based on specified criteria and requests would be agreed unless reasonable grounds for refusal – does not have to be assets that are surplus to requirements. In terms of Allotments the Act updated and simplified legislation on allotments. It required local authorities to take reasonable steps to provide allotments if waiting lists exceed certain trigger points and strengthens the protection for allotments. It required fair rents to be set and allowed tenants to sell surplus produce grown on an allotment (other than with a view to making a profit). The local authorities were required to develop a food growing strategy for their area, including identifying land that may be used as allotment sites and identifying other areas of land that could be used by a community for the cultivation of vegetables, fruit, herbs or flowers. In terms of Common Good Property, the Act required a register of property to be maintained as part of the common good, following publication of those properties which it was proposed to place on the register. Prior to any decision to dispose of, or change the use of such property, the details would be published, and consultation must be undertaken with appropriate bodies. The Act provided for a new power for councils to create and fund their own localised business rates relief schemes, in addition to existing national rates relief. The Local Authority required to prepare and publish a local outcomes improvements plan (LOIP) and identify smaller areas within the local authority area which experienced the poorest outcomes, prepare and publish locality plans to improve outcomes on agreed priorities for these communities. The LOIP required to be reviewed and progress towards the local outcomes and Locality plans would be reported publicly in order to ensure the suitability of these plans continued. The LOIP and Locality Plans required to be produced by October 2017. Miss Smith concluded her presentation by explaining the next steps in developing the Cheviot Locality Action Plan, which would include Supporting the Economy in Cheviot; Health and Wellbeing; Keeping People Safe; Attainment, Achievement and Inclusion and Housing, Neighbourhoods, Asset and Estate.

**DECISION
NOTED.**

6. LOCALITY PROPERTY PLANS

Mr Martin Joyce, Service Director Assets and Infrastructure and Mr James Lamb, Portfolio Manager, were in attendance to give a presentation on Locality Property Planning. Mr Joyce gave an overview on why locality plans were being developed, what properties there were in the Cheviot Area which totalled 257, Property Issues and Developments for Public Services, what a locality property plan would look like, opportunities for communities and collaborative working, timescales, views and what happened next. Mr Joyce went onto explain the key property issues facing Scottish Borders Council, NHS Borders, Police Scotland, and Scottish Fire and Rescue Service. In terms of timescales for developing the Cheviot Locality Plan, it was explained that the Property and Asset Registers were expected to be published by the

end of September 2016 with pre-consultation events being held on 20 October in Jed & District and on 27 October in Kelso District. An initial draft would be developed by the end of January 2017 and consultation on the 1st Draft in February 2017. It was hoped that the Plan could be finalised by June 2017 and that all the Locality Plans could be signed off by CPP Partnerships by October 2017 and plans published by October 2017. The Locality Plans would be reviewed and developed regularly between 2 – 5 years. Views would be sought on - what public services such as the NHS, Council, Police and other local public service providers were doing well when it comes to their land and property in the Cheviot area; what could they do better; given the need to make substantial savings, where do you think the public service providers should be prioritising their resources when it comes to properties and land; what role do you think communities could play in the running of properties; and what support might communities need if they were developing a project that involved managing or buying a property.

DECISION NOTED.

7.0 POLICE FORCE OF SCOTLAND – UPDATE FOR ‘J’ DIVISION

Inspector John Scott was present at the meeting to update the Cheviot Area Forum on performance, activities and issues across the Ward for the period up to 1 September 2016. The Ward Plan Priorities for Jedburgh and District were highlighted as Drug Dealing and Misuse, Road Safety, Anti-Social Behaviour and Rural Crime. In relation to Rural Thefts, Police Scotland had launched a series of information documents to keep rural communities safe. The rural communities of Scotland were safe places in which to live and work. However, the nature of the environment and way of life meant there were some crime prevention tips particularly relevant to rural life that were worth bearing in mind. Much of the crime prevention advice outlined in other areas of ‘Keep Safe’ was equally relevant to urban or rural area, but there were issues unique to rural communities such as: Protecting Livestock; Securing Farm Machinery; Theft from fuel tanks; Securing tools and horse tack. The information could be accessed at the following link <http://www.scotland.police.uk/keep-safe/home-and-personal-property/rural-crime>.

- 7.1 In terms of Road Safety, there have been 8 instances of drink driving in the Kelso area in the reporting period, and police continued to receive calls from the public in relation to this and will always act on these calls, with officers making extensive enquiries to detect offenders. The public were encouraged to report all drink drivers either directly to the police on 101 or anonymously to Crimestoppers on 0800 55 111. The Skills for Life programme and young drivers programme continued to run. This provided free driver training and could be accessed through the Skills For Life page on Scottish Borders Council website. With the rural roads and challenging driving conditions encountered in the Borders, new and young drivers were encouraged to take advantage of the excellent service. There have been 13 drugs offences in the Kelso area in the reporting period and across the Scottish Borders there had been a number of cannabis cultivations detected by the police including 2 in Selkirk being the biggest seen in the country. It was highly likely that criminals would be growing cannabis often on industrial scale in properties in our area. The signs to look for are: people visiting the property on a regular basis to tend the plants; blacked out windows, either through curtains or bin liners etc; a smell of cannabis, the plants have a very strong smell; and rented properties that do not have people living in them. Information from the community was always being sought, and any suspicions should be reported to either the local police station or call 101 or Crimestoppers on 0800 555 111. All information will be treated confidentially and the Police would always act on the information.

- 7.2 In terms of Jedburgh and District, it was reported that official stop and search figures would be reported to the Police and Fire Scrutiny Board. Officers stopped a vehicle where the occupant was believed to be in possession of controlled substances. On searching the vehicle the officers found different kinds of drugs which had an approximate value of between £13,800 - £29,000. After struggling violently with officers, the male was arrested and charged with a number of offences. He appeared at court the following day where he was remanded in custody. A further two individuals had been charged with possessing controlled substances over the last three months. In relation to Road Safety, during the reporting period a number of road checks had been carried out. This resulted in one driver being given a warning for the anti social use of a vehicle in Jedburgh. A number of drivers had been charged with various road traffic offences following incidents or accidents over the last three months: two people had been charged with drink driving; three people had been charged with careless driving; and two people had been charged with dangerous driving. On 11 July 2016, Police in Jedburgh stopped a provisional licence holder driving his vehicle. The male proceeded to try and drive off from the officers whilst one of them was still dealing with him, which resulted in the Officer being dragged along the ground for some distance before being thrown to the ground. The car made off however the driver was subsequently traced and arrested. He was charged with culpable and reckless conduct as well as other driving offences and has appeared at court. There was one fixed penalty ticket issued over the reporting period for anti-social behaviour the police continued to engage with those responsible for any antisocial behaviour in the ward area and there were a number of ongoing matters being dealt with in Jedburgh. These are being addressed through partnership with the Anti Social Behaviour Unit and relevant Landlords. In terms of rural crime , there had been very few reported crimes during the last three months. There was a fire reported on 30 August where hay was set alight in a field near Ancrum and a small amount of damage caused to a combine harvester. Enquiries are ongoing into this incident.
- 7.3 Police Scotland consultation continued and Inspector Scott asked that all community councils promote this across their communities. They were interested in hearing from all sections of the community including minority groups and young people, as all views would shape the future priorities of the police in the area. The online consultation was open all year which allowed everyone to participate when it suited them and gave the flexibility of being able to re-submit the consultation if their priorities changed. The link for the survey is <https://www.surveymonkey.co.uk/r/8LMB9WX>

DECISION

NOTED the report.

8. FIRE AND RESCUE SERVICE UPDATE

Mr Andrew Girrity, Station Manager explained that the purpose of the report circulated was to inform the Cheviot Area Forum on Scottish Fire and Rescue Service activity since the last meeting on 1 June 2016. The report detailed that during the period of the report there had been 2 House Fires (1 x cooking related and 1 x electrical), Fire – Open 10, occurrence of Special Services 10 and 11 unwanted Fire Alarm Signals. In relation to partnership working, The Scottish Fire and Rescue Service (SFRS), Community Action Team (CAT) within the Scottish Borders core work centred on the on-going delivery of the SFRS Home Fire Safety Visit (HFSV) policy. The team continued to expand its partnership working with the Key agencies including Police Scotland, Health, Social Care and Housing in order to focus on members of local communities at High Risk from fire and achieve outcomes in helping to reduce overall numbers of accidental dwelling fires.

- 8.1 Fire prevention and protection activity over recent years had been key to reducing the number of fires, casualties and losses in Scotland thus minimising the economic and

social impact of fire on communities. The seasonal community safety calendar provided the catalyst for a number of initiatives and schemes throughout the calendar year.

- 8.2 Activity which was ongoing within the Cheviot Ward area included Scottish Fire and Rescue Service staffs in all local stations providing Home Fire Safety Visits all year round. The visits provided the householder with a home visit, focussing on identifying and reducing the risks of fire in the home. Smoke detectors with a 10-year battery life were provided as part of this free service; Firesharp was an initiative for Primary 6 pupils, providing face-to-face education within local Primary schools on matters of fire risk and prevention; The SFRS Safeguarding Policy and Procedure for Protection of Children and Adults at Risk of Harm was implemented to link into adult and child protection. The introduction of the policy had created closer ties with Social Services within Scottish Borders and ensured those people and families that fire crews identify as at risk were brought to the attention of Social Services and had resulted in joint visits to homes to reduce risk to those occupiers. A strong partnership was being developed with the local Domestic Abuse Advocacy Service and involvement in MARAC (Multi Agency Risk Assessment Conference). The Local Authority Liaison Officer (LALO) and Scottish Borders Station Manager for Prevention and Protection were fully involved in all local MARAC processes, attending the monthly conferences and all steering group meetings.
- 8.3 Road Safety Community Action Team (CAT) had delivered road safety awareness to secondary schools throughout the Scottish Borders with the support of the local whole time personnel from Galashiels and Hawick. Fire Safety Audits provided a targeted examination of business premises and their relevant documents to ascertain how the premises were being managed regarding fire safety. The enforcement officer also engaged with members of staff to confirm their level of fire safety awareness; Unwanted Fire Signals were being addressed by phased intervention actions which identified premises which were producing 'false alarms', provided guidance on how to reduce a reoccurrence. Crews were actively involved in the Summer Thematic Action Plan which were underway and focussed on Grass and Wildland fires, Rubbish and refuse fires and Outdoor fire safety. Work continued with all partners in the Scottish Borders Council Safer Communities Team, as well as local partnerships, to promote preventative work. The LALO was in post within Scottish Borders Council HQ in order to improve partnership working, with a particular focus on the elderly and more vulnerable members of society. The primary aims of the partnership activity were to help ensure the safety and welfare of vulnerable persons throughout the community, and to seek to reduce the overall numbers of accidental dwelling fires, fire casualties and fire fatalities in homes. Fire stations in Kelso and Jedburgh were at full establishment. In response to a question about fires at Hendersyde Horse Trials, Kelso and a Barn at Proctors Smithy, Kelso, Mr Girrity advised that he had not been briefed about the incidents and would forward the information to Councillors.

DECISION

NOTED the report.

LIVING SAFELY IN THE HOME PROJECT

- 9.0 With reference to paragraph 6 of the Minute of 1 June 2016, Mr Girrity reported that Living Safely in the Home was part of the Scottish Borders Community Planning Partnership Reducing Inequalities Strategy. The Scottish Fire and Rescue Service (SFRS) and the Scottish Borders Safer Communities Team would lead jointly on the 'Keeping People Safe' theme. Within this theme, it had been identified that older people were more likely to suffer an accident in the home resulting in an A&E admission to Hospital. Recent figures indicated that 64% of emergency admissions for

adults in the Scottish Borders were because of falls in the home. Further analysis showed that over 75% of these falls involved persons over 75 years of age. With an ageing population, this trend will only continue without increased prevention activities. This pilot initiative was proving very successful and a number of direct referrals had been made in respect of elderly people and small aids provided since the launch in June 2016.

DECISION

NOTED the Update.

10. ENGAGEMENT WITH NHS BORDERS

As there was no representative present from NHS Borders, there was no update given.

DECISION

NOTED.

11. NEIGHBOURHOOD SMALL SCHEMES UPDATE

With reference to paragraph 8 of the Minute of 3 February 2016, there were circulated at the meeting copies of Appendices A and B which detailed the current position in terms of the Neighbourhood Small Schemes and Quality of Life Scheme previously approved. The Area Neighbourhood Manager advised that the allocated budget (£47,099) for small schemes was available through Neighbourhood Services for the Cheviot Area in 2016/17. There remained £25,311 for future schemes, although any budget remaining at the close of the financial year would be lost as there was no carry forward provision. In addition, a budget of £31,072 was available for Quality of Life Schemes in the Cheviot Area in 2016/17. It had previously been agreed that this budget would be split equally between Kelso and District and Jedburgh and District Wards. There was a remaining budget of £11,422 in Kelso and District Ward and £14,372 in Jedburgh and District Ward for future schemes.

DECISION

(a) NOTED:-

(i) the following new Neighbourhood Small Schemes agreed by e-mail:-

(1) Formation of timber stepped access at Ancrum Play Area/ Duke's Path	£ 120
(2) Provision of signs at Heiton Village	£ 680
(3) Resurface entrance to car park at Stichill Village Hall	£1,025
(4) Replace 6 No. street name plates in Town & Kirk Yetholm	£1,030
(5) Upgrade Woodland Path	£ 322
(6) Refurbish Railings in Bridge End Park, Kelso	£2,300
(7) Formation of Path at Morebattle Cemetery	£ 480

(ii) to delegate authority to the Service Director Neighbourhood Services to allocate the funds for the current financial year to Neighbourhood Small Schemes, subject to consultation with and approval by all six members of the Cheviot Area Forum via email.

(b) NOTED:-

the following new Quality of Life Schemes previously approved by e-mail:-

- | | |
|--|--------------|
| (1) Contribution towards Venue Costs, Healthy Cooking Programmes | £ 275 |
| (2) Installation of Bronze Panel on Kelso Stane, The Square, Kelso | £ 680 |
| (3) Supply of Litter Pickers for various communities in Jedburgh District | £ 500 |
| (4) Upgrade electric supply pillar at Ancrum Village Green | £ 930 |

12. OPEN QUESTIONS

There were no issues raised.

**DECISION
NOTED.**

13.0 COMMUNITY COUNCIL SPOTLIGHT

- 13.1 Skiprunning Burn, Jedburgh (Flood Protection Scheme)** – With reference to paragraph 10.1 of the Minute of 1 June 2016, the Area Neighbourhood Manager advised that the main (Phase 2) works were completed in March 2016. Following this a confined space contractor was appointed to undertake repairs to the culvert, which were identified in the 2012 inspection and 2014 CCTV survey. The repair works commenced on the 22 August for 1 week. However, the Contractor quickly brought to our attention that the number of repairs required within the culvert had changed from the original inspection/ CCTV survey. It was agreed with the Councils Asset Team that the Contractor would spend the week concentrating on tackling the most significant repairs. Going forward it was proposed that a further detailed inspection (similar to that undertaken in 2012) was required to accurately identify and prioritise the work required to the culvert. This would be undertaken in spring/ summer 2017 so the works could be planned, priced and carried out within the same dry period to avoid significant changes to the planned works.

**DECISION
NOTED the report.**

14. FUTURE AGENDA ITEMS

The Chairman asked all present for future agendas items.

**DECISION
NOTED.**

15. DATE OF NEXT MEETING

The Chairman confirmed that the next meeting of the Cheviot Area Forum was scheduled for Wednesday, 7 December 2016 in Kelso.

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

16. **PRIVATE BUSINESS
DECISION**
AGREED under Section 50A(4) of the Local Government (Scotland) Act 1973 to exclude the public from the meeting during consideration of the business detailed in the Appendix to this Minute on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 6 of Part I of Schedule 7A to the Act.

SUMMARY OF PRIVATE BUSINESS

1. **MINUTE**
The Area Forum considered the private section of the Minute of 1 June 2016.

The meeting concluded at 8.15 p.m.

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DISABLED PERSONS PARKING PLACES - TRAFFIC REGULATION ORDER

Report by Chief Officer, Roads

CHEVIOT AREA FORUM

7 December 2016

1 PURPOSE AND SUMMARY

- 1.1 This report proposes to amend The Scottish Borders Council (Disabled Persons Parking Places) Order 2015**
- 1.2 Since the original order in 2015 a number of additional request have been received, as well as bays which are no longer required and have been removed. This report details the amendments with the Cheviot area as part of a region-wide Traffic Regulation Order (omitting those which are no longer required since the beginning of consultation).

2 RECOMMENDATIONS

- 2.1 I recommend that the Cheviot Area Forum approves the amendment of disabled parking places in the Cheviot Area listed in Appendix A (as amended by removals) to The Scottish Borders Council (Disabled Persons Parking Places) Order 2015.**

3 BACKGROUND

- 3.1 The Disabled Persons Parking Places (Scotland) Act 2009 came into effect on 1st October 2009 and imposed a duty on Local Authorities to provide advisory on-street parking places for disabled persons.
- 3.2 Under the Councils Scheme of Administration, Area Forums approve the making temporary, permanent or experimental orders for the regulation of traffic.
- 3.3 The proposed Traffic Regulation Order (TRO) covers the whole of the Scottish Borders Council Area and this Area Forum is asked only to approve disabled bays within its own area.
- 3.4 Since the TRO was prepared and advertised, a number of disabled bays are now not required and have been brought to our attention for removal. These bays will not be included in the final TRO and are shown as struck off in the draft schedule shown in Appendix A. This could have been for any number of reasons, such as death or failure to renew the blue badge.
- 3.5 Statutory Consultation on the proposals was carried out from 28/06/2016 to 26/07/2016. No adverse comments or objections were received.
- 3.6 The proposals were advertised to the public from 15/08/2016 to 16/09/2016. No adverse comments or objections were received.

4 IMPLICATIONS

4.1 Financial

The costs associated with signs and lines have already been incurred when the disabled bays were introduced as advisory bays under the Disabled Persons Parking Places (Scotland) Act 2009. The only remaining costs are associated with advertising and making of the Traffic Regulation Order.

Advertising region-wide TRO £3,000

These costs would be borne by Network's Aids to Movement budget.

4.2 Risk and Mitigations

- (a) The risks of not proceeding with the recommendation are that the bays would not be enforceable.
- (b) There are no perceived risks of proceeding with the recommendation.

4.3 Equalities

An Equalities Impact Assessment has been carried out on this proposal and it is anticipated that there are no adverse equality implications.

4.4 Acting Sustainably

There are no significant impacts on the economy, community or environment arising from the proposals contained in this report.

4.5 Carbon Management

There are no significant impacts on the carbon emissions arising from the proposals contained in this report.

4.6 Rural Proofing

It is anticipated that there are no adverse effect on the rural are from the proposals contained in this report.

4.7 Changes to Scheme of Administration or Scheme of Delegation

There are no changes to be made to either the Scheme of Administration or the Scheme of Delegation as a result of the proposals contained in this report.

5 CONSULTATION

5.1 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

**David Girdler
Chief Officer, Roads**

Signature

Author(s)

Name	Designation and Contact Number
Gary Haldane	Assistant Engineer - Road Safety & Traffic Management 01835 82 6642

Background Papers: none
Previous Minute Reference: none

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

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

Appendix A

Ancrum

C022	The Glebe (2nd most easterly parking area)	Most easterly space
C024	The Glebe (Car park outside houses 1-3)	2nd most easterly bay

Jedburgh

C030	Grieve Avenue (west side)	169m north of junction with Lothian Road, north for 6.6m
C031	Priors Meadow (west side)	102m north of junction with Priors Road, north for 6.6m
C032	Hartrigge Crescent (south west parking area)	Most north easterly bay
C033	Forthill Terrace (north west side)	6.2m north of southern kerbline of Hume Place, north for 6.6m
C034	Forthill Terrace (south east side)	39m south west of junction with Hume Place, south west for 6.6m
C035	Meadow Street (north side)	43m east of junction with Priors Road, east for 6.6m
C036	Forthill Avenue (north west side)	109m south west of junction with Stonehill Place, south west for 6.6m
C002	Priors Road	REMOVE
C006	Elliot Road	REMOVE

Yetholm

C018	Grafton Road (east side)	68m east of junction with B6401, north for 6.6m
C020	Grafton Road (east side)	59m east of junction with B6401, north for 6.6m
C026	Deanfield Place (east parking bays)	South bay
C028	Woodbank Road (west side)	50m north of junction with Braeside Road, north for 6.6m

Kirk Yetholm

C048	Hillview Road (south west parking bays)	Most southerly bay
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St Boswells

C021	Springfield Square (north side)	14m east of junction with Springfield Terrace, east for 6.6m
C008	Southfield	REMOVE

Kelso

C019	Grove Hill (north east side)	182m north west of junction with East Bowmont Street, north west for 6.6m
C023	Winchester Row (north west side)	14m north east of junction with Roxburgh Street, north east for 6.6m
C025	Grove Hill (north east side)	139m north west of junction with East Bowmont Street, north west for 6.6m
C027	Inch Park (south side)	31m north east of junction with Bowmont Street, north east for 6.6m
C029	Orchard Park (north east leg)	11m east of north west leg, east for 13.2m
C038	The Linn (parking area from no.23-34)	most northerly bay
C039	Edenside Court (easterly bays in south parking areas)	most north of 2 bays
C040	Abbotseat (north parking area)	6th most westerly bay
C041	Roxburgh Street (north east side)	43m north west of junction with Winchester Row, north west for 6.6m
C042	Roxburgh Street (north east side)	26m north west of junction with Winchester Row, north west for 6.6m
C043	Inchmyre (southerly parking bays of east leg)	most westerly bay
C044	Roxburgh Street (north east side)	76m south east of junction with Winchester Row, south east for 6.6m
C045	Broomlea Court (north west parking bays)	most northerly of 2 bays
C046	Orchard Park (north west leg)	63m north east of junction with south west leg, north east for 6.6m
C047	Bowmont Street (south west side)	31m north west of entrance to High School
C049	Grove Hill (south west side)	120m north west of junction with East Bowmont Street, north west for 6.6m

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SPEED LIMIT REVIEW 2016

Report by Chief Officer, Roads

CHEVIOT AREA FORUM

7 December 2016

1 PURPOSE AND SUMMARY

- 1.1 **This report proposes to introduce a part time 20mph speed limit in the vicinity of the new High School on Angraflat Road, Kelso.**
- 1.2 As part of the construction of the new school, the introduction of this part-time speed limit is in the interest of road safety for children travelling to and from school.

2 RECOMMENDATIONS

- 2.1 **I recommend that the Cheviot Area Forum approves the amendment to The Scottish Borders Council (Various Streets, Kelso) (20mph Speed Limit) Order 2005 to include the sections of road shown in Appendix A and described in Appendix B.**

3 BACKGROUND

- 3.1 In accordance with Government guidance, speed limits should seek to reinforce people's assessment of what is a safe speed to travel. Scottish Borders Council has a statutory duty to set local speed limits in situations where local needs and considerations deem it necessary for drivers to adopt a speed which is different from the national speed limit.
- 3.2 A Scottish Borders-wide Speed Limit Review was carried out in 2015, to consider the representations which had been made (generally seeking lower speeds) or on sites which officers had identified as warranting investigation.
- 3.3 As the decision on the new school had not been made at the time of the 2015 Speed Limit review, this location was not assessed at that time.
- 3.4 The proposed part-time limit is consistent with existing speed limits on adjacent roads at high schools within the Borders area.
- 3.5 The extent of the proposed speed limit is shown in Appendix A and described in Appendix B.
- 3.6 As with all TROs, the Council has to undertake a two stage consultation process. Firstly there is a statutory consultation with bodies that have a direct interest such as emergency services, freight and public transport representatives and community councils. Following that process, the proposal requires to be advertised locally (local press and on-street notices) to allow others the opportunity to comment or object.
- 3.7 Statutory Consultation on the proposals was carried out from 19 September 2016 to 17 October 2016. No comments or objections were received during this period.
- 3.8 The proposals were advertised to the public from 27 October 2016 to 25 November 2016. No comments or objections were received during this period.

4 IMPLICATIONS

4.1 Financial

The financial implications associated with the recommendations relates to the advertising costs as the provision of new signs was included in the Capital Project. Approximate costs are as follows:-;

Advertising	£1,500
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The cost would be borne by the Aids to Movement budget.

4.2 Risk and Mitigations

- (a) The risk of not proceeding with the recommendations is that drivers progress along the section of road at speeds inappropriate to the conditions increasing risk of injury should an accident occur.
- (b) The risk of proceeding with the introduction of the speed limit at this site is that an errant vehicle may strike a sign post holding the signs necessary to indicate the restriction. This risk will be mitigated by design of appropriate sign pole.

4.3 Equalities

An Equalities Impact Assessment has been carried out on this proposal and it is anticipated that there are no adverse equality implications.

4.4 Acting Sustainably

There are no significant impacts on the economy, community or environment arising from the proposals contained in this report.

4.5 Carbon Management

There are no significant effects on carbon emissions arising from the proposals contained in this report.

4.6 Rural Proofing

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

4.7 Changes to Scheme of Administration or Scheme of Delegation

There are no changes to be made to either the Scheme of Administration or the Scheme of Delegation as a result of the proposals contained in this report.

5 CONSULTATION

- 5.1 The Chief Financial Officer, the Monitoring Officer, Chief Legal Officer, Chief Officer Audit and Risk, Chief Officer Human Resources and the Clerk to the Council are being consulted and any comments received will be incorporated in the report.

Approved by

David Girdler

Chief Officer Roads Signature

Author(s)

Name	Designation and Contact Number
Gary Haldane	Assistant Engineer - Road Safety & Traffic Management 01835 82 6642

Background Papers: None

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. Jacqueline Whitelaw can also give information on other language translations as well as providing additional copies.

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

1. From its junction with Angraflat Road east then south eastwards to a point 10 metres or thereby northwest of its junction with the extended northwest kerbline of the eastern arm of High Croft.

D79-4 Golf Course Road

1. From its junction with A6089 Golf Course Road northwards for a distance of 10metres or thereby.

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Cheviot Area Forum

7 December 2016

**Report from
Inspector Carol Wood
Inspector John Scott**



This report will update the **Cheviot Area Forum** on performance, activities and issues across the Ward for the period 1st September to 30th November 2016.

The Ward Plan Priorities for each area:

Jedburgh and District Ward

Drugs Dealing & Misuse

Official stop and search figures will be reported to the Police and Fire Scrutiny Board.

During the reporting period, three individuals were charged with possessing controlled substances.

Just after midnight on 16/9/16, a 40 year old male was found in charge of a vehicle, which he had crashed on the Kelso to Maxton road. The male had consumed alcohol and was also found to be in possession of a controlled substance. He was charged with various road traffic offences and was kept in police custody for appearance the following day.

We will remain visible in the community to develop intelligence on people who deal in and use controlled drugs. We will continue to work with our partners, combining education and enforcement strategies. We continue to receive intelligence from the public in relation to drug matters whether that is persons being in possession or persons dealing drugs and we would encourage this. Completely anonymous information can be left on Crimestoppers on 0800 555 111.

Road Safety

Tragically a fatal accident occurred on the evening of Saturday 19 November 2016 on the A698 at Knowesouth. There were two vehicles involved and the driver of one of the vehicles sustained fatal injuries. Full traffic collision investigation was carried in an effort to establish the cause of this accident and that information is still being analysed. Discussions are ongoing between Police and Scottish Borders Council to explore whether any road improvements could be introduced at this location.

During the reporting period a number of road checks have been carried out. This resulted in one driver being given a warning for the anti social use of a vehicle in Jedburgh.

A number of drivers have been charged with various road traffic offences following incidents or accidents over the last three months:

NOT PROTECTIVELY MARKED

One person was charged with drink driving (in addition to the male who crashed vehicle as mentioned above).

Five people have been charged with careless driving. One of these incidents involved a vehicle striking a motorbike and the motorcyclist sustaining a number of broken bones from which he should make a full recovery.

On 13/10/16 the driver of a Peter Hogg bus lost control of this when he had passengers on board, travelled down Canongate, swerving as it went, hit a wall and another vehicle then continued to travel towards Duck Row Bridge where it became partially impaled on the bridge parapet, almost landing in the Jed Water. Extensive examination of the vehicle and inquiries were carried out, resulting in the driver being charged with dangerous driving. A report has been submitted to the Procurator Fiscal.

Five people have been detected and charged for driving without insurance and other driving related documentation offences.

Anti Social Behaviour

A number of individuals have been charged with causing a breach of the peace. These incidents are isolated and there is no pattern to them.

We continue to engage with those responsible for any antisocial behaviour in the ward area and there are a number of ongoing matters being dealt with at present in Jedburgh. These are being addressed through partnership with the Anti Social Behaviour Unit and relevant Landlords.

Rural Crime

On 7/9/16, a fire was reported at West Mains Farm, Ancrum. This resulted in three large haystacks and a tractor being totally destroyed. These items had a significant monetary value. This was only a week after a fire had been reported at the same farm, where a combine harvester and hay were destroyed. Extensive enquiries have been ongoing into both these incidents and are continuing.

Kelso and District Ward

Dishonesty

On the 29th October a business premises in Station Yard, Kelso was forcibly entered overnight and a quantity of cash was stolen, enquiries are on going in relation to this incident.

Road Safety

Drink Driving Offences

There have been 3 instances of drink driving in the Kelso area in the reporting period, we continue to receive calls from the public in relation to this and will always act on these calls. This will form a key part of the local festive initiative and officers will be carrying out road checks the morning after Christmas parties, the simple message is if in doubt do not risk driving.

NOT PROTECTIVELY MARKED

Officers continue to patrol Kelso town centre and will enforce parking offences during the festive initiative.

Drug Dealing and Misuse Of Drugs

There have been no drugs offences in the Kelso area in the reporting period.

We are always seeking information from the community, if you have any suspicions either report this at a local police station, call 101 or Crimestoppers on 0800 555 111.

All information will be treated confidentially and we will always act on the information.

Antisocial Behaviour

Of particular concern was an incident of attempted murder that occurred on the 25th October in Inchmyre estate in Kelso. This incident required a large number of officers to gather the evidence available. The officers working on the enquiry recognised the significant support from the community who reported key information to us. A local man was arrested and has been remanded in custody pending court proceedings.

Another incident reported to the police on the 30th October resulted in a man being seriously assaulted in the Square, Kelso. A man was arrested and appeared at court in relation to this incident.

Anyone who is the victim of antisocial behaviour, should report this at the time of the incident to the police or if it is an ongoing issue, this can be reported to the Antisocial Behaviour Unit helpline on **0800 028 5711**.

Festive Campaign

As you know, the festive period is a busy time for all communities with an increase in social events, shopping and family gatherings. This increase in activity results in higher alcohol consumption, gatherings of diverse groups at social functions, higher volumes of people within licensed premises, and increased traffic on the roads at a time when inclement weather conditions can prove hazardous.

Historically the Police see an increase in incidents and crimes over the festive period. Specifically, figures relating to violence and domestic abuse peak and there is a rise in overall disorder and road traffic offences. Often these incidents present a significant risk to the safety of members of the public and emergency responders.

In response to this, Police Scotland has put in place a detailed plan to focus on key areas as described, with a greater emphasis on Keeping People Safe.

The plan for Lothians and Scottish Borders (J Division) is tailored to our local area and this feeds into the overarching National initiative.

In addition to dedicated police resources for this year's campaign, we would also like to highlight an information page on the Police Scotland website for the public which has a number of Keeping Safe messages:

<http://www.scotland.police.uk/keep-safe/festive-safety/>

NOT PROTECTIVELY MARKED

Your View Counts – Public Consultation

We continue to ask communities to contribute to the Your View Counts consultation. We want to hear from all sections of the community including minority groups and young people (aged 13-16). Your views matter and can shape the future priorities of the police in the area.

The online consultation is open all year which allows you to take part when it suits you but also gives the flexibility of being able to re-submit the consultation if your priorities change.

The link for the survey is <https://www.surveymonkey.co.uk/r/8LMB9WX>

Remember - Applying for Air Weapon Certificate?

From 31 December 2016, it will be an offence to use, possess, purchase or acquire an air weapon in Scotland, without holding an air weapon certificate. However if you are an existing firearm or shotgun certificate holder after this date, you will still be able to use and possess air weapons, until your firearm or shotgun certificate expires.

The deadline for air weapon applications being processed before the new laws are introduced on 31 December 2016, has now passed. Detailed information on what to do if you have not already applied for this licence are on the Police Scotland website

<http://www.scotland.police.uk/whats-happening/airweapons/>

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Website: www.scotland.police.uk
Facebook: www.facebook.com/PoliceScotland
Twitter: [twitter@BordersPolice.com](https://twitter.com/BordersPolice.com)

Police Scotland Non Emergency number 101

CHEVIOT AREA
NEIGHBOURHOOD SMALL SCHEMES

APPENDIX A

Location	Work Description	Status ¹	Price	Available Budget	Comments
Carried Forward 2015/16				£21,926	
2016/17				34,702	
Total Budget available for Neighbourhood Small Schemes				£56,628	
Kelso & District				£29,748	
Bridge End Park, Kelso	Repairs to steps & paths	Completed	£5,795	£23,953	
Sprouston Village	Kerb edge of carriageway at bus shelter	Completed	£1,672	£22,281	
Town & Kirk Yetholm	Upgrade entrance signs	Completed	£1,742	£20,539	
Sprouston War Memorial	Upgrade surrounding area	Completed	£980	£19,559	
Yetholm Play Area	Erect fence	Completed	£2,208	£17,351	
St Andrews Church, Kelso	Install dropped kerb	Completed	£1,137	£16,214	
War Memorial, Kelso	Install carpet bedding display	Completed	£2,710	£13,504	
Stichill Village Hall	Resurface entrance to car park	Completed	£1,025	£12,479	
Town & Kirk Yetholm	replace 6 no. street name plates	Ordered	£1,030	£11,449	
Broomlands, Kelso	Upgrade woodland path	Completed	£322	£11,127	
Bridge end Park, Kelso	Refurbish railings	Completed	£2,300	£8,827	
Morebattle Cemetery	Formation of path	Ordered	£480	£8,347	
Bridge End Park, Kelso	Diamond Jubilee Tree	Ordered	£60	£8,287	
Morebattle in Bloom	Provision of 600 no. spring bedding plants	Ordered	£130	£8,157	
Jedburgh & District				£26,880	
Nisbet Village	Erect notice board	Completed	£760	£26,120	
Ancrum Bottle Bank	Install additional telegraph pole	Completed	£1,814	£24,306	
Crailing Church	Resurface access	Completed	£2,970	£21,336	
Ancrum Play Area/Duke's Path	Form timber stepped access	Completed	£120	£21,216	
Heiton Village	Provision of signs	Ordered	£680	£20,536	
The Bountrees, Jedburgh	Repair/repaint railings	Ongoing	£1,619	£18,917	
The Glebe Car Park, Jedburgh	Re-lining of parking bays	Ordered	£1,075	£17,842	
Ancrum CC & Biodiversity Group	Financial contribution towards Biodiversity Project	Completed	£210	£17,632	
St Boswells Village	Upgrade Street Name Plates	Ordered	£590	£17,042	
Eckford Cemetery	Refurbish gates & railings	Ongoing	£370	£16,672	
A68 Underpass, Jedburgh	Installation of ramp	Ordered	£7,500	£9,172	
A699 St.Boswells - Buccleuch Chase Jct.	Reinstatement of damaged verge	Ordered	£1,941	£7,231	
Riverside Walk, Jedburgh	Install additional lighting column	Ordered	£1,260	£5,971	
Remaining Balance for Neighbourhood Small Schemes				£14,128	

CHEVIOT AREA
QUALITY OF LIFE SCHEMES

APPENDIX B

Location/Project	Work Description	Status ¹	Price	Available Budget	Comments
Brought Forward 2015/16				£11,072	
2016/17				£20,000	
Total Budget available for Quality of Life Schemes				£31,072	
Kelso & District				£15,402	
Rutherford Square, Kelso	Provision of planters completed with shrubs	Completed	£325	£15,077	
Back Lane, Town Yetholm	Upgrade parking area	Agreed	£935	£14,142	
Friends of Kelso Museum	Contribution to support activities for 200th Anniversary	Completed	£2,720	£11,422	
Healthy Cooking Programmes	Contribution towards venue costs etc.	Completed	£275	£11,147	
Kelso Stane, The Square, Kelso	Installation of bronze panel	Completed	£2,524	£8,623	
Bridge End Park, Kelso	Diamond Jubilee Tree- Install plaque	Ongoing	£60	£8,563	
Jedburgh & District				£15,670	
St.Boswells Community Council	Contribution towards design of foundation (War Memorial)	Completed	£775	£14,895	
St.Boswells Community Council	Contribution to install marker posts at The Green	Completed	£523	£14,372	
Various Communities	Supply of litter pickers	Completed	£500	£13,872	
Ancrum Village Green	Upgrade electric supply pillar	Completed	£930	£12,942	
Kalewaer Community Council	Contribution to upgrade festive lighting	Completed	£811	£12,131	
St Boswells Primary School (PFP)	Contribution towards supply & install basketball posts etc.	Completed	£1,680	£10,451	
Eckford , Crailing & Nisbet CC	Contribution towards heated defib. cabinets	Completed	£1,332	£9,119	
The Glebe , Ancrum	Land search	Agreed	£400	£8,719	
Remaining Balance for Quality of Life Schemes				£17,282	

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PUBLIC HOLIDAY DATES - 2017

JEDBURGH

NEW YEAR 2017	MONDAY 2 and TUESDAY 3 JANUARY
MERCHANTS' HOLIDAY	MONDAY, 6 MARCH
SPRING	MONDAY, 27 MARCH
MAY DAY	MONDAY, 1 MAY
CALLANTS' FESTIVAL (Annual Festival Week 2nd – 8 th July)	FRIDAY, 7 AND SATURDAY, 8 JULY
ANNUAL TRADES	*COMMENCE ON MONDAY, 24 JULY FOR TWO WEEKS
AUTUMN	MONDAY, 2 OCTOBER
CHRISTMAS	MONDAY, 25 AND TUESDAY 26 DECEMBER
NEW YEAR 2018	MONDAY 1 AND TUESDAY 2 JANUARY

KELSO

NEW YEAR 2017	MONDAY 2 and TUESDAY 3 JANUARY
SPRING	MONDAY, 27 MARCH
MAY DAY	MONDAY, 1 MAY
MAY / JUNE (This date replaced Spittal Trip holiday)	MONDAY, 29 MAY
ANNUAL CIVIC WEEK (Annual Civic Week 16 th – 22 nd July)	*FRIDAY, 21 AND SATURDAY, 22 JULY
AUTUMN	MONDAY, 2 OCTOBER
CHRISTMAS	MONDAY, 25 AND TUESDAY 26 DECEMBER
NEW YEAR 2018	MONDAY 1 AND TUESDAY 2 JANUARY

* most shops and offices remain open.

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