

# Public Document Pack



## CHEVIOT LOCALITY COMMITTEE MONDAY, 13 NOVEMBER 2017

A MEETING of the CHEVIOT LOCALITY COMMITTEE will be held in the COUNCIL CHAMBER, COUNCIL HEADQUARTERS, NEWTOWN ST BOSWELLS on MONDAY, 13 NOVEMBER 2017 at 6.30 pm

J. J. WILKINSON,  
Clerk to the Council,

7 November 2017

<b>BUSINESS</b>		
1.	<b>Welcome and Introductions</b>	5 mins
2.	<b>Apologies for Absence</b>	5 mins
3.	<b>Order of Business</b>	
4.	<b>Declarations of Interest</b>	
5.	<b>Minute of Meeting</b> (Pages 3 - 10)  Consider the Minute of the Meeting held on 13 September 2017. (Copy attached.)	5 mins
6.	<b>Neighbourhood Small Schemes</b> (Pages 11 - 14)  Consider spreadsheets A and B which seek approval for the proposed new Neighbourhood Small Schemes. (Copies attached.)	10 mins
7.	<b>Locality Bid Fund</b>	30 mins
	(a) <b>Ratify note of informal meeting held on 18 October 2017</b> (Pages 15 - 16) (Copy attached.)	5 mins
	(b) <b>Discuss arrangements for the Locality Bid Fund in the Cheviot Area</b>	
8.	<b>Area Partnership Proposals</b> (Pages 17 - 28)  Note report to full Council on 2 November 2017. (Copy attached.)	10 mins
9.	<b>Police Force of Scotland - 'J' Division Spotlight</b>  Consider an update for the local Police Inspector detailing ongoing work and initiatives in the Cheviot area.	15 mins

10.	<b>Scottish Fire and Rescue Services</b> Consider update detailing ongoing work and initiatives in the Cheviot Area.	15 mins
11.	<b>Open Questions</b> Opportunity for members of the public to raise any issues not included on the Agenda.	10 mins
12.	<b>Community Council Spotlight</b> Consider any matters raised by Community Councils.	15 mins
13.	<b>Any Other Items Previously Circulated</b>	
14.	<b>Any Other Items which the Chairman decides are Urgent</b>	
15.	<b>Date of Next Meeting</b> The next meeting of the Cheviot Locality Committee is scheduled for Wednesday, 7 February 2018. 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.**

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**Membership of Committee:-** Scottish Borders Council Members:- Councillors S. Mountford (Chairman), J. Brown, S. Hamilton, E. Robson, S. Scott, T. Weatherston.

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

Kelso – Mr. D. Weatherston  
 Jedburgh – Mr. R. Stewart (Substitute – Mr. J. Taylor)  
 Floors, Makerstoun, Nenthorn & Smailholm – Mr A Carter  
 Ednam, Stichill & Berry Moss – Vacancy  
 Heiton & Roxburgh – Mr Rory Bell  
 Kalewater - Dr B. Bell  
 Sprouston – Mr Norman Jarvis  
 Yetholm – Mrs Susan Stewart  
 Ancrum – Mr David Ogilvie  
 Crailing, Eckford & Nisbet – Mrs Caroline Cook  
 Jed Valley – Vacancy  
 Lanton – Mrs Christine Miller  
 Maxton & Mertoun – In Abeyance  
 Oxnam – Ms Linda Johnston  
 St. Boswells – Mr A Drummond

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Please direct any enquiries to Fiona Henderson Tel: 01835 826502 or e-mail [fhenderson@scotborders.gov.uk](mailto:fhenderson@scotborders.gov.uk)

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**SCOTTISH BORDERS COUNCIL**  
**CHEVIOT LOCALITY COMMITTEE**

MINUTE of the MEETING of the CHEVIOT LOCALITY COMMITTEE held in THE Assembly Room, Jedburgh Grammar School, Jedburgh on Wednesday, 13 September 2017 at 6.30 p.m.

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Present:- Councillor S. Mountford (Chairman), S. Hamilton, E. Robson, S. Scott, T. Weatherston, Community Councillors C. Cook (Crailing, Eckford and Nisbet CC), N. Jarvis (Sprouston CC), D. Weatherston (Kelso CC), J. Taylor (Jedburgh CC), D. Allan (Yetholm CC), Inspector Carol Wood and Inspector Scott (Police Scotland – J Division).

Apologies:- Councillor J. Brown, Community Councillors A. Drummond (St Boswells CC), B. Bell (Kalewater CC), A. Carter (Floors, Makerstoun, Nenthorn & Smailholm CC), D. Ogilvie (Ancrum CC), R. Bell (Heiton & Roxburgh CC), Matt Acton (Scottish Fire and Rescue Service).

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

Members of the Public:- 0

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1.0 **WELCOME**

1.2 The Chairman welcomed everyone to the meeting.

**DECISION  
NOTED.**

2.0 **MINUTE**

2.1 There had been circulated copies of the Minute of the Meeting of the Cheviot Locality Committee of 21 June 2017.

**DECISION  
AGREED to approve the Minute for signature by the Chairman.**

3.0 **UPDATE ON LOCALITIES**

3.1 The Service Director – Customer & Communities was present at the meeting to update the Committee on the emerging Agenda from the Community Empowerment Act. It was explained that Communities and Organisations could get more involved in shaping services and Scottish Borders Council was looking at Communities being the key in taking the Agenda forward. There would be development and engagement with Communities in partnership with SBC, Police Scotland, NHS Borders, Scottish Enterprise, Fire and Rescue Services. Locality Committees are seen as being key to this but not in the form they are at the moment. Discussions are ongoing on how to improve them and the proposed name of the Committee is likely to be 'Cheviot Area Partnership' and a report would be presented to Council later in the month, any decision taken would be reviewed and monitored as the Agenda evolved.

3.2 A Devolved Localities Bid Fund of £0.5m had been put in place and would be divided between the 5 Partnership areas and the report on 28 September 2017 will detail how

this will work, the proposal being that projects which would be key to Community Bids would be submitted to an assessment panel for criteria checking and if successful, the public would vote on-line, in Libraries etc. As this is a new venture it would be evaluated on an ongoing basis and looking at ways to enhance the Area Partnership and get members of the public involved by looking at the Agenda Structure and allowing the public to decide on items for the Agenda. In response to a question about engaging with the Clubs in the area, Mrs Craig advised that was the challenge each area faced as one size did not fit all. Some concern was raised about on-line voting and Mrs Craig advised that the most popular system seemed to be holding events and getting people to come along and vote, all comments would be taken on board and taken into considered when finalising proposals. The Council would work with unsuccessful groups to try and find other sources of funding.

**DECISION  
NOTED.**

**4.0 LOCAL DEVELOPMENT PLAN MAIN ISSUES REPORT**

4.1 With reference to paragraph 6 of the Minute of 1 February 2017, Mr Johnston’s presentation related to the preparation of a new Local Development Plan (LDP). He confirmed the Council was commencing work on the new Local Development Plan and the timeline for preparing the new LDP which was on a 5 year cycle. He summarised the timeline for the production of the Plan and highlighted that the first stage, the Main Issues Report (MIR), would be prepared by spring 2018. The MIR was a front runner to the LDP which in essence sought to identify a range of issues which the LDP should address. The MIR, which would be sent out for public consultation, identified preferred sites for houses as well as alternatives. It also proposed where planning policies could be updated, removed or merged. The MIR sought public opinion on a range of matters such as the main aims of the LDP, proposals for allocation of employment sites, housing policy, retail policy, regeneration issues, green space protection and climate change issues. Community engagement would be carried out through a series of exhibitions and workshops with community groups as follows:-

- |                       |                                  |  |
|-----------------------|----------------------------------|--|
| • Eyemouth            | Thursday, 21 <sup>st</sup> Sept  | Eyemouth Community Centre  |
| • Kelso               | Tuesday, 26 <sup>th</sup> Sept   | Kelso Town Hall  |
| • Galashiels          | Wednesday, 27 <sup>th</sup> Sept | Tesco foyer (afternoon) / Trans Interchange (evening)            |
| • Peebles             | Thursday, 28 <sup>th</sup>       | Hawick Heritage Hub  |
| • Duns                | Thursday, 5 <sup>th</sup> Oct    | Duns Council Chamber   |
| • Selkirk             | Tuesday, 10 <sup>th</sup> Oct    | 1 Tower St (afternoon),<br>Comm. Connections, Back Row (evening) |
| • Newtown St Boswells | Thursday, 12 <sup>th</sup> Oct   | Council Chamber (Workshop only<br>2 – 4 pm)                      |

4.2 In response to a question regarding the size of advertising Boards on empty properties within town centres, Mr Johnston advised that was a matter for the Enforcement team. The matter of town centre properties being converted into flats and not providing parking spaces was raised and Mr Scott, Senior Roads Planning Officer advised that it would depended on whether it was a conversion or a new build, but is was certainly something which would be taken into consideration. Other matter which were raised included capacity and effect on existing infrastructure and seeking developer contributions towards residential homes and care for older people.

**DECISION  
NOTED.**

5.0 **REQUEST FOR APPROVAL FOR THE STOPPING-UP OF A SECTION OF ROAD FROM THE COUNCILS LIST OF PUBLIC ROADS**

5.1 There had been circulated copies of a report by the Service Director – Assets & Infrastructure seeking approval for the stopping-up of part of the D148/4 Samieston and Upper Samieston road. The report explained that the Council had been asked by the land owner if a section of the aforementioned road could be stopped-up and removed from the Council's List of Public Roads. Following discussions with the various interested parties, it was proposed to stop-up the section of road shown on the plan attached to the report and remove from the Council's List of Public Roads as requested. Mr Scott, Senior Roads Planning Officer who was in attendance to present the report, advised that the proposal was still in the consultation period, although no comments had been received to date.

**DECISION**

**AGREED the stopping-up of part of the D148/4 Samieston and Upper Samieston road, as shown on the plan attached to the report, and delegated authority to confirm the order subject to there being no substantive representations made against the proposal.**

6.0 **NEIGHBOURHOOD SMALL SCHEMES UPDATE**

6.1 With reference to paragraph 5 of the Minute of 21 June 2017, there had been circulated copies of a report by the Service Director Assets and Infrastructure which sought approval from the Locality Committee for the proposed new neighbourhood Small Schemes. The Area Neighbourhood Manager advised that the allocated budget (£34,702) for small schemes was available through Neighbourhood Services for the Cheviot Area in 2017/18. Approval of the schemes detailed below would result in a budget of £27,076 for future schemes. In addition, a budget of £34,099 was available for Quality of Life Schemes in the Cheviot Area in 2017/18. Approval of the schemes detailed below would result in a remaining budget of £15,246 in the Kelso and District Ward and £9,743 in the Jedburgh and District Ward for future schemes. It had previously been agreed that this budget would be split equally between Kelso and District and Jedburgh and District Wards.

**DECISION**

**(a) APPROVED the following new Neighbourhood Small Schemes:-**

- |   |               |
|---|---------------|
| <b>(i) Erect rabbit proof netting around Castlewood Cemetery, Jedburgh</b>                      | <b>£2,630</b> |
| <b>(ii) Supply and erect street name plate at Howdenburn Court, Jedburgh</b>                    | <b>£ 260</b>  |
| <b>(iii) Supply and install defibrillator signs within existing kiosk at Clintmains Village</b> | <b>£ 160</b>  |

**(b) APPROVED the following new Quality of Life Schemes for implementation:-**

- |   |              |
|---|--------------|
| <b>(i) Financial contribution towards tree maintenance Works at Howden Crescent, Jedburgh</b> | <b>£ 865</b> |
| <b>(ii) Removal of trees within woodland strip to rear of The Linn, Kelso</b>                 | <b>£ 825</b> |

**(c) AGREED to delegate authority to the Service Director for Assets and Infrastructure to allocate funds for Quality of Life schemes in 2017/18 out with the scheduled Locality Committees when work was considered time critical, subject to approval by all Ward Members.**

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

7.1 Inspector Wood was present at the meeting to update the Cheviot Locality Committee on performance, activities and issues across the Ward for the period 1 June 2017 to 31 August 2017. During the reporting period, Inspector Wood advised that five persons had been charged with possessing a controlled substance. Four of these related to the town of Jedburgh and one St Boswells. Additionally one male was reported for possession with intent to supply a controlled substance in St Boswells. Two of the above persons were reported following the executive of drugs search warrants at their home addresses. The Police would remain visible in the community to develop intelligence on people who deal in and use controlled drugs. Work with partners, combining education and enforcement strategies would continue together with intelligence received from the public in relation to drug matters whether that is persons being in possession or persons dealing drugs. Completely anonymous information can be left on Crimestoppers on 0800 555 111. In terms of Road Safety, a number of road checks had been carried out and a number of drivers have been charged with various road traffic offences following incidents or accidents over the last three months notably: A thirty-two year old male charged with a drink driving offence following an incident on 2<sup>nd</sup> of June in Jedburgh. On the 9<sup>th</sup> of July a twenty-nine year old male was cautioned and charged with failing to have a valid driving licence, no MOT and no insurance following reported driving behaviour which culminated in two accidents. Additionally he has been charged with offences relating to providing identity details. A forty-nine year old male was charged with failing to possess a valid licence or MOT whilst driving in Jedburgh on 13<sup>th</sup> July and His vehicle was seized. A John Deere tractor with a towed red trailer damaged two cars in Jedburgh on 27<sup>th</sup> of July. The male driver failed to stop and enquiries to date have not traced him. Also during the reporting period one driver had been issued a fixed penalty notice for driving whilst using a mobile phone and two further notices were issued for speeding offences. In terms of Anti-Social Behaviour, A number of individuals had been charged with causing a breach of the peace. These incidents were isolated and there was no pattern to them. It was further reported that Rural Crime thefts of fuel had been reported from HGV operators whilst the vehicles had been parked and secure within industrial estates in the locality. Locked fuel caps had been forced in these cases. Two incidents of the theft of phone cable had been reported where persons had cut underground cables at maintenance access points. Two four foot gates forming a ‘kissing gate’ on a SBC maintained countryside walk were stolen on 20<sup>th</sup> July and following a series of presentations of counterfeit currency in the area a twenty-four year old male was charged with such an offence in Jedburgh.

7.2 In terms of Kelso and District, the final stages of the recruitment process for the appointment of the Station Assistant Post at Kelso Police Station were awaited and it was hoped to appoint a candidate in the near future. In terms of Dishonesty, there had been one theft by housebreaking committed in the reporting period, which related to the theft of a horsebox and equipment from Kaimeknowe Stables overnight between the 29<sup>th</sup> and 30<sup>th</sup> August and enquiries were ongoing in relation to this crime. It was again highlighted the need to take extra steps to maintain the security of homes, following reports of a prowler in the Wallaceneuk area of Kelso and the public were asked for extra vigilance to prevent thefts. There was a Drivewise Project running in partnership with the emergency services, The Institute Of Advanced Motorists, Scottish Borders Council and supported by John Cleland and Volvo UK to which all schools across the Borders were sending their young people to get a driving experience at the Charterhall airfield. This had been really well received by those participating and had allowed road safety messages to be delivered along with a positive experience of learning to drive.

The young persons and older peoples driving programmes continued to run and these were sponsored so there was not a cost to those participating. There had been one drink driving offence reported in the Kelso area and the Police notified media outlets of all drink driving offences to highlight this to the community. In terms of Drug Dealing and Misuse of Drugs, it was reported that there had been 8 drugs offences in the Kelso during the reporting period. There had been a number of concerns with regards to Antisocial Behaviour in the area around Roger Fish Gardens, Kelso. A multi-agency approach had been implemented and the police would continue to support the residents there, we would encourage the reporting of all issues and where required telephone the police to report incidents.

- 7.3 Action Against Violence campaign, aimed to reduce the number of violent incidents and improve the safety and wellbeing of individuals and communities.” During recent public surveys, violent crime was ranked as a key concern, placing it as one of Police Scotland’s top priorities. As such, the One Punch Can Ruin Two Lives campaign had been introduced to raise awareness of the consequences that one punch can have on two people’s lives. “One punch can kill and could result in facing a jail sentence. We want people to enjoy their nights out but at the same time to drink responsibly and consider how much alcohol they were consuming and the effect it had on their decision making and judgement.” More details are on the Police Scotland website. During August an information event was held at Eildon Mill, Tweedbank, encouraging members of the public to consider volunteering with the Police as a Special Constable. This was very successful and well attended and was part of a long term plan to recruit more Special Constable Officers. More information was available on the website along with all of the information you need to apply. There were currently a number of officers volunteering alongside their full time colleagues, they were an important and valued support in delivering first class services in the area. Finally in terms of Student Safety, Police Scotland were delivering vital safety advice to students at Fresher’s Weeks around the country as part of the Student Safety Campaign, which was launched on 5 September 2017. The campaign provided tips on how to enjoy student life while avoiding potential dangers, and covered advice on home and property security, Online Safety, Party Safety, Identity Safety, Water Safety and Illicit Trade. Students were encouraged to think about how secure their accommodation was, and giving useful tips on how best to prevent their home being targeted by thieves. Students were also being reminded to record details of all valuables, such as laptops, phones etc. which could be logged into [lmmobilise.com](http://lmmobilise.com), so if they do experience a theft and the police recover the items, they can be returned to the owner. With social media being a large part of a student’s life, there’s useful advice reminding students that “what goes online stays online” and not to leave themselves open to criminal charges or vulnerable to blackmail. In response to a question about special constables, Inspector Scott explained the role of a Special constable. Concerns were raised about the boy racers in the car park and at Allers Mill, Inspector Wood advised that the police were working on this although cautioned that they did not want to displace the problem to another area. The Police were alerted to the fact that some drivers were ignoring the one way system at the top of Roxburgh Street, Kelso in order to access the Cobby and the Police agreed to look into this.

## **DECISION**

**NOTED the report.**

## **8.0 FIRE AND RESCUE SERVICE UPDATE**

- 8.1 In the absence of a representative from the Scottish Fire and Rescue Service (SFRS) the Chairman referred to the written report submitted by Station Manager, Matt Acton which had been circulated. The update referred to the ongoing prevention and protection activity described in the last report to the Locality Committee. The report detailed that during the period of the report there had been 3 House Fires (2 x private

and 1x Sheltered Housing); 4 Other Fires (3 x crop/grass and 1 x barbeque); Special Services 7 and 23 unwanted Fire Alarm Signals. Activity which was ongoing within the Cheviot Ward area included Scottish Fire and Rescue Service staff in all local stations providing Home Fire Safety Visits all year round; The living safely in the home (LSITH) initiative continued in the Cheviot locality, with a number of referrals made by the SFRS to community partners and an evaluation of the trial was underway. Crews from Kelso Fire Station were taking part in the Cheviot Youth Group Initiative to engage with the Youth Group at The Planet, Kelso. The initiative involved a series of visits and discussions around life in the fire service and would include valuable safety messages, including fire safety in the home, bonfire night safety, water safety, amongst other topics. It was also a great opportunity for the firefighters to become positive role models for the young people of Kelso. Kelso crews recently attended the Mass Pipe Band and Family Day at Floors Castle, where they provided a demonstration of rescuing a casualty from a road traffic collision. Watch Manager Garry Lees provided an informative running commentary of the rescue to the crowd. The crews also delivered CPR training to the public at this well attended event.

8.2 New ways to engage with the farming community were being investigated to provide advice and guidance regarding farm fire safety and security. Work had taken place in partnership with Police Scotland, the NFU, NFU Mutual and the Scottish Association of Young Farmers, where a number of positive engagement opportunities had been identified, including farm walk and talks, attending agricultural shows, markets and auctions, and engagement with young members of the farming community.

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.

**DECISION**  
**NOTED the report.**

9.0 **ENGAGEMENT WITH NHS BORDERS**

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

**DECISION**  
**NOTED.**

10.0 **OPEN QUESTIONS**

10.1 There were no issues raised.

**DECISION**  
**NOTED.**

11.0 **COMMUNITY COUNCIL SPOTLIGHT**

11.1 Community Councillor Weatherston requested that the amount of Hospitality received be increased in line with that allowed for SBC Elected Members'

**DECISION**  
**AGREED that the Democratic Services Officer investigate.**

11.2 Community Councillor Jarvis raised concerns with regard to an undesignated layby on the Sprouston to Kelso road which was being used for inappropriate behaviour and a dumping ground for large quantities of lager cans. A litter bin was suggested, however



Mr Finnie advised that placing a bin was more likely to encourage inappropriate use and the solution may be to remove the layby altogether.

**DECISION**

**AGREED that Mr Finnie investigate this matter and report back to a future meeting.**

12.0 **DATE OF NEXT MEETING**

12.1 The Chairman confirmed that the next meeting of the Cheviot Area Partnership was scheduled for Wednesday, 6 December 2017 in the New High School, Kelso.

**DECISION**

**NOTED the date of the next meeting of the Cheviot Area Partnership and that the venue would be the new Kelso High School.**

**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 they involved the likely disclosure of exempt information as defined in paragraph 12 of part 1 of Schedule 7A to the Act.**

**SUMMARY OF PRIVATE BUSINESS**

13.0 **HIGH STREET, JEDBURGH**

13.1 The Committee received an update from Mr Alan Gueldner on the progress of the work being undertaken on the High Street, Jedburgh.

*The meeting concluded at 8.10 p.m.*

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**CHEVIOT AREA  
NEIGHBOURHOOD SMALL SCHEMES**

**APPENDIX A**

Location	Work Description	Status'	Price	Available Budget	Comments	
<b>Carried Forward</b>						
			<b>2016/17</b>			
			<b>2017/18</b>	<b>34,702</b>		
<b>Total Budget available for Neighbourhood Small Schemes</b>				<b>£34,702</b>		
<b>Kelso &amp; District</b>				<b>£17,351</b>		
Riverside Drive, Kelso	Create formal bus stop	Completed	£1,225	£16,126		
Stichill Play Area	Form pedestrian access	Completed	£1,332	£14,794		
Town Yetholm Play Area	Supply & install play equipment	Ordered	£5,373	£9,421		
<b>Jedburgh &amp; District</b>				<b>£17,351</b>		
Circular walk near Lanton Village	Install 2 no. walkers benches	Completed	£54	£17,297		
Allerley Well Park, Jedburgh	Provide & install picnic bench & table	Ongoing	£780	£16,517		
Allerley Well Park, Jedburgh	Repaint play equipment	Completed	£740	£15,777		
The Ramparts, Jedburgh	Supply gravel for footway	Completed	£445	£15,332		
Castlewood Cemetery, Jedburgh	Erect rabbit proof netting	Ordered	£2,630	£12,702		
Howdenburn Court, Jedburgh	Supply & erect street name plate	Ordered	£260	£12,442		
Clintmains Village	Install defibrillator signs within kiosk	Ordered	£160	£12,282		
<b>Remaining Balance for Neighbourhood Small Schemes</b>				<b>£21,703</b>		

Page 11



CHEVIOT AREA  
QUALITY OF LIFE SCHEMES

APPENDIX B

Location/Project	Work Description	Status <sup>1</sup>	Price	Available Budget	Comments
Brought Forward 2016/17				£14,099	
2016/17				£20,000	
<b>Total Budget available for Quality of Life Schemes</b>				<b>£34,099</b>	
<b>Kelso &amp; District</b>				<b>£18,121</b>	
The Square, Kelso	Kelpie Maquette's	Completed	£2,050	£16,071	Approved 2016/17
Behind The Lynn, Kelso	Removal of trees	Completed	£650	£15,421	Ammended rate
Kelso Men's Shed	Contribution towards planning application	Completed	£401	£15,020	
<b>Jedburgh &amp; District</b>				<b>£15,978</b>	
Richmond Row, Jedburgh	Carry out reinstatement to carriageway	Completed	£1,320	£14,658	
Castlewood Cemetery, Jedburgh	Re-erect 15 no. headstones	Completed	£4,050	£10,608	Approved 2016/17
Howden Crescent, Jedburgh	Contribution towards tree works	Agreed	£749	£9,859	
<b>Remaining Balance for Quality of Life Schemes</b>				<b>£24,879</b>	

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**SCOTTISH BORDERS COUNCIL  
CHEVIOT LOCALITY COMMITTEE  
INFORMAL MEETING**

NOTE of an Informal Meeting of the  
CHEVIOT LOCALITY COMMITTEE held in  
Committee Room 4, Council Headquarters  
on Wednesday, 18 October 2017 at 3.30  
p.m.

Present:- Councillors: S Mountford (Chairman), S. Hamilton, E. Robson. S. Scott, T. Weatherston.  
Apologies:- Councillor J. Brown.  
In Attendance:- Communities and Partnership Manager, Lead Officer for Localities, Democratic Services Officer (F Henderson).

**1.0 LOCALITIES BID FUND**

- 1.1 The Communities and Partnership Manager, Ms Smith, advised that the Informal Meeting had been organised to allow Members to agree arrangements for the Cheviot Localities Bid Fund. Ms Smith explained that the Fund had gone live on 15 October 2017 and gave a summary of the fund allocations for each Locality and the amount agreed by the Locality Committees for the first tranche. It was noted that the Cheviot locality had been allocated £85k. Ms Smith clarified that the maximum award was capped at £5k for a non-constituted group; the amount that could be allocated to constituted groups would be at the discretion of the Committee.
- 1.2 Ms Smith outlined the bid process and clarified that existing projects would not be eligible for funding, the Fund being for new and innovative projects. However, if an existing organisation applied for funding for a new project this would be considered. Any bids which did not meet the criteria and unsuccessful bids would be signposted to alternative sources of funding. The Borders Assessment Panel would assess the projects going forward to public vote.
- 1.3 With regard to marketing the Fund, Ms Smith advised that promotional leaflets and posters had been sent to all Community Councils and other appropriate sites and had been supplemented with a media release, Twitter and Facebook promotion. Members were asked to promote the project in their Wards and offer support to applicants. Members agreed that no additional marketing would be necessary as this would have to be financed from the Fund.
- 1.4 There was discussion with regard to the voting process, the potential for Voting Events and the potential problem with verifying on-line votes and postal votes.
- 1.5 The allocation of the Fund was then considered. It was agreed that £35k would be allocated for the first tranche, which would close on 1 December 2017, across all the Community Plan themes – Economy and Skills; Health and Wellbeing; Children and Young people; Vulnerable Adults and Families and Ageing Population. Any unallocated funding would roll onto the next tranche. The allocation of the remainder of the fund would be assessed following the first tranche, in order to gauge interest and likely community projects. In response to a question regarding clawing back allocated Funds, should a project not come to fruition, Ms Smith advised that although due diligence would be undertaken and appropriate monitoring and evaluation would take place, it would be unlikely that clawback would be successful on small amounts of funding. However, unsuccessful projects would not be permitted to access future funds from SBC, and SBC would be required to disclose these details if they approached other external funders. Working together and joint collaboration may be the best option for smaller groups.

**DECISION  
AGREED:-**

- (a) That £35,000 be the allocation from the first tranche of the Cheviot Localities Bid Fund;**
- (b) That the allocation be aligned to all themes of the Community Plan;**
- (c) That no additional marketing was required; and**

*The meeting concluded at 4.30 pm.*






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## AREA PARTNERSHIPS - PROPOSALS

### Report by Service Director Customer and Communities

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## SCOTTISH BORDERS COUNCIL

**2 November 2017**

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### 1 PURPOSE AND SUMMARY

- 1.1 **This report brings forward for Members' consideration proposals on the functions, framework and initial core membership, and future operation of Area Partnerships.**
- 1.2 At its meeting on 28 September 2017, the Council considered proposals to amend the current Locality Committees to become Area Partnerships as part of the review of the Council's Scheme of Administration. Members agreed to defer a decision on changes to the Locality Committees until there had been further political discussion. Subsequently the Members Sounding Board: Political Management Arrangements met on 3 occasions: 3 October, 18 October and 25 October 2017, to consider proposals for the new Area Partnerships.
- 1.3 To reflect the new statutory duties under the Community Empowerment (Scotland) Act 2015, it is proposed that the Locality Committees change their constitution, remit and focus to one of community engagement and involvement; at the same time it is proposed that they change their name to that of Area Partnerships to reflect this. With the greater emphasis on community empowerment, participative budgeting, and locality planning – not just for the Council, but for other public authorities/services - their main aim will be to form a community engagement platform to develop priorities and outcomes for the area. They will act as a community consultation body, not just for the Council but other service providers in the area, becoming a strong voice for their own area.
- 1.4 A number of options were considered in terms of core membership for the new Area Partnerships, with proposals being recommended to have the relevant SBC Ward members (voting) and 4 Community Council representatives (non-voting) as core members, with invitations to wider representatives – including the Community Planning partners and representatives from communities of interest - to attend and consider matters on a meeting by meeting basis. Each Area Partnership can increase its core membership up to a maximum of 20. It is also suggested that locality Community Council networks are set up in each of the 5 areas, but this would be for the Community Councils themselves to agree and manage.

- 1.5 It is important that any change to the focus of Area Partnerships should be reflected in their future operation. The basis and format of these meetings will need to change to move away from the report-driven/officer presentation style of current meetings. Meetings of Area Partnerships would be structured around the Locality Plan, with an open forum section, a themed section (from the Locality Plan), a progress update on the Locality Plan, and the final section on any decisions required by Councillors on Small Schemes, Quality of Life, or Pay Parking funding.
- 1.6 The membership framework and functions of Area Partnerships are detailed in the Appendix to this report. There are 2 functions from Locality Committees which will be considered in future by the Executive Committee, after consultation with local Members, and 2 functions which will be delegated to the Service Director Assets & Infrastructure in the Scheme of Delegation, and these are detailed in section 7 of this report. It is further proposed that Area Partnerships are reviewed after 18 months in operation.

## **2 RECOMMENDATIONS**

### **2.1 I recommend that the Council agrees:**

- (a) to amend the Scheme of Administration and replace Locality Committees with Area Partnerships, as detailed in the Appendix to this report, with effect from 1 January 2018; and**
- (b) to include within the Executive Committee functions in the Scheme of Administration "Approve all matters relating to street naming and numbering (where not already delegated to officers), after consultation with the relevant local Members";**  
**ing:**
- (c) to include within the Scottish Borders Council functions in the Scheme of Administration "Consider and make recommendations for Local Byelaws and Management Rules, after consultation with the relevant local Members";**
- (d) to include in the Scheme of Delegation the following authority to the Service Director Assets & Infrastructure:**
  - (i) Approve local traffic management schemes after consultation with local Members, or consultation with Area Partnerships for major changes;**
  - (ii) Approve the making of temporary, permanent or experimental orders for the regulation of traffic, including stopping-up orders, after consultation with local Members, or consultation with Area Partnerships for major changes; and**
- (e) to review Area Partnerships after 18 months in operation.**

### **3 BACKGROUND INFORMATION**

- 3.1 At its meeting on 28 September 2017, the Council considered proposals to amend the current Locality Committees to become Area Partnerships as part of the review of the Council's Scheme of Administration. Members agreed to defer a decision on changes to the Locality Committees until there had been further political discussion. Subsequently the Members Sounding Board: Political Management Arrangements met on 3 occasions: 3 October, 18 October and 25 October 2017, to consider proposals for the new Area Partnerships.
- 3.2 The Council has had a number of iterations of Locality Committees over the years, as Area Committee, Area Forums, and latterly Locality Committees. At various points from 2002, each Area Committee remit included planning and building control matters, civic government licensing, and Common Good Funds; matters that now rest with other Committees and Groups. In August 2010, following a review, the Council disbanded 3 of the Area Committees (Berwickshire, Eildon and Tweeddale) with a Members Working Group on 'Engaging with the Borders Community' set up in October 2010, reporting to Council in February 2012, with the recommendation that these Area Committees be re-introduced.
- 3.3 The report of the Christie Commission in June 2011 noted that key objectives of the Scottish Public Service reform programme "must be to ensure that public services are built around people and communities, their needs, aspirations, capacities and skills, and work to build up their autonomy and resilience." It is important therefore that the role, function and operation of local committees or partnerships should take account of:
- The need identified through the Household Survey or other means to increase public awareness of local services and priorities, and for wider public involvement in decision making.
  - The need for regular community engagement in all localities.
  - Local opinions on priorities for their own area.
- 3.4 The Community Empowerment (Scotland) Act 2015 names 5 lead statutory partners (Scottish Borders Council, NHS Borders, Police Scotland, Scottish Fire and Rescue Service, and Scottish Enterprise), along with the named partners in Schedule 1 of the Act (Scottish Borders Joint Integration Board, Borders College, Scottish Environment Protection Agency, Scottish Natural Heritage, Scottish Sports Council, Skills Development Scotland, SESTRANS, and Visit Scotland) for community planning. These partners have a duty to carry out planning for the area of the local authority as a Community Planning Partnership, working together for the "improvement in the achievement of outcomes resulting from, or contributed to by, the provision of services delivered by or on behalf of the local authority or the persons (organisations) listed in Schedule 1". These 'local' outcomes must be consistent with the national outcomes, which are determined by Scottish Ministers having regard to the reduction of inequalities of outcome which result from socio-economic disadvantage.
- 3.5 The business currently conducted at Locality Committees has remained virtually unchanged for a number of years. Agendas have standing items

such as reports from Police and Fire Services, Community Council spotlight, and Open Questions from the public. However, these have concentrated on retrospective information provision and local community events. There has been little strategic discussion and the focus has been on the Council and its service provision.

## 4 FUNCTIONS

4.1 To reflect the new statutory duties under the Community Empowerment (Scotland) Act 2015, it is proposed that the Locality Committees change their constitution, remit and focus to one of community engagement and involvement; at the same time it is proposed that they change their name to that of Area Partnerships to reflect this. With the greater emphasis on community empowerment, participative budgeting, and locality planning – not just for the Council, but for other public authorities/services - their main aim will be to form a community engagement platform to develop priorities and outcomes for the area. They will act as a community consultation body, not just for the Council but other service providers in the area, becoming a strong voice for their own area. They will thus have the following functions:

1. Champion/lead the preparation and publication of a Locality Plan for the area, while taking account of the Scottish Borders Community Plan.
2. Inform the Locality Plan by involving local communities in establishing:
  - (a) a shared understanding of need in the area;
  - (b) the outcomes and priorities for the area;
  - (c) the proposed outcomes to be achieved.
3. Approve the Locality Plan and recommend final approval by the Community Planning Strategic Board.
4. Review and monitor the progress of the Locality Plan, including approval of an annual progress report for publication, and receive progress and performance reports on local services, making recommendations to the relevant body/committee, as appropriate..
5. Where there is a local dimension to a Borders-wide plan, or a specific locality plan, act as a community consultation body.
6. Consider applications for financial assistance from the Council, through:
  - (a) Small Schemes;
  - (b) Quality of Life Funding; and
  - (c) Pay Parking Income (where available).

*Note: Only SBC Councillors have decision-making powers for the above funds.*
7. Promote and support the Localities Bid Fund, and encourage communities to get involved and participate.

- 4.2 The Locality Plan thus becomes the major focus for the community. The production and publication of this Locality Plan is a statutory requirement for the five lead statutory partners in the Community Planning Partnership – Scottish Borders Council, NHS Borders, Scottish Enterprise, Police Scotland, and the Scottish Fire and Rescue Service. All of the Community Planning partners are the main providers of public and other services throughout the Scottish Borders. It is envisaged that any of these partners will also be encouraged to bring their own specific locality plans to the Area Partnership to allow engagement with, and input from, local communities, and in the longer term, these separate plans should become part of the Community Planning Locality Plan, thus having a joined up plan for the local area.
- 4.3 At the moment, Locality Committees agree funding of projects through the Small Schemes Fund, Quality of Life Fund, and from Pay Parking income (where available). This will continue, but while there may be discussion with other partners, the final decision on this funding will be made only by SBC Councillors. The Localities Bid Fund, a pilot for participatory budgeting, has a different process, whereby proposed project bids will be subject to a public vote for the award of funding.

## **5 MEMBERSHIP FRAMEWORK– INTERIM AND LONGER TERM**

- 5.1 While it is possible to appoint members, other than Councillors, to a local authority committee, there are some restrictions. Section 57(3) of the Local Government (Scotland) Act 1973, as amended, states that: “a committee, other than a committee for regulating or controlling the finance of their local authority or of their area....may include persons who are not members of the appointing authority”. Section 14(1) of the Local Government and Housing Act 1989, as amended, states that: “members of a local authority committee who are not local authority members shall be appointed as non-voting members”. It is anticipated that, as the focus of the Area Partnerships changes to that of a community engagement platform, agreement by consensus will be the way forward. There may be times when agreement is not required as a variety of community views are being sought. However, should consensus not be achieved (and one is required), then the final decision will need to rest with SBC Members to ensure compliance with legislation.
- 5.2 At its meetings held on 3, 18 and 25 October 2017, the Members Sounding Board considered future membership and attendance at Area Partnerships, including representatives from Community Councils, Community Planning partners, local bodies and organisations, and also those from communities of interest.
- 5.3 In terms of Community Council representation, there are currently 69 Community Councils across the Scottish Borders: Berwickshire – 21, Cheviot – 16, Eildon – 12, Teviot & Liddesdale – 8, and Tweeddale – 12. At the moment, each Community Council has a non-voting representative on their Locality Committee, although not all attend. There is a wide variation in the size of Community Councils, with constituencies varying from a few hundred electors to several thousand, and also between urban and rural locations. The original proposal presented to Council on 28 September 2017 was to have Community Council representation on Area Partnerships at a ratio of 1:6 (i.e. Berwickshire - 4, Cheviot – 3, Eildon – 2, Teviot &

Liddesdale – 2, and Tweeddale 2). However, while this could be helpful in Berwickshire, members did not feel this gave enough representation between urban and rural areas. A further proposal was discussed, whereby a maximum of 4 Community Council representatives would be appointed to each Area Partnership. It would be up to the Community Councils in each Locality to decide who would represent them. A further suggestion related to the Scottish Borders Community Council Network, and whether it would be more practical to have a separate Community Council network in each Locality area, given the difficulties of travel distance, number of meetings, etc. The Chairs of these local Community Council Locality networks could form the Scottish Borders Community Council Network, should there be a wish for that to continue. Discussion at local network as well as Borders-wide level could also take place electronically to ensure information and viewpoints were being circulated widely. However, it would be for Community Councils to take this forward and manage these local networks.

- 5.4 As the focus for Area Partnerships changes to that of Community Planning and the Locality Plan, consideration was given to appointing some of the lead statutory partners as members e.g. NHS Borders, Police Scotland and Scottish Fire & Rescue Service. Other Community Planning partners, along with local bodies or organisations, could be invited to send representatives to meetings where there was a specific interest. Representatives from 'communities of interest' were also discussed. These could match to some of the Council's Champions i.e. Armed Forces & Veterans, Children & Young People, Equalities, Learning Disabilities, Older People, and the Voluntary Sector, and would allow a local network of representatives to develop which could also assist the Council's Champions in their work.
- 5.5 However, this membership proposal could potentially cause difficulties in terms of total numbers for Area Partnerships. An example for Berwickshire could be:
- 6 SBC Councillors;
  - up to 21 Community Council representatives;
  - 4 statutory Community Planning partners;
  - up to 9 further Community Planning partners;
  - up to 6 representatives from communities of interest;
  - up to 6 representatives from other local groups/bodies.

This could mean a variation in number of members of the Area Partnership of between 6 and 52. The practicalities of having a large number of members of a committee need to be taken into account. By restricting the number of core members of the Area Partnership, representatives of other interested parties can be invited on a meeting by meeting basis initially. It is proposed that a cap of 20 is put on core membership. The meetings could be themed to match the outcomes of the Community Plan and Locality Plans, and representatives could be invited to reflect these particular themes.

- 5.6 A number of options were considered in terms of core membership in taking this forward, with all options including invitations to wider representatives to attend and consider matters on a meeting by meeting basis. The main point is to ensure the various communities feel involved and able to engage in any discussions. This can be achieved, not necessarily through

membership of the Area Partnerships, but through inclusion in their business. There could also be an incremental change to membership, once the Area Partnerships have been in operation for a time. It will then be for each Area Partnership to decide which core members to have, taking into consideration the service providers/customers within their own particular area, and the priorities within their individual Locality Plan, up to the maximum core membership of 20. In this regard, there will be an expectation that invitations to meetings would be issued to those not specifically core members of the Area Partnership but who are likely to have an interest in the business at any given meeting.

## **6 OPERATION OF AREA PARTNERSHIPS**

- 6.1 It is important that any change to the focus of Area Partnerships should be reflected in their future operation. The basis and format of these meetings will need to change to move away from the report-driven/officer presentation style of current meetings. The Scottish Borders Community Plan has a number of themes – Our Economy & Skills; Our Health & Wellbeing; Our Children & Young People; Our Vulnerable Adults & Families; and Our Ageing Population – which are likely to be mirrored by the Locality Plans, as well as any locally agreed themes/priorities. These Locality Plans must describe the local priorities, what improvements are planned, when these improvements will be made, and must meet the needs and ambitions of local people so voices of local people are especially important. Participation with communities lies at the heart of community planning, and Community Partnerships must support community bodies to participate in all parts of the process; in the development, design and delivery of the Locality Plan; in reviewing and reporting on progress; and increasing community capacity where appropriate. In developing Locality Plans, the Area Partnerships must take account of existing Council or Community Planning partner policies, legislative requirements and decisions concerning service provision. The Area Partnerships will not have the power to direct or change or reinstate Council or partner services. However, the Area Partnerships and communities will be able to input into service planning through consultations and where communities wished to undertake services through the Localities Bid Fund, this could be considered, bearing in mind that some services are statutory and could not be delivered by communities themselves.
- 6.2 In future, once the Locality Plans have been developed and agreed, it is proposed that meetings of Area Partnerships will be based on each of the themes within the Locality Plan. Again, to move away from the more traditional committee meeting style, it is proposed that formal committee reports will not be considered by Area Partnerships, but briefing information will be sent out with the agenda with questions or areas for open debate at the meeting. If papers for meetings are issued 2 weeks prior to each meeting, then members of the public and others could be invited to submit comments in advance which could be circulated and taken into account in any debate at the meeting. A programme of business will be set up for each Area Partnership which will likely meet about 5 times per year, given the nature of the strategic business being considered (potentially Aug/Sep; Nov/Dec; Jan/Feb; March and June). Having more meetings than this may not be feasible as there would need to be enough time between meetings

for actions to be carried out and progress made. In a similar way, it would not be possible to include any "old style" meetings in the programme.

- 6.3 Greater officer support will be required to enable these changes to take place and for the Area Partnerships to be successful. There will be a requirement for officer time - working with Chairs - on agenda development; different styles of briefing information to go out with agendas; officers presenting information in a different way and facilitating debate and discussion; publicity/ marketing of the meetings; training on chairing this type of meeting. A locality lead officer could be put in place on a temporary secondment basis for each locality to enable the new structure to be set up and running. It is further proposed that the Area Partnerships are reviewed after 18 months of operation.

## **7 CHANGES TO THE SCHEMES OF ADMINISTRATION AND DELEGATION**

7.1 With the focus of Area Partnerships moving to community planning, there are a number of existing functions of Locality Committees which will need to be either deleted or moved. These functions are:

- (a) *Determine local holiday dates* – this function is to be deleted as the Council has no locus to approved these dates.
- (b) *Consider and make recommendations for Local Byelaws and Management Rules* – in future this will be decided by the Council after consultation with the relevant local Members.
- (c) *Approve all matters relating to street naming and numbering, where not delegated to officers* – in future this will be decided by the Executive Committee after consultation with the relevant local Members.
- (d) *Approve local traffic management schemes* – in future authority will be delegated to the Service Director Assets and Infrastructure, after consultation with local Members, or consultation with Area Partnerships for major changes.
- (e) *Approve the making of temporary, permanent or experimental orders for the regulation of traffic, including stopping-up orders* – in future authority will be delegated to the Service Director Assets and Infrastructure, after consultation with local Members, or consultation with Area Partnerships for major changes.

## **8 IMPLICATIONS**

### **8.1 Financial**

There is currently no budget for the operation of Locality Committees. Any marketing and advertising costs would need to be factored in to the budget, along with the costs associated with any seconded officer posts to support Locality Committee chairs.

### **8.2 Risk and Mitigations**

There is a risk the Council and the wider Community Planning partners will be perceived as being remote from the people it serves unless opportunities



to engage with, involve, and consult local communities on any future service planning. This could be mitigated by addressing the membership of Locality Committees; inviting a variety of representatives to meetings to participate in debate and put forward views from the community; and changing the style of meetings in general so they are less report-driven.

**8.3 Equalities**

It is anticipated that opening up Locality Committee meetings to wider community representation should have no adverse impact due to race, disability, gender, age, sexual orientation or religion/belief.

**8.4 Acting Sustainably**

There are no economic, social or environmental effects of the changes proposed to Locality Committees.

**8.5 Carbon Management**

Changes to Locality Committees should have no effect on the Council’s carbon emissions.

**8.6 Rural Proofing**

There should be a positive effect on the rural population of the Borders in terms of providing an opportunity for rural community representatives to either be members of Locality Committees, or be invited to attend and participate in meetings.

**8.7 Changes to Scheme of Administration and Scheme of Delegation**

The changes from Locality Committees to Area Partnerships in the Scheme of Administration are detailed in the Appendix to this report; and the changes to the Scheme of Delegation are detailed in Section 7 of the report.

**9 CONSULTATION**

9.1 The Members Sounding Board: Political Management Arrangements has been consulted, along with the Chairs of Locality Committees, on the options for changes to Locality Committees.

9.2 *The Chief Financial Officer, the Monitoring Officer, the Chief Legal Officer, the Chief Officer Audit and Risk, and the Service Director HR will be consulted on any draft report to Council and any comments received will be incorporated into the final report.*

**Approved by**

**Jenni Craig**

**Service Director Customer and Communities**

**Signature .....**

**Author(s)**

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**Background Papers:** Nil

**Previous Minute Reference:** Scottish Borders Council, 28 September 2017

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

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## AREA PARTNERSHIPS

### Constitution

1. Each Area Partnership will comprise –

**(a) Core Members:**

- (i) The elected Scottish Borders Councillors representing –
  - **Berwickshire Area Partnership:** the six Elected Members for the Wards of East Berwickshire and Mid-Berwickshire;
  - **Cheviot Area Partnership:** the six Elected Members for the Wards of Kelso & District and Jedburgh and District;
  - **Eildon Area Partnership:** the ten Elected Members for the Wards of Galashiels & District, Leaderdale & Melrose, and Selkirkshire;
  - **Teviot & Liddesdale Area Partnership:** the six Elected Members for the Wards of Hawick & Denholm and Hawick & Hermitage;
  - **Tweeddale Area Partnership:** the six Elected Members for the Wards of Tweeddale East and Tweeddale West;
- (ii) One representative from each of four different Community Councils in the Area Partnership area as non-voting members;
- (iii) Any other non-voting member appointed by the Area Partnership up to a total core membership maximum of 20.

**(b) Additional Invited members:**

Invitations to attend and participate as non-voting members in meetings where there are relevant agenda items:

- (i) appropriate representative(s) from the Community Planning partners (NHS Borders, Scottish Police, Scottish Fire & Rescue Service, Scottish Enterprise, Live Borders, RSLs, Borders College, Health & Social Care Integration Board, SEPA, SNH, Skills Development Scotland, SESTRAN, Third Sector, Visit Scotland);
- (ii) a representative from any other Community Group or Local body, as appropriate; and
- (iii) a representative from any other community of interest group, as appropriate.

### Chairman/Vice Chairman

The Chairman and Vice Chairman of each Area Partnership shall be a Member of Scottish Borders Council.

### Quorum

Three of the Scottish Borders Council Members of each Locality Committee, including at least one representative from each Ward, shall constitute a quorum, except for the Eildon Area Partnership where five shall constitute a Quorum.

### Functions Referred

The following functions of the Council shall stand referred to each Area Partnership, in compliance with any statute and regulations governing those public, private and voluntary sector organisations involved:-

1. Champion/lead the preparation and publication of a Locality Plan for the area, while taking account of the Scottish Borders Community Plan.
2. Inform the Locality Plan, by involving local communities in establishing:
  - (a) a shared understanding of need in the area;
  - (b) the outcomes and priorities for the area;
  - (c) the proposed improvement(s) to be achieved.
3. Approve the Locality Plan and recommend final approval by the Community Planning Strategic Board.
- \*4. Review and monitor the progress of the Locality Plan, including approval of an annual progress report for publication, and receive progress and performance reports on local services, making recommendations to the relevant body/committee, as appropriate.
- \*5. Where there is a local dimension to a Borders-wide plan, or a specific locality plan, act as a community consultation body.
6. Consider applications for financial assistance from the Council, through:
  - (a) Small Schemes;
  - (b) Quality of Life Funding; and
  - (c) Pay Parking Income (where available).

*Note: Only SBC Councillors have decision-making powers for the above funds.*
7. Promote and support the Localities Bid Fund, and encourage communities to get involved and participate.

### **Functions Delegated**

All functions above NOT marked \*. Those functions marked \* are referred to the Committee for consideration and recommendation only and must receive approval of the relevant other Council committee.

### **General**

In addition to the functions referred and delegated to the Area Partnerships, the Council or other Organisations may from time to time seek the views of Area Partnerships on specific matters or applications out-with their normal remit.