Public Document Pack

SCOTTISH BORDERS COUNCIL
THURSDAY, 31ST JANUARY, 2019

A MEETING of the SCOTTISH BORDERS COUNCIL will be held in the COUNCIL CHAMBER, COUNCIL HEADQUARTERS, NEWTOWN ST. BOSWELLS on THURSDAY, 31ST JANUARY, 2019 at 10.00 AM

J. J. WILKINSON,
Clerk to the Council,
24 January 2019

BUSINESS		
1.	**Convener's Remarks.**	
2.	**Apologies for Absence.**	
3.	**Order of Business.**	
4.	**Declarations of Interest.**	
5.	**Minute** (Pages 5 - 16) Consider Minute of Scottish Borders Council held on 20 December 2018 for approval and signing by the Convener. (Copy attached.)	2 mins
6.	**Committee Minutes** Consider Minutes of the following Committees:- (a) Eildon Area Partnership — 22 November 2018 (b) Jedburgh Common Good Fund — 5 December 2018 (c) Kelso Common Good Fund — 5 December 2018 (d) Cheviot Area Partnership — 5 December 2018 (e) Galashiels Common Good Fund — 6 December 2018 (f) Berwickshire Area Partnership — 6 December 2018 (g) Planning and Building Standards — 10 December 2018 (h) Hawick Common Good Fund — 11 December 2018 (i) Selkirk Common Good Fund — 12 December 2018 (j) Civic Government Licensing — 14 December 2018 (k) Local Review Body — 17 December 2018 (l) Coldstream Common Good Fund — 20 December 2018 (m) Planning and Building Standards — 7 January 2019 (Please see separate Supplement containing the public Committee Minutes.)	5 mins
7.	**Flood Risk Management (Scotland) Act 2009 - Section 37 Interim Report** (Pages 17 - 104)	15 mins

	Consider report by Service Director Assets and Infrastructure. (Copy attached.)	
8.	**City Region Deal - Full Business Case for Central Borders Innovation Park Programme** (Pages 105 - 176) Consider report by Executive Director. (Copy attached.)	15 mins
9.	**Reducing Health Harms of Food High in Fat, Sugar or Salt Consultation Paper** (Pages 177 - 234) Consider report by Joint Director of Public Health. (Copy attached.)	10 mins
10.	**Common Good and Community Empowerment (Scotland) Act 2015** (Pages 235 - 240) Consider report by Service Director Regulatory Services. (Copy attached.)	10 mins
11.	**Draft Calendar of Meetings 2019/2020** (Pages 241 - 252) Consider draft Calendar of Meetings for the period August 2019 to July 2020. (Copy attached.)	5 mins
12.	**Motion by Councillor Haslam** Consider Motion by Councillor Haslam in the following terms:- "The council acknowledges the importance of discouraging people from dropping litter; supports increasing the fixed penalty notice for littering from £80 to £100; agrees that a letter from the local authority will be sent to the Scottish Government making clear Scottish Borders Council support for increasing the default on-the-spot litter fine from £80 to £100 and to request that Ministers implement this change as quickly as possible."	5 mins
13.	**Motion by Councillor Small** Consider Motion by Councillor Small in the following terms:- "To ask the Leader to write to the Leader of Midlothian Council requesting that they take action to improve road safety at Leadburn Junction and offering support of officers at Scottish Borders Council to work with them in developing an improvement plan for the junction."	5 mins
14.	**Motion by Councillor Bell** Consider Motion by Councillor Bell in the following terms:- "As the UK Parliament has been unable to agree upon terms for withdrawal from the EU and as the facts about, and implications of, withdrawal are now clear. Scottish Borders Council considers that the case for withdrawal should be directly decided by the British people on the basis of the actual facts. Council resolves to communicate this opinion to the UK Government and to all local MPs and MSPs."	5 mins
15.	**Motion by Councillor Marshall** Consider Motion by Councillor Marshall in the following terms:- "That this Council recognise the fantastic efforts of Hawick's Julie Forrest in recently winning the Ladies World Indoor Singles Bowling Championship. A fantastic achievement for both Hawick and Indoor Bowling and a great	5 mins

	reason why this authority continue to provide full support for those who make Indoor Bowling such a competitive sport in our region "	
16.	**Open Questions**	15 mins
17.	**Any Other Items Previously Circulated**	
18.	**Any Other Items Which the Convener Decides Are Urgent**	
19.	**Private Business** Before proceeding with the private business, the following motion should be approved:- "That under Section 50A(4) of the Local Government (Scotland) Act 1973 the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the relevant paragraphs of Part 1 of Schedule 7A to the aforementioned Act."	
20.	**Minute** (Pages 253 - 254) Consider private Section of Minute of Scottish Borders Council held on 20 December 2018. (Copy attached.)	1 mins
21.	**Committee Minutes** Consider private Sections of the Minutes of the following Committees:- (a) Galashiels Common Good Fund 6 December 2018 (b) Planning and Building Standards 10 December 2018 (c) Hawick Common Good Fund 11 December 2018 (d) Selkirk Common Good Fund 12 December 2018 (e) Civic Government Licensing 14 December 2018 (Please see separate Supplement containing private Committee Minutes.)	

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.**

Please direct any enquiries to Louise McGeoch Tel 01835 825005
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SCOTTISH BORDERS COUNCIL

MINUTE of MEETING of the SCOTTISH BORDERS COUNCIL held in Council Headquarters, Newtown St. Boswells on 20 December 2018 at 10.00 a.m.

Present:- Councillors D. Parker (Convener), S. Aitchison, A. Anderson, J. Brown, S. Bell, K. Chapman, G. Edgar, J. A. Fullarton, J. Greenwell, C. Hamilton, S. Hamilton, S. Haslam, H. Laing, T. Miers, D. Moffat, S. Mountford, D. Paterson, C. Penman, C. Ramage, N. Richards, E. Robson, M. Rowley, H. Scott, S. Scott, E. Small, R. Tatler, E. Thornton-Nicol, G. Turnbull, T. Weatherston

Apologies:- Councillors H. Anderson, K. Drum, E. Jardine, S. Marshall, W. McAteer.

In Attendance:- Chief Executive, Executive Director (P. Barr), Executive Director (R. Dickson), Service Director Assets and Infrastructure, Interim Service Director Children and Young People/Chief Social Work and Public Protection Officer, Service Director Customer and Communities, Service Director Regulatory Services, Joint Director of Public Health, Chief Financial Officer, Chief Legal Officer, Clerk to the Council.

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1. **CONVENER'S REMARKS**

1.1 The Convener represented the Inspire Award to Lisa Allan, CEDAR Co-ordinator (Children Experiencing Domestic Abuse Recovery) which she had received for her work with a group of 8 young people over the past 18 months.

1.2 The Convener advised that the Tweedbank Masterplan had been highly commended by AJ Architecture Awards. The Architects' Masterplan (Proctor and Matthews) for the Tweedbank Village Extension had received the following comment "this is an outstanding and thoroughly worked-through scheme which does something beautiful for a beautiful site".

1.3 The Convener thanked Councillor Thornton-Nicol for ensuring that all Councillors were now trained as "dementia friends".

DECISION
AGREED that congratulations be passed to those concerned.

2. **MINUTE**

The Minute of the Meeting held on 29 November 2018 was considered.

DECISION
AGREED that the Minute be approved and signed by the Convener.

3. **COMMITTEE MINUTES**

The Minutes of the following Committees had been circulated:-

Major Contracts Governance Group	6 November 2018
Police, Fire & Rescue and Safer Communities Board	9 November 2018
William Hill Trust	14 November 2018
Lauder Common Good Fund	14 November 2018
Civic Government Licensing	16 November 2018
Local Review Body	19 November 2018
Executive	20 November 2018
Galashiels Common Good Fund	20 November 2018
Community Planning Strategic Board	22 November 2018
Peebles Common Good Fund	28 November 2018
Chambers Institution Trust	28 November 2018

DECISION
APPROVED the Minutes listed above.

4. **BUDGET UPDATE ON THE LOCAL GOVERNMENT FINANCE SETTLEMENT**

There had been circulated copies of a report by the Chief Financial Officer providing an initial assessment of the planning assumptions that should now be followed in constructing the revenue plans for 2019/20 and in subsequent financial years following the publication of the Local Government Finance Settlement for 2019/20 on 17 December 2018. Now the draft Settlement had been received, the report updated the financial challenge facing the Council and set out a recommended approach to be followed to balance the budget. Reductions in the level of government grant being provided to the Council totaled 2.3% next year. This would see the resources available to the Council reduced by £4.604m when compared to resources available in 2018/19. The comparable figure for Local Government in Scotland was a cash reduction of 2.4%. Officers in planning for the settlement had been assuming a reduction in government grant of 1% in 2019/20 which was in line with average assumptions across Scotland. The actual cash reduction of 2.3% was significantly higher than estimated and presented greater challenges to the organisation. The settlement also contained a number of new statutory burdens which authorities were expected to deliver in 2019/20. This included a requirement to increase the funding available to the Integration Joint Board (IJB) by £2.496m when compared to the 2018/19 recurrent delegated budgets. Coupled with the reduction in Government grant, the Council would have to fund significant cost pressures next year that would require increases in the Council Tax, increases in fees & charges and a significant programme of cost reductions in order to balance the budget and protect core services. The settlement permitted the Council to increase the council tax by up to 3% to fund local services and offset the impact of grant reductions. The Settlement noted that £120m had been made available nationally and would be transferred from the health budget to local government in year for further investment in integration, including delivery of the living wage and uprating of free personal care. This funding was in addition to the £7.347m of delegated budget from the Integration Joint Board (IJB) in 2018/19. This funding was baselined and would continue. 2019/20 would be the second year of the 5 year financial plan which commenced in 2018/19. This longer term corporate approach to the budget would, by the end of 2018/19 have delivered over £60m of cost reduction savings thereby ensuring the Council had balanced its budget and delivered a small underspend in each year since the 5 year planning approach was first adopted in 2013/14. A corporate approach was again being taken to the development of the budget in 2019/20 focussed on transforming Council services, investment in new technology to reduce costs, greater operational efficiency, new ways of working and the prioritisation of core Council services. Members discussed the settlement and in response to a question the Chief Financial Officer advised that inflation was currently 2.3% which increased the budget challenge.

DECISION
NOTED the outcome of the local government settlement and the planning assumptions being made for the revenue budget for 2019/20.

5. **COUNCIL TAX 2019/2020**

There had been circulated copies of a report by the Chief Financial Officer providing information on the estimated impact of a 3% proposed increase in Council Tax in 2019/20. The report explained that Council Tax funded around 20% of local government net revenue expenditure in the Scottish Borders, the remainder coming from Government in the form of direct revenue support grant. The Council Tax in the Scottish Borders was the sixth lowest in mainland Scotland and 9th lowest overall once the island Councils were included. Council Tax was a tax on domestic property which were banded based on their valuation at the 1991 levels and any new properties were also assessed on estimated values from 1991 and allocated to one of the 8 property bandings (A-H). The property bandings and the numbers of properties in each band for the Scottish Borders were listed in the report. An increase of

3% would generate an additional £1.8m of income. Members agreed that they would have preferred to only increase the rate by 1.5% but had no choice to accept a 3% increase.

DECISION
AGREED to increase all Council tax bands A - H by 3% from 1 April 2019.

6. **FEES AND CHARGES 2019/2020**

There had been circulated copies of a report by the Chief Financial Officer providing a schedule of proposed 2019/20 fees and charges as detailed in Appendix 1 to the report. The report explained that for 2019/20 the fees and charges were based on the approved 2018/19 charges plus an inflationary increase of at least 3% unless there was a business reason not to do so, such as charges being set nationally or if the increase would have a negative effect on usage. The increase in fees and charges was expected to generate an additional income of £150k. Members noted that the increase was in-line with inflation.

DECISION
AGREED to approve the fees and charges schedule with effect from 1 April 2019, as detailed in Appendix 1 to the report.

DECLARATION OF INTEREST

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

7. **BYELAWS TO PROHIBIT THE CONSUMPTION OF ALCOHOL IN DESIGNATED PUBLIC PLACES**

With reference to paragraph 4 of the Minute of 29 November 2018, there had been circulated copies of a report by the Service Director Regulatory Services providing an update on the current position regarding the Alcohol Byelaws and the next steps required should Council wish to progress the byelaws. The report explained that following engagement with the then five Area Forums, the Community Councils and the public over a seven month period in 2013/2014 a report on "Byelaws to Prohibit the Consumption of Alcohol in Designated in Public Places" was considered by Council in March 2014. The Service Director Regulatory Services was instructed to take matters forward under the statutory process. In terms of the statutory process, Letters of Content were required from the Police and the Procurator Fiscal. Draft Byelaws were forwarded to the relevant parties for their comment which took some time to be received. On receipt of the comments further revisals were required to the draft Byelaws. At this stage the Council's Licensing Officers' views on the comments received were also requested. Due to the comments received from all parties the draft Byelaws were further revised and fresh Letters of Content requested from the Police and Procurator Fiscal. The Council's decision of 2014 now required Officers to submit the draft Byelaws to the Scottish Government for comment, along with the Letters of Content from the Police and Procurator Fiscal. Thereafter a formal public consultation exercise would be carried out in terms of the Local Government (Scotland) Act 1973. Fuller details of the process are outlined in Section 4 of this Report. It had been over four and a half years since Council last considered this matter and it had therefore taken an exceptionally long period of time for this juncture to have been reached. For this reason, Members were being asked to consider whether or not they wished Officers to proceed as originally agreed. Members discussed the position and were divided on both whether such byelaws should be introduced and if there should be further consultation.

VOTES

Councillor Greenwell, seconded by Councillor Edgar, moved that recommendation (b)(i) continue to progress the draft byelaws as originally agreed.

Councillor S. Hamilton, seconded by Councillor Brown, moved as an amendment recommendation (b)(ii) cease the current process and not submit to Scottish Government.

Councillor Laing, seconded by Councillor Turnbull, moved as an amendment recommendation (b)(iii) start a new consultation process to consider the need for Bye-laws in the Scottish Borders.

The Clerk to the Council explained that as the Amendment by Councillor S. Hamilton proposed no further action and as such in terms of Standing Orders involved the direct negative a vote for and against that would be taken first. If this amendment was defeated then there would be a second vote placing the Motion and remaining amendment against each other to determine the way forward

Amendment by Councillor S. Hamilton -	*For*	*7*
	Against	*21*

The Motion to take no further action was defeated so a second vote was taken as detailed below

Motion by Councillor Greenwell	-	*4 votes*
Amendment by Councillor Laing	-	*24 votes*

Councillor Laing's Amendment was accordingly carried.

DECISION
DECIDED to:-

(a) note the Report and the process required to remit the draft Byelaws to the Scottish Government;

(b) start a new consultation process to consider the need for Bye-laws in the Scottish Borders; and

(c) require the Service Director Regulatory Services to conclude the consultation within 12 months and report back to Council on the findings of the consultation.

8. **TWEEDBANK DEVELOPMENT UPDATE**

With reference to paragraph 8 of the minute of 28 June 2018, there had been circulated copies of a joint report by the Executive Director and Service Director Assets and Infrastructure providing an update on the development of all projects being undertaken at Tweedbank together with an update on the concluded acquisition of Lowood Estate. The report explained that this was the first opportunity to provide a single update on all of the Tweedbank projects in the public domain, a number of the previous reports having been considered in private given the commercial nature of the issues being addressed. The report detailed the current position in respect of the four Council owned sites in Tweedbank, the acquisition of Lowood Estate, the development of the Tweedbank Masterplan, the City Deal and economic development associated with the Borders Railway Blueprint. The Executive Director provided further information and advised that the Scottish Government had now confirmed funding for site 1. Economic data would continue to be updated and Supplementary Guidance on the development of the Lowood Estate would be developed. The Convener reminded Members that they should not raise any matter previously included in a private report and in response to a question on the content of a statement by Councillor Bell the Chief Legal Officer advised that she had been consulted in advance of the meeting and considered that it contained no confidential matters. Members discussed the various projects, and views both for and against the acquisition of the Lowood site were expressed. With regard to the City Deal it was anticipated that the full business case would be available for Council consideration at the meeting on 31 January 2019 with any necessary amendments being brought to the 28 February meeting.

DECISION
(a) NOTED:-

(i) the content of the report and the progress of development in respect of the projects at Tweedbank;

(ii) the details of the acquisition of Lowood Estate; and

(iii) the continued development of the City Deal proposals

(b) AGREED the proposed timing of report(s) to Council in respect of considering the Full City Deal Business Case.

MEMBER
Councillor Aitchison left the meeting.

9. **SOUTH OF SCOTLAND ENTERPRISE BILL – PARLIAMENTARY CONSULTATION RESPONSE**

There had been circulated copies of a report by the Executive Director seeking approval of the Council's response to the Scottish Parliament's call for views on the recently introduced South of Scotland Enterprise Bill. The report explained that the South of Scotland Enterprise Bill was introduced in the Scottish Parliament on 24 October 2018 with the aim of ensuring that the new Agency was operational by 1 April 2020, subject to Parliamentary approval. The consultation on the Bill would close on 7 January 2019. Given the importance of the call for views to the Scottish Borders, it was vital that Scottish Borders Council submitted a considered and comprehensive response before that deadline. As part of Stage 1 of the Bill process the Council had been called to give evidence and Councillor Rowley, Executive Member for Business and Economic Development, would give evidence on behalf of the Council at a Parliamentary Committee meeting on 14 January 2019. It was recommended that Appendix 2 to the report was submitted to the Scottish Parliament as the formal response from Scottish Borders Council, subject to final agreement after discussions with South of Scotland Alliance partners. Councillor Robson advised that he felt there was an omission from the Bill regarding consultation with local authorities which was included at Part 1, Section 5 – 1(b) in the Enterprise and New Towns (Scotland) Bill 1990 setting up Highlands and Islands Enterprise. It was agreed that this be added to the Council's response.

DECISION
AGREED:-

(a) to note the significant progress being made in moving towards the establishment of the South of Scotland Enterprise Agency;

(b) that the draft response set out in Appendix 2 to the report subject to the amendment detailed in the narrative above be submitted to the Scottish Parliament as the Council's formal response to the call for views on the South of Scotland Enterprise Bill;

(c) to delegate responsibility for finalising the call for views submission to the Chief Executive, in consultation with the Leader, the Executive Member for Business and Economic Development and the Leader of the Opposition, and subject to further detailed discussions with South of Scotland Alliance partners; and

(d) to delegate responsibility for agreeing the response to the Finance and Constitution Committee's call for views to the Chief Executive, in consultation with the Leader, the Executive Member for Business and Economic Development and the Leader of the Opposition, and subject to further detailed discussions with South of Scotland Alliance partners.

10. **SCOTTISH BORDERS CHILD PROTECTION COMMITTEE ANNUAL REPORT 2017-2018**
There had been circulated copies of a report by the Chief Social Work and Public Protection Officer detailing the activities of the Child Protection Committee during the period 1st August 2017 – 31st July 2018 aimed at protecting children and young people in the Scottish Borders from abuse and neglect. The Annual Report covered the main activities of the multi-agency Child Protection Committee (CPC) and its Sub Committees. The report highlighted the continuing work being undertaken in the Scottish Borders to meet the Council's statutory duties to protect children and young people at risk of harm. This included information on the work of the Child Protection Committee, the statistical information collated and the significant training and development that had been provided in this area. Mr Michael Batty, Independent Chair of the Committee, was also present at the meeting. He explained that full membership of the Committee had been included for the first time and highlighted where referrals to the Committee were received. He advised that new national guidance was expected in January 2019 and this might impact the production of future reports. Members thanked Mr. Batty and the Committee for the work they were doing to keep children safe. The Convener commented on the sad death of Ann Blackie earlier in the year and her significant contribution to the work of the Committee which would be sorely missed.

DECISION
NOTED the content of the Child Protection Committee Annual Report.

11. **COMMITTEE MEMBERSHIP**
It was noted that a Member of the Executive Committee required to be appointed to the Community Planning Strategic Board. Councillor Haslam, seconded by Councillor Greenwell, moved that Councillor Turnbull be appointed and this was approved.

DECISION
AGREED that Councillor Turnbull be appointed to the Community Planning Strategic Board.

12. **MOTION BY COUNCILLOR LAING**
Councillor Laing, seconded by Councillor S. Hamilton, moved approval of her Motion as detailed on the agenda in the following terms:-

"From January 2019 there will be a total ban on burning of plastics on farms and farmers will be expected to find other means of disposal, primarily through recycling. Farmers will be required to recycle LDPE Silage Wrap, LDPE crop covers, LDPE polytunnel plastic, PP fertiliser bags, PP washed pails and HDPE drums and other items.

This is a welcome step in the battle to recycle all plastics and it will hopefully reduce the level of plastic ending up in landfill. Given the constant need to raise public awareness of the importance of recycling, we now ask officers to design and run a public information campaign to ensure all Borders residents better understand which materials, including plastics, can be recycled and know the best means of recycling them."

Councillor Laing circulated some information from Zero Waste Scotland and spoke in support of her Motion. Councillor Bell proposed that the words "to be led by Councillors" be added after the words "public information campaign" and this was accepted. The Motion was unanimously approved.

DECISION
AGREED the Motion above as amended.

13. **OPEN QUESTIONS**
The questions submitted by Councillors Bell, Ramage, Robson and Aitchison were answered.

DECISION
NOTED the replies as detailed in Appendix I to this Minute.

14. **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 Appendix II to this Minute on the grounds that it involved the likely disclosure of exempt information as defined in Paragraphs 1, 6, 8 and 9 of Part I of Schedule 7A to the Act.

SUMMARY OF PRIVATE BUSINESS

15. **Minute**
The private section of the Council Minute of 29 November 2018 was approved.

16. **Committee Minutes**
The private sections of the Committee Minutes as detailed in paragraph 3 of this Minute were approved.

17. **Scottish Water Tank at South Common Farm, Selkirk**
Members approved a recommendation from the Selkirk Common Good Fund Sub-Committee regarding the sale of land.

The meeting concluded at 12.30 p.m.

SCOTTISH BORDERS COUNCIL
20 DECEMBER 2018
APPENDIX I

Question from Councillor Bell

To the Executive Member for Transformation and HR
In March 2016 the Council agreed a contract for delivery of ICT services. Associated with that were transformation programme savings dependant on the delivery of a step change in the ICT services; starting in 2016/17.

What were these targeted savings per year through to the present financial year and what is the level of savings actually achieved per year, on a permanent basis, up to the present date?

Reply from Councillor Mountford
Since signing the contract with CGI in March 2016 various briefings and updates have been provided to elected members regarding the progress of the ICT contract and benefits being delivered to the Council through the strategic partnership. These briefings have included updates on target delivery dates for ICT projects and the anticipated savings.

The contract with CGI is designed to place SBC at the forefront of technology in local government in Scotland. The benefits to be delivered go way beyond financial savings.

To date the benefits delivered include:- addressing under capacity and vulnerabilities associated with key person risk within the former in-house ICT staffing structure, removing risk associated with ICT recruitment, providing access to the technical expertise of a major international ICT provider, major investment undertaken to future proof the Council's ICT infrastructure, including:- a new helpdesk, moving file storage and backup facilities to the cloud, increased broadband capacity in our schools, providing greater resilience to ever increasing cyber security threats and a planned full refresh of the Council's curricular and office based desk top estate.

Much work, often not obvious to end users, has been completed to date to address legacy issues with the council's complicated ICT infrastructure and ensure this is fit for purpose both now and in the future.

The contract is also designed to deliver significant financial benefits through the introduction of new systems and ways of working and where delays have been encountered these have been reported to members along with performance monitoring information. Where necessary the associated savings have been re-profiled with alternative temporary measures put in place.

Turning specifically to the issue of savings, the original business case for ICT services approved by Council in March 2016 contained ambitious targets which were dependent upon the delivery of new technology. The savings required in 2016/17 per the business case was £0.747m. The saving required in 2017/18 was £1.393m and in 18/19 was £1.164k, an incremental total over the 3 years of £3.304m.

The savings actually delivered against this original target were zero in 2016/17, £0.572m in 17/18 and £0.942m in 18/19. Savings have increased year on year.

To date recurrent permanent savings of £1.514m have been delivered on an incremental basis. The savings on a cumulative basis are £ 2.086m to date.

Since 2016/17 the Council has delivered 46% of the savings originally envisaged by the Business Case on a permanent basis. The remaining 54% of savings required by the Business Case were delivered on a temporary basis from other budgets.

The Council's budget was balanced overall in 2016, 2017 and 2018 with small underspends delivered in each year.

Issues associated with the delivery of ICT infrastructure has impacted on the Council's transformation programme. Since the contract was signed however close working and ongoing dialogue and negotiation has been undertaken with CGI to ensure best value has been delivered. Where necessary savings have been re-profiled as set out in financial monitoring reports to elected members. CGI has also proactively worked with the Council to provide additional support to the ERP project.

The ERP project Business world is now nearing final completion following a major technical upgrade to "Milestone 7.2" which has been achieved on time and within budget.
The technology associated with Business World, including the ability for managers to access detailed financial information from their desk top pc is now being rolled out. Recent feedback from managers is positive demonstrating a step change from the previous position whereby managers relied on finance staff to produce, re-format and interpret data for them.

Extensive project delivery work and process redesign is also ongoing associated with digital customer access and business process re-engineering, with CGI now providing dedicated business change support at no additional cost to the council.

It is anticipated that IT transformation savings required by the budget will be realised in full in the longer term during the course of the strategic partnership with CGI and more savings than originally envisaged may be possible.

Supplementary
Councillor Bell asked if officers could bring a report to Council on performance to show that these savings were on track. Councillor Mountford advised that there was no timetable for this but further briefings would be provided.

Questions from Councillor Ramage

To Executive Member for Children and Young People

1. My initial question was, "Can you inform council how many teachers are absent within the Scottish Borders because of stress and how schools are coping with the situation with regards to supply teachers."
My supplementary question, which has remained unanswered, from the last full council meeting was,
"What support is being offered to these teachers, do you monitor absences over time and is there a large variance in the percentage of absences across our schools" as I have had concerns relayed to me from a concerned parent.

Reply from Councillor C. Hamilton
As detailed in the previous response, there are a number of supports offered to employees absent from work, including:

- Employee Assistance Programme.
- Counselling both face to face and telephone
- Mediation
- Personal resilience training
- Mindfulness training
- Drop in health check sessions
- Occupational Health Service

Absences are monitored to ensure that support is being provided appropriately and in terms of the Council's Attendance Management policy.

The current absences due to stress are within 15 different schools and there is no pattern or variance that is causing concern.

Supplementary
Councillor Ramage asked if staff were fully aware of the help available and Councillor Hamilton confirmed they were but agreed to speak to Councillor Ramage privately about any specific cases.

2. This question remained unanswered from the last full council meeting:

"Against what criteria will these [staff-less school library] Pilots be judged a success – or otherwise?"

Reply from Councillor C. Hamilton
The purpose of the Library Pilot is to seek new and innovative ways of delivering this service to children and young people locally, in line with the new national guidance. As members will be aware, this pilot was instigated following young people identifying a wish for more digital access to library resources and more student space for study.

With regard to the evaluation of the pilots in Peebles, Gala and Kelso High schools, the key element in the evaluation of these pilots will be the experiences of children and young people who are using the library services. A real strength in this is that each of the schools mentioned, have pursued slightly different models of delivery, thus giving us a good basis to compare and contrast their respective experiences. It is likely that we will develop a questionnaire that will be issued to students in these schools so we can compare and contrast their experiences.

We would also be looking to seek the views of school staff who have experienced the pilots, in order to ensure that we factor in the views of this group into the evaluation.

Supplementary
Councillor Ramage asked that pupils be asked as part of the assessment of the pilot what skills they had learned. Councillor Hamilton advised that a questionnaire would be issued to all users.

Questions from Councillor Robson

1. To the Executive Member for Roads and Infrastructure
How many injury accidents there have been in the last five years involving Council vehicles when operating during the collection of refuse or recycling from domestic premises?

Reply from Councillor Edgar
Officers from Waste, Fleet and Health & Safety have reviewed their records. These indicate that there has been only 1 injury accident which has occurred in the last five years involving a Council vehicle when operating during the collection of refuse or recycling.

This injury was incurred by a member of staff and happened in March 2015.

Supplementary
Councillor Robson asked that nothing was done to put this record at risk and Councillor Edgar agreed with this.

2. To the Executive Member for Children and Young People
Why is tendering for school transport for children with special needs on an annual basis?

Reply from Councillor C. Hamilton
SAN Transport contracts are not all arranged on an annual basis with some contracts remaining in place for a number of years. However, in the case of those SAN contracts which are renewed annually, this is usually done in order that contracts can be amended for changes in the child's educational, behavioural or emotional requirements and is related to their individual development as they progress through the education system.

Supplementary
Councillor Robson asked that the children's interests especially where a child had problems with change should always be a paramount consideration. Councillor Hamilton agreed that this should always be the case.

Question from Councillor Aitchison (asked by Councillor Haslam in his absence)

To The Executive Member for Finance
Does the Executive Member for Finance agree with me that, despite UK Government settlement to Scottish Government increasing year on year, the annual decreases in Scottish Government support for Local Government cumulatively, are now threatening delivery of core services. This affects every resident of Scottish Borders and the "cuts", which is what they are, are the true reason for the annual reduction in services in our towns and communities, and the Borders public should be aware of where the blame lies.

Reply from Councillor Tatler
Yes, according to figures published recently by COSLA in their paper "Fair funding for Council Services" the Scottish budget reduced by 0.4% in the five years to 2018/19 whereas reductions to local government over the same period totalled 4%, 10 times the overall cut to the Scottish Governments budget.

In 2019/20 Scottish Borders Council will see a further reduction in cash terms of 2.3% in its grant from Scottish Government. This equates to £4.6m in cash terms.

When you factor in the effects of inflation of 3.3% based on published RPI figures to November 2018 the cut is 5.6% in real terms.

Over the last 6 years 2013/14 – 2018/19 the council has had to make £60m of savings to meet pressures and offset reductions in government grant. More reductions will be required in future to balance the books.

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FLOOD RISK MANAGEMENT (SCOTLAND) ACT 2009 SECTION 37 INTERIM REPORT ON PROGRESS OF ACTIONS DELIVERED BY YEAR 3 (2019) IN THE TWEED, SOLWAY & FORTH ESTUARY LOCAL FLOOD RISK MANAGEMENT PLANS 2016 – 2022

Report by Service Director Assets & Infrastructure

SCOTTISH BORDERS COUNCIL

31 January 2019

1 PURPOSE AND SUMMARY

1.1 This report proposes that the Council approves the Section 37 Interim Reports for the Tweed, Solway and Forth Estuary Local Flood Risk Management Plans (LFRMP), as a true reflection of the progress made in the first 3 years of the 6 year Flood Risk Management (FRM) cycle 2016 - 2022 to mitigate flood risk in the Scottish Borders.

1.2 This approval is required to allow for the publication of the Section 37 Interim Reports for each Local Flood Risk Management Plan in Scotland by 22 June 2019.

1.3 The inception of the Flood Risk Management (Scotland) Act 2009 (FRM Act) requires the production of Local Flood Risk Management Plans covering each Local Plan District (LPD) in Scotland. Scottish Borders Council's area falls within 3 of the 14 Local Plan Districts in Scotland. These are Forth Estuary LPD, Tweed LPD and Solway LPD.

1.4 There are two sets of complementary plans; Flood Risk Management Strategies which were approved by Scottish Ministers and subsequently published by the Scottish Environment Protection Agency (SEPA) on 22 December 2015 and Local Flood Risk Management Plans produced by Lead Authorities and published 22 June 2016. Scottish Borders Council is the Lead Authority for Tweed Local Plan District.

1.5 The Flood Risk Management Strategies and Local Flood Risk Management Plans have been developed through collaborative partnerships between Local Authorities, SEPA and Scottish Water.

1.6 The Flood Risk Management Strategies and Local Flood Risk Management Plans provide a framework for co-ordinating actions across catchments to deal with all sources of flooding. These plans ensure long term planning around flooding and under Section 41(2) of the FRM Act, Scottish Ministers must take them into account when allocating funding. This approach helps target investment to areas where there is the greatest risk of flooding and where communities can receive the greatest benefit. This will help to maximise the benefit of public investment.

1.7 The Local Flood Risk Management Plans take the objectives and actions identified in the Flood Risk Management Strategies and set out who will be responsible for delivering the action, how the action will be funded, a timetable for when the action will be delivered and how it will be co-ordinated within the first FRM Cycle 2016 - 2022.

1.8 Section 37 of the Flood Risk Management (Scotland) Act 2009 requires that the Lead Authority of each Local Plan District between years 2 & 3 of the FRM Cycle (2016 – 2022), reviews and publishes an Interim Report on the progress made in implementing the measures to mitigate flood risk detailed in the relevant Local Flood Risk Management Plan.

1.9 There is now a need to obtain the Council's approval of the Section 37 Interim Reports for the Tweed, Solway and Forth Estuary Local Flood Risk Management Plan for national publication by 22 June 2019.

1.10 NOTE: ***The content and progress of the draft interim reports for the Tweed, Solway and Forth Estuary Local Flood Risk Management Plans are correct and agreed with all responsible authorities for the purpose of this Council Report. The final public version to be presented to Scottish Ministers and the wider public will be finalised prior to formal publication, the detail will not change.***

2 RECOMMENDATIONS

2.1 **I recommend that the Council approves the:-**

(a) S37 Interim Report for the Tweed Local Flood Risk Management Plan;

(b) S37 Interim Report for the Solway Local Flood Risk Management Plan;

(c) S37 Interim Report for the Forth Estuary Local Flood Risk Management Plan;

3 BACKGROUND INFORMATION

3.1 The Flood Risk Management (Scotland) Act 2009 (FRM Act) requires the production of Flood Risk Management Plans covering each Local Plan District in Scotland.

3.2 There are two sets of complementary plans required; Flood Risk Management Strategies produced by the Scottish Environment Protection Agency (SEPA), and Local Flood Risk Management Plans produced by the Lead Local Authorities.

3.3 The Lead Authority of each local plan district is responsible for leading in the production, consultation, publication and review of the Local Flood Risk Management Plan for their district.

3.4 There are 14 local plan districts in Scotland. The Scottish Borders falls within 3 of these local plan districts, namely the Forth Estuary, Tweed, and Solway. Falkirk Council is Lead for the Forth Estuary, Scottish Borders Council is Lead for the Tweed, and Dumfries and Galloway Council is Lead for the Solway.

3.5 The Flood Risk Management Strategies produced by SEPA identify the main flood hazards and impacts, set out objectives for reducing flood risk and prioritise actions to achieve these objectives.

3.6 To prioritise actions across Scotland, SEPA made a technical, risk based assessment of costs and impacts. This independent assessment was used alongside information from partner organisations to jointly agree priorities and identify indicative delivery dates for actions. A National Prioritisation Working Group was established to provide guidance to SEPA on the priority for flood risk management actions.

3.7 The Local Flood Risk Management Plans take the objectives and actions identified in the Flood Risk Management Strategies and set out who will be responsible for delivering the action, how the action will be funded, a timetable for when the action will be delivered, and how it will be co-ordinated within a six-year cycle.

3.8 The Tweed Local Plan District has 13 Potentially Vulnerable Areas, 12 which are within the Scottish Borders Council's authority area and one which falls within the South Lanarkshire Council's authority area, namely Biggar, (PVA13/07).

3.9 The Forth Estuary Local Plan District has 29 Potentially Vulnerable Areas, one of which is within the Scottish Borders Council's authority area, namely the Berwickshire Coast, (PVA10/26).

3.10 The Solway Local Plan District has 26 Potentially Vulnerable Areas, one of which is within the Scottish Borders Council's authority area, namely Newcastleton (PVA14/03).

3.11 Both the Flood Risk Management Strategies and the Local Flood Risk Management Plans were developed collaboratively by SEPA, Local

Authorities and Scottish Water. Both the strategies and plans were subject to a combined public consultation prior to publication on 22 June 2016

3.12 In addition, the engagement and support of local and national advisory groups has been sought during the development of the Flood Risk Management Strategies and Local Flood Risk Management Plans.

3.13 The Flood Risk Management Strategies and the Local Flood Risk Management Plans give details on a number of objectives and the actions to fulfil these objectives. The actions taken forward within the Local Flood Risk Management Plans are:-

- Flood protection schemes/works;
- Natural flood management works;
- New flood warning;
- Flood protection study;
- Natural flood management study;
- Surface water plan/study;
- Strategic mapping and modelling;
- Maintain flood protection scheme;
- Maintain flood warning;
- Flood forecasting;
- Property level protection scheme;
- Community flood action groups;
- Self help;
- Awareness raising;
- Maintenance;
- Site protection plans;
- Emergency plans/response;
- Planning policies.

3.14 In combination the Flood Risk Management Strategies and the Local Flood Risk Management Plans determine how flood risk will be managed across the Scottish Borders through the three appropriate Local Plan Districts, namely the Forth Estuary, the Tweed and the Solway during the first Flood Risk Management Cycle 2016 – 2022.

3.15 Section 37 of the FRM Act states that the Lead Authority must review the Local Flood Risk Management Plan and publish a report on the progress being made to implement the measures identified to mitigate flood risk in the plan.

3.16 Detail on the Section 37 Interim Report review can be found in the following appendices and links.

- See Appendix 1 – Tweed LPD INTERIM REPORT Local Flood Risk Management Plan – V1.2 Draft.

- See Appendix 2 –Solway LPD INTERIM REPORT Local Flood Risk Management Plan, Newcastleton PVA datasheet

- See Appendix 3 –Forth Estuary LPD INTERIM REPORT Local Flood Risk Management Plan, Berwickshire Coast PVA datasheet

4 IMPLICATIONS

4.1 Financial

(a) Funding from Scottish Government for implementation of actions including flood protection schemes and associated studies is included in the national 10 year funding period 2016 – 2026, whereby £42 million each year is allocated across Scotland to deliver the actions in each Local Flood Risk Management Plan. This is split 80% toward development of flood protection schemes and a 20% top slice to the delivery of all other actions. The 20% is shared with each Local Authority in Scotland based on the degree of flood risk they have. The 20% top slice is distributed to Local Authorities as part of the Councils general capital grant from the Scottish Government.

(b) This report does not have any immediate financial implications with respect to implementing the remaining measures highlighted in the Local Flood Risk Management Plans as funding is included in the Flood & Coastal Management Revenue and Capital Block Allocations.

(c) The report does have future financial implications with respect to the delivery of remaining actions within the Local Flood Risk Management Plans. A number of existing actions are currently funded and included in the plans. This assumes that funding will continue for these actions through the Flood & Coastal Management Budgets.

4.2 Risk and Mitigations

Currently there are no immediate risks to the completion of the actions detailed in the Local Flood Risk Management Plans. However this is based on the funding levels from the Scottish Government for flooding being maintained at their current level and that the allocation of budget within the Council to deliver the Local Flood Risk Management Plans is also maintained. There is no mitigation for this but there is a reputational risk to Scottish Borders Council if these actions are not delivered.

4.3 Equalities

(a) Research has shown that the more vulnerable groups in society are more negatively impacted by flooding.

(b) The Local Flood Risk Management Plans are aimed at reducing the risk of flooding and making people more prepared, this will have a beneficial effect on these vulnerable groups.

4.4 Acting Sustainably

The core principle of the FRM Act is to provide food risk mitigation in a sustainable manner, with actions in the Local Flood Risk Management Plans developed to meet this core principle.

4.5 **Carbon Management**

(a) Natural Flood Management actions provide opportunities for carbon management and are being considered under the Low Carbon Strategy initiative.

(b) There will be a carbon cost in the implementation of some actions but this should be offset by the benefits in reducing the impact of flooding.

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 required to either the Scheme of Administration or the Scheme of Delegation as a result of the proposals 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, Communications and the Clerk to the Council have been consulted and any comments have been incorporated into this report.

Approved by

Martin Joyce
Service Director Assets & Infrastructure Signature .....

Author(s)

Name	Designation and Contact Number
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Background Papers:

1. Tweed Local Flood Risk Management Plan https://www.scotborders.gov.uk/downloads/download/551/tweed_flood_risk_management_plan

2. Forth Estuary Local Flood Risk Management Plan http://www.edinburgh.gov.uk/downloads/file/7455/draft_local_flood_risk_management_plan

3. Solway Local Flood Risk Management Plan https://www.dumgal.gov.uk/article/15215/Flood-risk-management

4. SEPA Flood Risk Strategies http://apps.sepa.org.uk/FRMStrategies/

Previous Minute Reference:

1. Flood Risk Management (Scotland) Act – Approval of Local Flood Risk Management Plans - Minute – 19 May 2016

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 Scottish Borders Council, Council Headquarters, Newtown St Boswells, Melrose, Scottish Borders, TD6 0SA tel. 01835 826665 fax. 01835 825431 e-mail PLACEtransrequest@scotborders.gov.uk

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Flood Risk Management (Scotland) Act 2009:

Tweed Local Plan District
Local Flood Risk Management Plan
INTERIM REPORT

Published by:

Scottish Borders Council

Lead Local Authority
Tweed Local Plan District
01 March 2019

In partnership with:

Publication date: 1 March 2019

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Foreword

This INTERIM REPORT to the Local Flood Risk Management Plan shows the progress made in delivering the actions to avoid and reduce the risk of flooding, and prepare and protect ourselves and our communities across the local plan district.

"The impacts of flooding experienced by individuals, communities and businesses can be devastating and long lasting. It is vital that we continue to reduce the risk of any such future events and improve Scotland's ability to manage and recover from any events which do occur."

(Tweed Local Flood Risk Management Plan, June 2016)

The publication of the INTERIM REPORT shows that the coordinated and collaborative efforts of public bodies can be brought together to deliver sustainable outcomes.

The INTERIM REPORT is published by Scottish Borders Council on behalf of a partnership comprising two local authorities: Scottish Borders Council & South Lanarkshire Council as well as Scottish Water, SEPA and Forestry Commission Scotland.

Individuals are the first line of defence against flooding and have responsibilities to protect themselves from flooding. Through self-help and property level protection, awareness raising and signing up to Floodline, individuals, businesses and communities can and have made key contributions to the delivery of the actions in the Plan, which are detailed in this INTERIM REPORT.

Since the publication of the Plan in June 2016, public sector finances in Scotland have continued to be under considerable pressure. This places an even greater responsibility on SEPA, local authorities and Scottish Water and other responsible authorities to deliver their flood risk management responsibilities and, in particular the actions in the Plan, to manage flooding in a sustainable way.

SEPA, local authorities and Scottish Water and other responsible authorities will continue to work collaboratively to implement the actions in the Plan to its conclusion in June 2022.

May be signed by convener or officer as appropriate to LPD governance and preference [compare with how LFRMP was published].
May include a Scottish Minister too.

Background

The INTERIM REPORT is a legal requirement of the Flood Risk Management (Scotland) Act 2009(Section 37). The INTERIM REPORT is required to be published between July 2018 and June 2019. The INTERIM REPORT includes the conclusions of a review of the Tweed Local Flood Risk Management Plan (the 'Plan'), published in June 2016 and includes information on the progress that has been made towards implementing the actions identified in the Plan.

Further details on flood risk management responsibilities in Scotland and the legal requirement for the publication of this INTERIM REPORT can be found in Appendix 1.

A copy of the Tweed Local Flood Risk Management Plan can be found at the follow link.
Tweed Local Flood Risk Management Plan

Review of the Plan

This section sets out the conclusions of the review of the plan and a summary of progress of actions detailed in the Tweed Local Flood Risk Management Plan. It draws upon the assessment of progress of actions presented in the subsequent sections.

Key progress in reducing the impacts of flooding since publication

- *Selkirk Flood Protection Scheme was officially opened on 27 February 2017.*
- *Hawick Flood Protection Scheme is under development. Scottish Borders Council approved the scheme on 21 December 2017. Detailed design is ongoing with construction programmed to commence in January 2020.*
- *Jedburgh (Skiprunning Burn) Flood Protection Scheme was completed in spring 2016 and provides flood risk mitigation to the town centre of Jedburgh from the Skiprunning Burn.*
- *A number of flood protection studies are progressing and the initial outputs of flood risk mitigation proposals have been presented at public exhibitions covering the following areas:*
  Peebles, Broughton & Innerleithen;
  Newcastleton;
  Earlston.
- *Scottish Borders Council continues to promote and support the creation of Resilient Communities Groups. 46 Resilient Community Groups out of 67 Community Council Areas are now set up and have active resilience groups.*
- *A Property Level Protection Scheme was delivered to 39 properties in low lying areas of Peebles which are at high risk of flooding from the River Tweed.*
- *Awareness raising has been on-going in the Tweed LPD. Partnership working between responsible authorities has continued, informing the public of the flood risk in the LPD and what they can do to help themselves. SEPA have been proactive in raising awareness with the future generation by actively engaging with Education Scotland and embedding awareness to flooding in the Curriculum for Excellence.*
- *There are thirteen, Section 16 sewer assessments programmed for this FRM Cycle. Scottish Water has completed four with a further three already started. It is envisaged that the current programme of S16 assessments will be completed by the end of this FRM cycle.*
- *SEPA has been working closely with the Scottish Borders Council to improve understanding of flooding in the area through mapping and modelling.*
- *SEPA has continued to operate the Scottish Flood Forecasting Service Partnership with the Met Office. Daily, national flood guidance statements are issued to Category 1 and 2 agencies (such as emergency responders, local authorities and other organisations with flooding management duties). Each daily statement gives an assessment of the risk of flooding for the next five days to help enable these organisations to put preparations in place to reduce the impact of flooding. SEPA's Flood Alert service is freely available to everyone and helps enable communities to be aware and prepared to reduce the impacts of flooding. SEPA has also continued to provide flood warning service to a number of locations within the Tweed Local Plan District.*

How current is the Plan?

The Plan was published in June 2016 supplementing the Flood Risk Management Strategy published by SEPA in December 2015. The Plan details how the actions identified in the Strategy were to be implemented over the period 2016 to 2022. The Strategy and Plan are based on the National Flood Risk Assessment and the designated Potentially Vulnerable Areas at that time.

Since the identification of the actions in the Plan, there have and continue to be advancements in our knowledge and assessment techniques. These include the publication by SEPA of an updated National Flood Risk Assessment and Potentially Vulnerable Areas in December 2018. These advancements may inform the delivery of the actions in this Plan and will be used in the development of future Strategies and Plans.

It is therefore considered that the Plan on which this INTERIM REPORT is based is current, albeit the planned delivery and actual delivery of actions has changed for some actions as detailed in the 'Assessment of the progress of actions'.

Significant Challenges

Based on a review of the assessment of the progress of actions detailed in this INTERIM REPORT, the following key challenges and issues have been identified that have or may have an impact on the delivery of actions to manage flood risk. *A*rrangements planned to deliver the remaining actions are described below. Where these challenges have had an impact on the delivery of specific actions or actions across an LPD, this is detailed in the 'Assessment of the progress of actions'.

However, the overall delivery of actions in the Plan has not been impacted by funding and resource issues.

Significant Weather Events

The Tweed LPD was adversely affected by significant weather from early December 2015 to February 2016. This included a number of named storms particularly Storm Desmond and Storm Frank which caused extensive flooding to some of the Borders larger towns and isolated many rural communities in the area, there was also significant impacts on the local road network. This in turn had a knock on effect on the initial delivery of actions in the Plan from June 2016 onwards with resources deployed to deal with the aftermath of the flooding.

Funding

The 'actions in the Plan to meet agreed goals and objectives in the first six-year cycle considered what would be achievable assuming a similar level of funding for flood risk management activities from The Scottish Government. However, given the timing of spending reviews and annualised financial settlements for local government, the actual ability to deliver all the actions set in the Strategies in December 2015 and detailed in this Plan will be dependent on the availability of the necessary funding in each year of the six year Plan', (Tweed Local Flood Risk Management Plan, June 2016).

The level of funding from Scottish Government for flood risk activities for the first years of the six year plan has been at the levels anticipated. As per the principals of financial settlements for local government, the

funding is not 'ring fenced'; however thus far Scottish Borders Council and South Lanarkshire Council have committed to the allocation of these funds to the deliver the actions of the Tweed Local Flood Risk Management Plan.

Allocation of Resources

The delivery of flood risk management actions must be seen in the context of challenging local government finances and increased expectation and demand for public services. This applies to all of the responsible authorities and SEPA.

The impact on the level of funding from Scottish Government in general settlements for local government and in respect of funding for other responsible authorities and SEPA may also have had an effect on the availability and allocation of resources. There is a challenge for priority of flood risk with and against many other worthy demands on public spending.

Hawick Flood Protection Scheme

The development and design of the Hawick Flood Protection Scheme as a standalone project is complete. However the presence of a flood scheme being delivered has led to stakeholders and public identifying a number of other projects to enhance the town. This has had an impact on the delivery and commencement of construction for the flood scheme (6 month delay, now January 2020) to allow these other projects to be developed and delivered by the Hawick Flood Protection Scheme due to the close links between all the projects. Construction of the scheme is now scheduled for completion in November 2022.

Other Actions

SCOTTISH BORDERS COUNCIL

- Facilitated the delivery of a property level protection scheme for the Peebles Tweed Green area. Funded from the flood grant money provided in the aftermath of Storms Desmond and Frank, this provides greater resilience to flooding for 39 properties in this area.
- Facilitated bank reinstatement & retaining wall works in the aftermath of Storms Desmond & Frank to the garden areas which bound the Rule Water to the rear of Weens Place, Bonchester Bridge.
- Storm damage repairs to significant stretches of banking at Liddesdale Crescent, Hawick which was impacting on properties as a result of erosion from the Slitrig Water.
- Upgrade of priority culvert inlet trash screen on the Bakehouse Burn, Galashiels to reduce the risk of flooding to the centre of Galashiels.

Prioritisation of actions for next cycle

Many actions contained in the plan are to undertake studies that will assess the need for further actions to be implemented in future plans. For example, a flood protection study may recommend that a community flood action group is set up to increase resilience to flooding, or that flood defences are constructed. This introduces a deadline date by when such actions need to be detailed and submitted by responsible authorities for consideration as actions in the next plans from 2022-28. The deadline date for submission of these actions to SEPA has been set as December 2019. The actions submitted will then be assessed and prioritised against the flood risk objectives, and consulted upon ahead of the publication of the next cycle of Flood Risk Management Strategies in December 2021 and Local Flood Risk Management Plans in June

2022. Any actions that miss this deadline may therefore be delayed for consideration in the next cycle from 2028-34.

Arrangements planned to deliver the remaining actions

The actions in the Plan will continue to be delivered over the remainder of the 2016 to 2022 period. This will be as per the published Plan, subject to revisions in delivery dates as detailed in the 'Assessment of the progress of actions' section of this INTERIM REPORT.

Where specific measures are required to address a delay and ensure an action is completed then this is described against the relevant action. In addition where there is a risk that remaining actions will not be delivered by the end of the Plan, planned contingencies have been considered, which are described against the relevant action.

Next Steps

A Final Report on the plan will be published in between July 2021 and June 2022. This will include an updated assessment of the progress made towards implementing the current actions, a summary of the current measures which were not implemented, with reasons for their non-implementation; and a description of any other measures implemented since the plan was finalised which the lead authority considers have contributed to the achievement of the flood risk objectives.

In the meantime, to find out more about how flood risk is being managed please read the Tweed Local Flood Risk Management Plan

Conclusion

To date the delivery of actions within the Tweed Local Flood Risk Management Plan has been progressing well. It is envisaged that the delivery of most actions within the Tweed LFRMP will be completed by 2022 and within the agreed funding cycles.

The Flood and Natural Flood Management Studies will be fully complete by 2022, with many of the target study areas being complete by December 2019 to feed into the national prioritisation process to inform the next FRM Cycle 2022 – 2028.

The completion date for the Hawick Flood Protection Scheme has been put back to November 2022 due to the additional work required to develop the opportunities with partners that have manifested due to the presence of the scheme. Although the completion date is out with the time scales for completion of the 1st FRM Cycle (June 2022), the scheme still falls within the national 10 year funding period (2016 – 2026) agreed to deliver the schemes in the in the 1st FRM Cycle 2016 – 2022. It should be noted that the Hawick Flood Protection Scheme is a good example of a holistic approach being taken in parallel with the core objective to mitigating flood risk. The project will deliver opportunities with partners and the community to not only leave the town protected from a 1 in 75 year return period flood event but a positive, sustainable and resilient community.

SEPA's Surface Water hazard maps improvements will now not be delivered as originally intended. This is because new data has become available that requires an update of all areas. It is no longer considered

appropriate to deliver this action as originally intended. New Surface water flood hazard maps will be developed over the remainder of Cycle 1 and be available early in Cycle 2.

Partnership working between the responsible authorities remains strong with awareness raising and data sharing activities happening with more regular occurrences across the Tweed Catchment.

The Tweed Local Plan District benefits from being mostly covered by the Scottish Borders Council area with the exception of Biggar in South Lanarkshire. As Lead Authority we believe that this has been a significant contributing factor to the successful progress so far in delivering the actions in the Tweed Local Flood Risk Management Plan.

Assessment of progress

This section sets out an assessment of the progress towards implementing the actions set out in the Tweed LFRMP.

There are actions that apply across the whole of the TWEED LPD and actions that are specific to each of the 13 Potentially Vulnerable Areas (as defined under Section 13 of the Act) in the TWEED LPD, which are shown below in Figure 1.

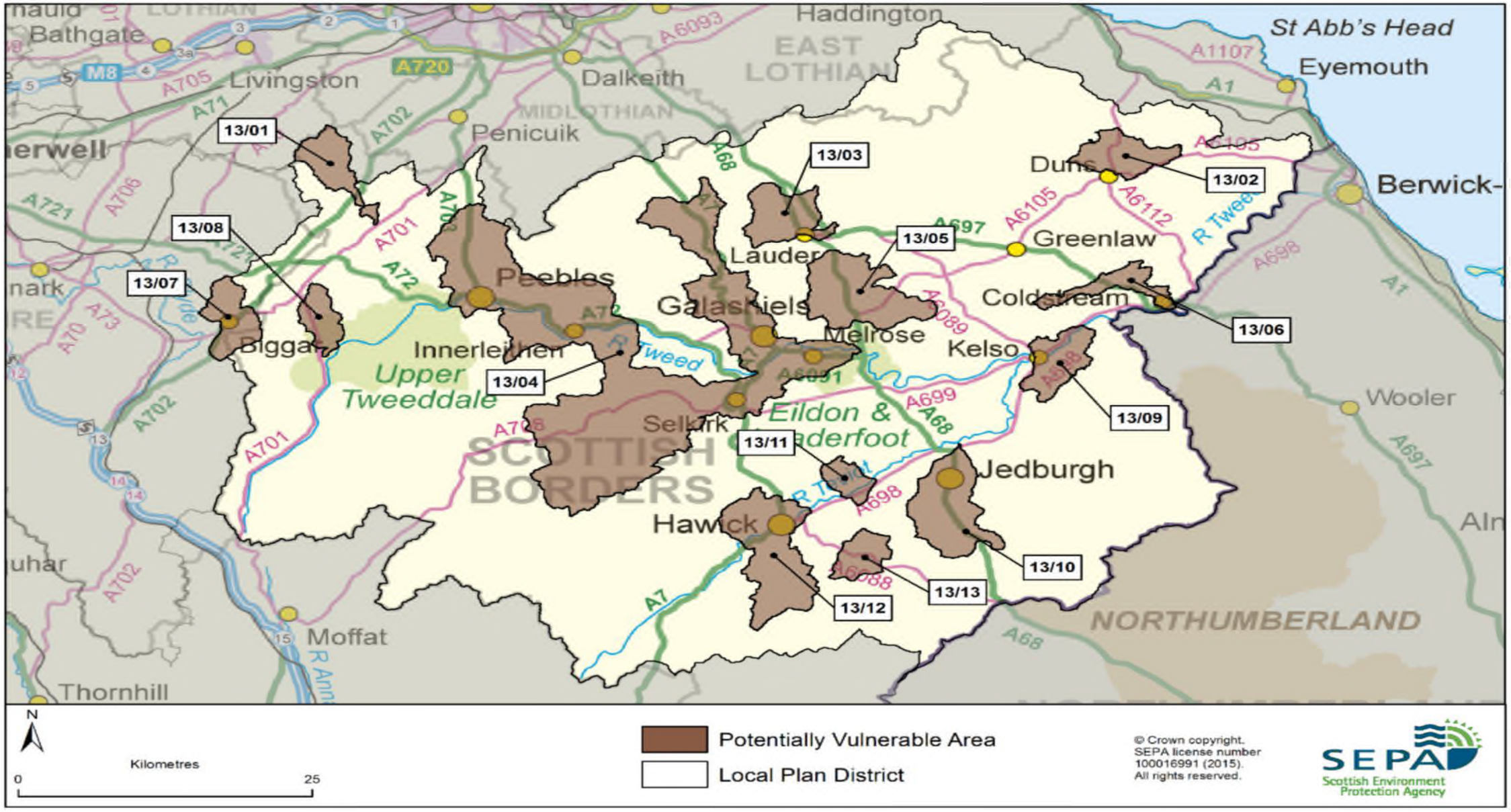


Figure 1: The Tweed Local Plan District with Potentially Vulnerable Areas identified

Reproduced from Tweed Local Plan District Flood Risk Management Strategy, SEPA (December 2015)

The actions that apply to individual PVA across the Tweed LPD are shown in Figure 2. The summary of the assessment of progress is shown using the traffic light system, where each item is marked as Red, Amber or Green (RAG) and where:

- **GREEN** – Action has been delivered is on programme and within budget;
- **AMBER** – Action is behind programme and/or over budget, but the key dates are still anticipated to be met.
- **RED** – Action is behind programme and/or over budget, with key dates unlikely to be met and/or the outputs unlikely to achieve what was anticipated by the LFRMP.

PVA	Flood protections scheme/works	Natural flood management works	New flood warning	Flood protection study	Natural flood management study	Surface water plan/study	Strategic mapping and modelling		Maintain flood protection scheme*	Maintain flood warning	Flood forecasting	Property level protection scheme	Community flood action groups	Self help	Awareness raising	Maintenance	Site protection plans	Emergency plans/response	Planning policies
13/01 West Linton							R	A		G	G			G	G	G		G	G
13/02 Preston										G	G			G	G	G		G	G
13/03 Lauder							A	G	G		G			G	G	G		G	G
13/04 Eddleston/Peebles/ Innerleithen/Selkirk/Stow & Galashiels	G			G	A	G	A	R	G	G	G		G	G	G	G		G	G
13/05 Earlston				G			A	R	G	G	G			G	G	G		G	G
13/06 Coldstream							G			G	G			G	G	G		G	G
13/07 Biggar				A			A		G		G			G	G	G		G	G
13/08 Broughton				G			A				G			G	G	G		G	G
13/09 Kelso							G			G	G			G	G	G		G	G
13/10 Jedburgh							G		G	G	G	G	G	G	G	G		G	G
13/11 Denholm									G	G	G			G	G	G		G	G
13/12 Hawick	R				G	A	G	A		G	G		G	G	G	G		G	G
13/13 Bonchester Bridge											G			G	G	G		G	G

Figure 2: Summary of progress of actions to manage flood risk in the Potentially Vulnerable Areas of Tweed Local Plan District

Tweed LPD Wide Actions - Assessment of progress

This section sets out an assessment of the progress towards implementing actions that apply across the whole of the Tweed LPD over all years of the six-year plan, which is presented in Figure 3 overleaf.

Action	Status	Description	Delivery Lead	Interim progress	Planned actions to complete
Flood forecasting **Click below:** PVA 13/01 PVA 13/02 PVA 13/03 PVA 13/04 PVA 13/05 PVA 13/06 PVA 13/07 PVA 13/08 PVA 13/09 PVA 13/10 PVA 13/11 PVA 13/12 PVA 13/13	G	The Scottish Flood Forecasting Service is a joint initiative between SEPA and the Met Office that produces daily, national flood guidance statements which are issued to Category 1 and 2 Responders. The flood guidance statements provide an assessment of the risk of flooding for a five day period allowing responders time to put preparations in place to reduce the impact of flooding. The service also provides information which allows SEPA to issue flood warnings, giving people a better chance of reducing the impact of flooding on their home or business. For more information please visit SEPA's Website	**SEPA**	SEPA has continued to operate the Scottish Flood Forecasting Service (SFFS) Partnership with the Met Office with daily, national Flood Guidance Statements issued to Category 1 and 2 agencies (such as emergency responders, local authorities and other organisations with flooding management duties) and regional Flood Alerts issued to the public. Each daily statement gives an assessment of the risk of flooding for the next five days to enable these organisations to put preparations in place to reduce the impact of flooding. SEPA's Flood Alert service is freely available to everyone and enables communities to be aware and prepared to reduce the impacts of flooding.	SEPA will continue and improve the Scottish Flood Forecasting Service (SFFS) with the Met Office, with daily Flood Guidance Statements and regional Flood Alerts issued as required to enable communities and responders to reduce the impacts of flooding. SEPA is currently exploring options to develop a public version of the daily Flood Guidance Statement to provide better and earlier information to the public.
Self help **Click below:** PVA 13/01 PVA 13/02 PVA 13/03 PVA 13/04 PVA 13/05 PVA 13/06 PVA 13/07 PVA 13/08 PVA 13/09 PVA 13/10 PVA 13/11 PVA 13/12 PVA 13/13	G	Everyone is responsible for protecting themselves and their property from flooding. Property and business owners can take simple steps to reduce damage and disruption to their homes and businesses should flooding happen. This includes preparing a flood plan and flood kit, installing property level protection, signing up to Floodline and Resilient Communities Initiatives, and ensuring that properties and businesses are insured against flood damage.	**All Responsible Authorities**	**Scottish Borders Council** - operates a subsidised Flood Product Scheme throughout the Scottish Borders to offer all residents' access to affordable Property Level Protection. This is promoted through attendance at community meetings and undertaking visits to properties as requested. A Property Level Protection Scheme have been implemented by Scottish Borders Council to increase flood resilience at an area of frequent flooding in Peebles. Scottish Borders Council Emergency Planning continues to promote and implement the Resilient Communities Scheme, signing up 46 of 67 community areas within the Scottish Borders. **South Lanarkshire Council -** provide advice to those affected by flooding with regards to available property level flood protection products, techniques and potential funding opportunities to reduce flood risk.	**Scottish Borders Council** - to continue providing a Subsidised Flood Protection Product Scheme throughout the Scottish Borders to offer all residents access to affordable flood products. **South Lanarkshire Council -** will continue to offer advice and will work with Scottish Flood Forum in relation to Self Help requests from those affected by flooding.
Awareness raising **Click below:** PVA 13/01 PVA 13/02 PVA 13/03 PVA 13/04 PVA 13/05 PVA 13/06 PVA 13/07 PVA 13/08 PVA 13/09 PVA 13/10 PVA 13/11 PVA 13/12 PVA 13/13	G	SEPA and the responsible authorities have a duty to raise public awareness of flood risk. Improved awareness of flood risk and actions that prepare individuals, homes and businesses for flooding can reduce the overall impact. **Scottish Water** will support SEPA and responsible authorities with their awareness raising activities as required and provide targeted flooding communications for Scottish Water specific activities. Scottish Water will raise awareness by producing and supplying targeted information to the public on large capital projects and detailed local studies. More general information and flooding guidance will be available on the Scottish Water website. Click here	**All Responsible Authorities**	**SEPA -** has delivered a range of awareness raising activities through campaigning, education activities and partnership delivery.SEPA have run national and local digital and direct engagement campaigns to raise awareness of flood risk and SEPA's flood warning service, Floodline. SEPA publish and publicise an electronic newsletter (Flooding Gateway) four times a year which is distributed to a wide audience. SEPA are also working with Education Scotland and Scottish Government Resilience team to embed flooding awareness within the Curriculum for Excellence, and resilience partners in Safer Communities programmes. SEPA have also developed an online tool that helps everyone share information on current flooding issues (Report-a-Flood). SEPA have worked in partnership with local authorities, emergency services and community organisations (e.g. Neighbourhood Watch Scotland, Citizens Advice Scotland and others) to share resources and help to promote preparedness and understanding of how we manage flood risk in Scotland. SEPA have	**SEPA** - will continue to raise awareness of flood risk through campaigning, developing education and engagement tools, creating new partnerships and improving the flood warning and forecasting service. Many of our awareness raising activities currently underway will continue. SEPA will focus on promoting the flood warning and forecasting service, innovation, education and engagement with partners, customers and the public. **Scottish Borders Council -** will continue to raise awareness of flood risk through flood schemes and flood studies liaising closely with the public in the areas being assessed. Scottish Borders Council will continue to work closely with flood action groups and resilience groups to encourage actions to raise awareness of flood risk within

		SEPA will undertake flood risk education and awareness raising activities. In addition, SEPA will engage with the Council and community resilience groups and participate in property level protection events delivered by the Scottish Flood Forum where possible. Across Scotland, SEPA will create and share communication and education resources with other responsible authorities. These resources will include awareness campaigns, media and marketing activity and promotion of SEPA's flood forecasting and warning services (Floodline). Where they exist, SEPA will engage with community resilience groups and community safety partnerships.		actively supported the Scottish Flood Forum and worked closely with UK agencies to develop joint flooding information. **Scottish Borders Council** - now operates and continues to set up resilient communities' schemes in the Borders, signing up 46 of 67 community areas within the Scottish Borders. The Council worked with FloodRe in some Border Towns to increase awareness of the new FloodRe Insurance Scheme which provides affordable insurance scheme for those properties at Flood Risk. Scottish Borders Council continues to work closely with flood action groups and resilience groups to encourage actions to raise awareness of flood risk within the Scottish Borders. This includes letter dropping and attending Community Council and Local Flood Group Meetings. **South Lanarkshire Council -** continue to work alongside Scottish Water and SEPA to raise public awareness of flood risk. SLC's annual Winter Awareness Campaign includes information on flooding and is cascaded to staff and the public via the Council's social media accounts.	the Scottish Borders. The Council will continue to raise awareness of the Council-run Subsidised Flood Product Scheme to provide affordable Property Level Protection. SBC will also continue to work on the resilient communities' initiative, with priority in working with the remaining 21 communities to introduce resilient community groups in those areas. **South Lanarkshire Council -** will continue to work with Scottish Water and SEPA to raise public awareness of Flood Risk. SLC's annual Winter Awareness Campaign will continue to include information on flooding which will be cascaded to staff and the public via the Council's social media accounts. SLC will also continue to raise public awareness during the LFRMP 2 Consultation process.
Maintenance **Click below:** PVA 13/01 PVA 13/02 PVA 13/03 PVA 13/04 PVA 13/05 PVA 13/06 PVA 13/07 PVA 13/08 PVA 13/09 PVA 13/10 PVA 13/11 PVA 13/12 PVA 13/13	**G**	Local authorities have a duty to assess watercourses and carry out clearance and repair works where such works would substantially reduce flood risk. They produce schedules of clearance and repair works and make these available for public inspection. Scottish Water undertake risk based inspection, maintenance and repair on the public sewer network. Asset owners and riparian landowners are responsible for the maintenance and management of their own assets including those which help to reduce flood risk.	**Local Authorities**	**Scottish Borders Council -** has undertaken inspections of 15 of 15 (100%) of flood protection schemes within the Scottish Borders. The Council has also carried out water course inspections of 128 of 129 (99%) watercourses within the area as well as undertaking clearance and repair works to reduce flood risk as per Section 18, Clearance & Repair Schedule. **South Lanarkshire Council -** undertake regular assessment and clearance of watercourses in there area. SLC monitor the water levels and debris accumulations of the most at-risk flood locations, a network of watercourse telemetry equipment is maintained to provide real-time flood warnings	**Scottish Borders Council** - continue to undertake a regime of watercourse inspections on a risk-based approach, updating the Section 18 Clearance & Repair Schedule and undertaking the necessary repairs to reduce flood risk. **South Lanarkshire Council –** will continue to assess and maintain watercourses within the SLC area. Continue to review the application of the SLC watercourse telemetry network.
Emergency plans/response **Click below:** PVA 13/01 PVA 13/02 PVA 13/03 PVA 13/04 PVA 13/05 PVA 13/06 PVA 13/07 PVA 13/08 PVA 13/09 PVA 13/10 PVA 13/11 PVA 13/12 PVA 13/13	**G**	Providing an emergency response to flooding is the responsibility of many organisations, including local authorities, the emergency services and SEPA. Effective management of an emergency response relies on emergency plans that are prepared under the Civil Contingencies Act 2004 by Category 1 and 2 Responders. Scottish Water is a Category 2 responder under the Civil Contingencies Act 2004 and will support regional and local resilience partnerships as required. The emergency response by these organisations is coordinated through regional and local resilience partnerships. This response may be supported by the work of voluntary organisations.	**Category 1 & 2 Responders**	**Scottish Borders Council -** Reviewed and updated Severe Weather Plan in July 2018. This included review and update of the Council's emergency response procedures, flood gate procedures and flood warning procedures. Introduced strategic severe weather co-ordination group to co-ordinate emergency response. Initiated co-ordinated approaches during emergency situations, including named Storms, with representation from all Category 1 and Category 2 responders including Scottish Water, Emergency Services and voluntary groups through the Joint Agency Control Centre (Bunker) at Scottish Borders Council Headquarters. **South Lanarkshire Council -** is a Category 1 responder who works on a day-to-day basis with emergency services including Police, Fire and the NHS to ensure the safety and wellbeing of our communities during emergencies.	**All** - Responders will continue a co-ordinated approach to emergency situations to initiate relevant Emergency Plans as appropriate in relation to MET office weather warnings and SEPA flood warning information. **Scottish Borders Council -** to continue to revise and develop relevant Emergency Plans as new information becomes available. SBC will also continue to undertake duties as Category 1 responders under the Civil Contingencies Act 2004 and contribute towards Resilience Partnership groups at local and regional levels. **South Lanarkshire Council -** have an Emergency Management Team, led by a Contingency Planning Officer and made up of senior managers representing each

					main department, which take responsibility for preparing and responding to emergencies. The Council's Flood Risk Management Team are represented on the Council's EMT.
Planning Policy **Click to return:** PVA 13/01 PVA 13/02 PVA 13/03 PVA 13/04 PVA 13/05 PVA 13/06 PVA 13/07 PVA 13/08 PVA 13/09 PVA 13/10 PVA 13/11 PVA 13/12 PVA 13/13	**G**	Scottish Planning Policy and accompanying Planning Advice Notes set out Scottish Ministers' priorities for the operation of the planning system and for the development and use of land. In terms of flood risk management, the policy supports a catchment-scale approach to sustainable flood risk management and aims to build the resilience of our cities and towns, encourage sustainable land management in our rural areas, and to address the long-term vulnerability of parts of our coasts and islands. Under this approach, new development in areas with medium to high likelihood of flooding should be avoided.	**Planning Authority**	**SEPA -** As the statutory body for flooding SEPA has provided flood risk advice to planning authorities through the formal planning process. **Scottish Borders Council** - will provide advice as the local flood authority on local planning publications within the Scottish Borders, including the Housing Supplementary Guidance and the Main Issues Report which supplements the Local Development Plan 2, ensuring that these assess all aspects of flood risk, encourage sustainable flood risk management and comply with Scottish Planning Policy and the FRM Act 2009. Scottish Borders Council's Flood & Coastal Management Team will provide advice as the local flood authority on all relevant planning applications, ensuring there is an appropriate assessment of all aspects of flood risk, encourage sustainable flood risk management and comply with Scottish Planning Policy and the FRM Act 2009. **South Lanarkshire Council -**The Council's Flood Risk Management team are consulted regularly to review planning applications in relation to flood risk. The Council's Local Development Plan also outlines the Council's flood risk requirements for proposed developments.	SEPA, Scottish Borders Council and South Lanarkshire Council will continue to provide advice on all relevant planning applications within the Scottish Borders and South Lanarkshire, ensuring that all aspects of flood risk are assessed, encourage sustainable flood risk management and comply with Scottish Planning Policy, Local Council Policies and the FRM Act 2009.

Figure 3: Progress with LPD-wide Actions for the Tweed LPD

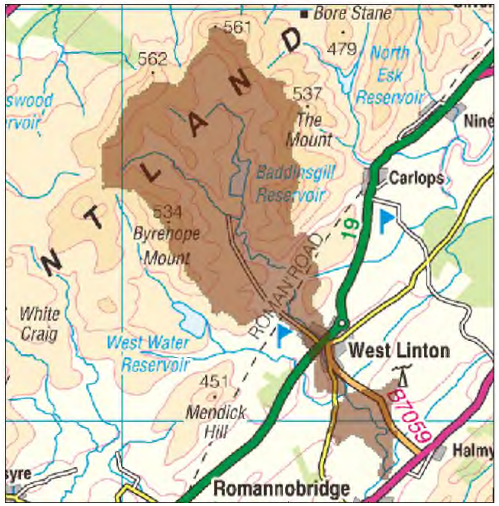
Progress with PVA-specific Actions

This section sets out an assessment of the progress towards implementing actions that are specific to each of the 13 PVA as shown in Figure 2. Assessments of the progress of actions within each PVA are presented.

There are no specific actions identified for ‘property level protection scheme’ and ‘site protection plans’ actions. Consideration of property level protection schemes will be included in the ‘flood protection study’, ‘surface water plan/study’ and/or ‘emergency plans/response’ actions. Site protection plans will be identified through these same ‘study’ actions and also ‘planning policies’ action.

West Linton (Potentially Vulnerable Area 13/01)

Local Plan District	Local authority	Main catchment
Tweed	Scottish Borders Council	Lyne Water



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Summary of Progress for West Linton

There are fewer than 10 residential and non-residential properties at risk of flooding. The Annual Average Damages are approximately £4,200.

Further information can be found in the Tweed Local Flood Risk Management Plan under PVA 13/01.

Key Progress

- West Linton is now an active Resilient Communities Group.

Overview of actions to manage flooding in West Linton

PVA	Flood protections scheme/works	Natural flood management works	New flood warning	Flood protection study	Natural flood management study	Surface water plan/study	Strategic mapping and modelling		Maintain flood protection scheme*	Maintain flood warning	Flood forecasting	Property level protection scheme	Community flood action groups	Self help	Awareness raising	Maintenance	Site protection plans	Emergency plans/response	Planning policies
13/01							A	R		G	G			G	G	G		G	G

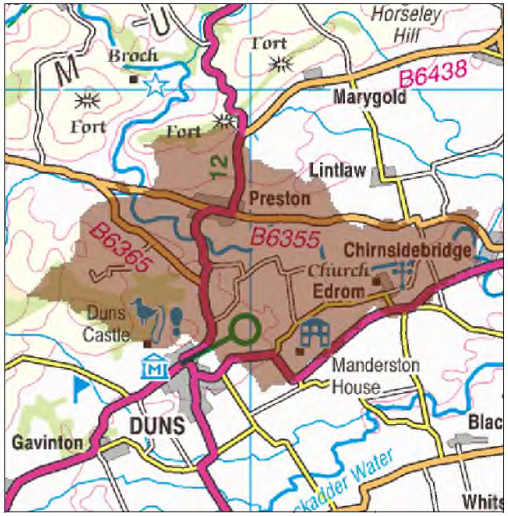
Summary of progress of actions to manage flood risk in West Linton (PVA 13/01)

Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022						These columns represent the progress to date on the delivery of each action in this PVA which makes up the INTERIM REPORT for the Tweed LFRMP	
Action	**Status (Red; Amber; Green)**	**Description**	**Delivery Lead**	**Start date**	**End date**	**Interim progress**	**Planned actions to complete**
Strategic mapping and modelling	**R**	Surface water mapping developments: improved data areas across LPD.	SEPA	01/06/16	31/12/16	Surface Water hazard maps use design rainfall estimates based on FEH99 methodology, this has now been superseded by FEH13 methodology. It is no longer considered appropriate to deliver this action as originally intended.	This action will not be delivered as described. New Surface water flood hazard maps will be developed over the remainder of Cycle 1 and be available early in Cycle 2. Investigations will take place to assess changes in Surface Water Hazard and Risk associated with the new FEH 13 data so consideration can be given for future actions in cycle 2.
Strategic mapping and modelling	**A**	Fluvial mapping developments: Upper Tweed Catchment	SEPA	01/06/16	31/12/17	No progress to date. Local authority flood study for the upper Tweed does not extend to this area.	SEPA will look at alternative approaches to improve SEPA flood hazard map in this area.
Strategic mapping and modelling	**A**	Assessment of flood risk in West Linton sewer catchment	Scottish Water	01/09/16	01/09/18	Delayed	Section 16 Assessment will not deliver within LFRMP timescales but is still on track to deliver within FRM Cycle 1
Maintain flood warning	**G**	Maintain the Romannobridge to Lyne Station	SEPA	Ongoing	Ongoing	Continued operation of the flood warning service	SEPA will continue to operate the flood warning service

		flood warning area.					
Flood forecasting	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Self help	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Awareness raising	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Maintenance	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Emergency plans/response	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Planning Policy	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					

Preston (Potentially Vulnerable Area 13/02)

Local Plan District	Local authority	Main catchment
Tweed	Scottish Borders Council	Whiteadder Catchment



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Summary of Progress for Preston

There are approximately 30 residential properties at risk of flooding. The Annual Average Damages are approximately £140,000.

Further information can be found in the Tweed Local Flood Risk Management Plan under PVA 13/02.

Key progress

Preston is now an active Resilient Community as part of the Abbey St Bathans/Bonkyl/Preston Community Council Area.

Overview of actions to manage flooding in Preston

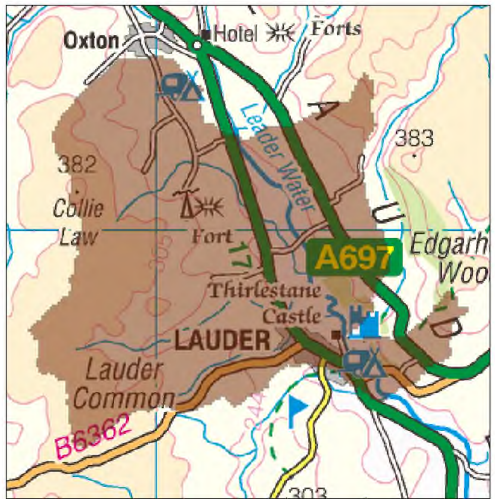
PVA	Flood protections scheme/works	Natural flood management works	New flood warning	Flood protection study	Natural flood management study	Surface water plan/study	Strategic mapping and modelling	Maintain flood protection scheme*	Maintain flood warning	Flood forecasting	Property level protection scheme	Community flood action groups	Self help	Awareness raising	Maintenance	Site protection plans	Emergency plans/response	Planning policies
13/02									G	G			G	G	G		G	G

Summary of progress of actions to manage flood risk in Preston (PVA 13/02)

Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022						These columns represent the progress to date on the delivery of each action in this PVA which makes up the INTERIM REPORT for the Tweed LFRMP	
Action	**Status**	**Description**	**Delivery Lead**	**Start date**	**End date**	**Interim progress**	**Planned actions to complete**
Maintain Flood Warning	**G**	Maintain the Preston to Paxton flood warning area.	SEPA	Ongoing	Ongoing	Continued operation of the flood warning service	SEPA will continue to operate the flood warning service
Flood Forecasting	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Self Help	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Awareness Raising	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Maintenance	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Emergency plans/response	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Planning Policy	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					

Lauder (Potentially Vulnerable Area 13/03)

Local Plan District	Local authority	Main catchment
Tweed	Scottish Borders Council	Leader Water



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Summary of Progress for Lauder

There are fewer than 10 residential and non-residential properties at risk of flooding. The Annual Average Damages are approximately £5,900.

Further information can be found in the Tweed Local Flood Risk Management Plan under PVA 13/02.

Overview of actions to manage flooding in Lauder

PVA	Flood protections scheme/works	Natural flood management works	New flood warning	Flood protection study	Natural flood management study	Surface water plan/study	Strategic mapping and modelling		Maintain flood protection scheme*	Maintain flood warning	Flood forecasting	Property level protection scheme	Community flood action groups	Self help	Awareness raising	Maintenance	Site protection plans	Emergency plans/response	Planning policies
13/03							A	G	G		G			G	G	G		G	G

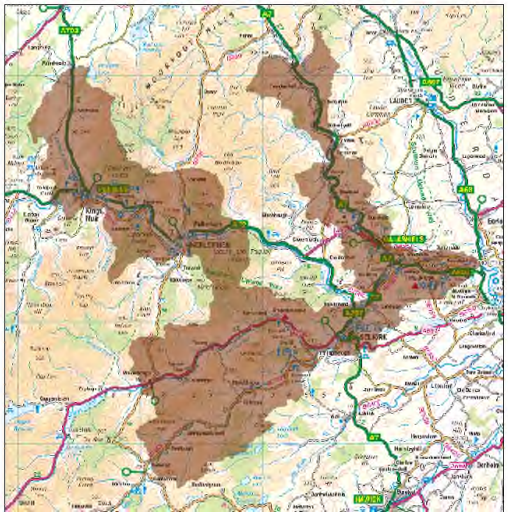
Summary of progress of actions to manage flood risk in Lauder (PVA 13/03)

Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022						Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022	
Action	**Status (Red; Amber; Green)(Red; Amber; Green)**	**Description**	**Delivery Lead**	**Start date**	**End date**	**Interim progress**	**Planned actions to complete**
Strategic mapping and modelling	**A**	Fluvial mapping developments: Leader Water area.	SEPA	01/06/16	31/12/20	No progress to date. Local authority study for Earlston (Leader Water) does not extend to this area.	SEPA will look at alternative approaches to improve SEPA flood hazard map in this area.
Strategic mapping and modelling	**G**	Assessment of flood risk in Lauder sewer catchment	Scottish Water	01/01/16	01/01/19	Complete	Action Complete
Maintain Flood Protection Scheme	**G**	Continue to maintain the Lauder Station Yard Flood Protection Scheme.	Scottish Borders Council	Ongoing	-	Inspections of Lauder Station Yard FPS in June 2016, June 2017 and July 2018.	Scottish Borders Council will continue to inspect Lauder Station Yard FPS on a yearly basis and undertake maintenance as required to ensure the scheme operates at peak efficiency.
Flood Forecasting	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Self Help	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Awareness Raising	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					

Maintenance	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.
Emergency plans/response	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.
Planning Policy	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.

Eddleston, Peebles, Innerleithen, Selkirk, Stow and Galashiels (Potentially Vulnerable Area 13/04)

Local Plan District	Local authority	Main catchment
Tweed	Scottish Borders Council	Tweed



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Summary of Progress for Eddleston, Peebles, Innerleithen, Selkirk, Stow and Galashiels

There are approximately 1,900 residential properties and 1,000 non-residential properties at risk of flooding. The Annual Average Damages are approximately £6.5 million.

Further information can be found in the Tweed Local Flood Risk Management Plan under PVA 13/04.

Key Progress

- Selkirk Flood Protection Scheme was completed in 2016 and officially opened 27th February 2017.
- A Flood study for Peebles, Innerleithen & Broughton is nearing completion, with exhibitions held in each area to present the findings. Final Appraisal Reports are being completed.
- Other actions – A property level protection scheme was completed in the Tweed Green area of Peebles providing resilience to flooding to 39 properties.

Overview of actions to manage flooding in Eddleston, Peebles, Innerleithen, Selkirk, Stow and Galashiels

PVA	Flood protections scheme/works	Natural flood management works	New flood warning	Flood protection study	Natural flood management study	Surface water plan/study	Strategic mapping and modelling		Maintain flood protection scheme*	Maintain flood warning	Flood forecasting	Property level protection scheme	Community flood action groups	Self help	Awareness raising	Maintenance	Site protection plans	Emergency plans/response	Planning policies
13/01	G			G	A	G	A	R	G	G	G		G	G	G	G		G	G

Summary of progress of actions to manage flood risk in Eddleston, Peebles, Innerleithen, Selkirk, Stow & Galashiels (13/04)

Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022						These columns represent the progress to date on the delivery of each action in this PVA which makes up the INTERIM REPORT for the Tweed LFRMP	
Action	**Status (Red; Amber; Green)**	**Description**	**Delivery Lead**	**Start date**	**End date**	**Interim progress**	**Planned actions to complete**
Flood protection scheme/works	**G**	Deliver Selkirk Flood Protection Scheme	Scottish Borders Council	01/01/14	27/02/17	Construction Complete, Scheme officially opened 27th February 2017.	N/A
Flood protection study	**G**	Undertake Flood study for Peebles, Broughton and Innerleithen to assess current flood risk and determine potential mitigation measures.	Scottish Borders Council	16/01/17	31/12/20	Flood study has progressed well, with public exhibitions held in each of the study area settlements. The study is due for completion with in the timescales specified in the Tweed LFRMP.	Complete final appraisal reports and assess outputs against prioritisation criteria.
Natural flood management study	**A**	Undertake a Natural flood management study for the Gala Water catchment	Scottish Borders Council	01/01/20	01/01/22	The NFM study will be delivered within the timescales stated in the LFRMP.	This action will be progressed after the Hawick NFM study has been commissioned.

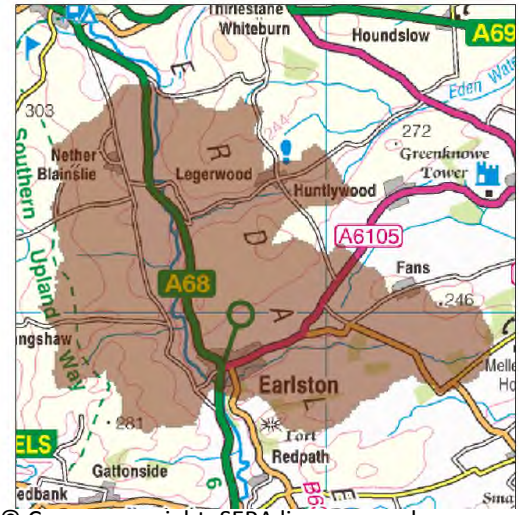
Surface water plan/study	**G**	Surface Water Management Plan to be developed for Peebles and Galashiels. Integrated Catchment Study (ICS) also to be developed for Galashiels.	Scottish Borders Council/Scottish Water	01/01/17	01/01/20	**Peebles** – Surface Water Management Plan COMPLETE. **Galashiels** – Surface Water Management Plan on-going and nearing completion. **Galashiels** – ICS COMPLETE. Study was stopped at scoping stage as there was limited interaction found between sewers and watercourses.	Galashiels – Incorporate final comments from stakeholders into surface water management plan. Will be completed within timescales stated in LFRMP.
Strategic mapping and modelling	**A**	Fluvial mapping developments: Gala Water, Ettrick Water, Upper Tweed, Eddleston Water and Biggar Burn areas.	SEPA	01/01/18	31/12/21	Screening undertaken to determine the data required for mapping improvements. SEPA priorities align with Scottish Borders Council study areas which are currently underway.	Review of the Councils Flood studies will inform any future updates to the existing flood mapping.
Strategic mapping and modelling	**R**	Surface water mapping developments: improved data areas across LPD + use of Peebles area and Galashiels	SEPA	01/01/18	31/12/16	Surface Water hazard maps use design rainfall estimates based on FEH99 methodology, this has now been superseded by FEH13 methodology. It is no longer considered appropriate to deliver this action as originally intended.	This action will not be taken forwards as described. New Surface water flood hazard maps will be developed over the remainder of Cycle 1 and be available early in Cycle 2. Investigations will take place to assess changes in Surface Water Hazard and Risk

		area SWMP and ICS results if appropriate.					associated with the new FEH 13 data so consideration can be given for future actions in cycle 2.
Strategic mapping and modelling	**G**	Assessment of flood risk in Galashiels; Melrose; Peebles; Selkirk & Walkerburn sewer catchments	Scottish Water	01/01/16	31/12/20	**Galashiels** – Section 16 assessment COMPLETE **Melrose** – Section 16 assessment COMPLETE **Peebles** – Section 16 assessment STARTED BUT DELAYED **Selkirk** – Section 16 assessment NOT STARTED **Walkerburn** – Section 16 Assessment - COMPLETE	**Galashiels –** Action Complete **Melrose** – Action Complete **Peebles** – Assessment will not deliver within LFRMP timescales but is still on track to deliver within FRM Cycle 1 **Selkirk** – On track to be delivered within agreed LFRMP timescales **Walkerburn –** Action Complete
Maintain flood protection scheme	**G**	Maintain flood protection schemes in Galashiels; Innerleithen; Peebles and Selkirk	Scottish Borders Council	Ongoing	Ongoing	**Galashiels** – Inspection of Galashiels Flood Prevention Scheme completed in June 2018 and maintenance to mill lade inlet completed in September 2018 **Innerleithen** – Inspection of Innerleithen (Hall St) Flood Prevention Scheme completed August 2017 & June 2018. **Peebles** – Inspection of Edderston Burn Flood Prevention Scheme completed in June 2018. **Selkirk** – Selkirk Flood Protection Scheme is now complete and a	Continue to carry out inspections annually on all flood protection schemes and undertake maintenance as necessary to ensure the continuing functionality of the scheme.

						walkover survey of the scheme was completed in May 2018.	
Maintain flood warning	**G**	Continue to maintain all flood warning areas in PVA 13/04	SEPA	Ongoing	Ongoing	Continued operation of the flood warning service. SEPA has renamed the 'Selkirk to Lindean' flood warning area as 'Lindean'	SEPA will continue to operate the flood warning service
Community flood action groups	**G**	Maintain Selkirk Long Philip Burn Flood Warning Group and the Galashiels Bakehouse Burn Flood Warning Group	Scottish Borders Council	Ongoing	Ongoing	Both flood warning groups remain active through Scottish Borders Council standalone water level monitoring system.	Scottish Borders Council shall continue to maintain the telemetry system for both flood warning group areas. More frequent checks on membership of each flood warning group should be undertaken annually to ensure both groups remain up to date.
Flood forecasting	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Self help	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Awareness raising	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Maintenance	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Emergency plans/response	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Planning Policy	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					

Earlston (Potentially Vulnerable Area 13/05)

Local Plan District	Local authority	Main catchment
Tweed	Scottish Borders Council	Leader Water



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Summary of Progress for Earlston

There are fewer than 70 residential properties and 50 non-residential properties at risk of flooding. The Annual Average Damages are approximately £640,000.

Further information can be found in the Tweed Local Flood Risk Management Plan under PVA 13/05.

Key Progress

- A Flood study for Earlston is nearing completion, with an exhibition having held to present the findings. Final Appraisal Reports are being completed.
- Earlston is now an active Resilient Communities Group.

Overview of actions to manage flooding in Earlston

PVA	Flood protections scheme/works	Natural flood management works	New flood warning	Flood protection study	Natural flood management study	Surface water plan/study	Strategic mapping and modelling		Maintain flood protection scheme*	Maintain flood warning	Flood forecasting	Property level protection scheme	Community flood action groups	Self help	Awareness raising	Maintenance	Site protection plans	Emergency plans/response	Planning policies
13/05				G			A	R	G	G	G			G	G	G		G	G

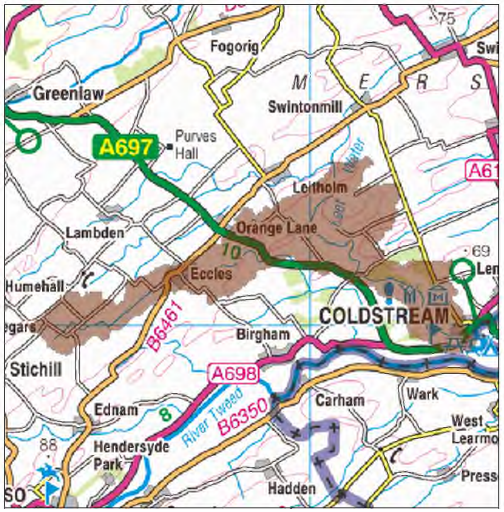
Summary of progress of actions to manage flood risk in Earlston (PVA 13/05)

Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022						These columns represent the progress to date on the delivery of each action in this PVA which makes up the INTERIM REPORT for the Tweed LFRMP	
Action	**Status (Red; Amber; Green)**	**Description**	**Delivery Lead**	**Start date**	**End date**	**Interim progress**	**Planned actions to complete**
Flood protection study	**G**	Undertake Flood study for Earlston to assess current flood risk and determine potential mitigation measures.	Scottish Borders Council	16/01/17	31/12/18	Flood study has progressed well, with a public exhibition held to show the outputs from the study. The study is due for completion with in the timescales specified in the Tweed LFRMP.	Complete final appraisal reports and assess outputs against prioritisation criteria.
Strategic mapping and modelling	**A**	Fluvial mapping developments: Leader Water Area	SEPA	01/06/16	31/12/20	Areas of improvement identified, some of which align with priority areas highlighted by Scottish Borders Council's flood study areas.	Review of the Council's Flood studies will inform any future updates to the existing flood mapping.
Strategic mapping and modelling	**R**	Surface water mapping developments: improved data areas across LPD.	SEPA	01/06/16	31/12/20 16	Surface Water hazard maps use design rainfall estimates based on FEH99 methodology, this has now been superseded by FEH13 methodology. It is no longer considered	This action will not be taken forwards as described. New Surface water flood hazard maps will be developed over the remainder of Cycle 1 and be available early in Cycle 2. Investigations will take place to assess changes in Surface Water

						appropriate to deliver this action as originally intended.	Hazard and Risk associated with the new FEH 13 data so consideration can be given for future actions in cycle 2.
Strategic mapping and modelling	**A**	Assessment of flood risk in the Earlston sewer catchment	Scottish Water	01/01/16	31/12/17	Delayed	Section 16 Assessment will not deliver within LFRMP timescales but is still on track to deliver within FRM Cycle 1
Maintain flood warning	**G**	Maintain the Earlston Flood Warning Area	SEPA	Ongoing	Ongoing	Continued operation of the flood warning service	SEPA will continue to operate the flood warning service
Maintain flood protection scheme	**G**	Continue to maintain the existing Turfford Burn Flood Prevention Scheme.	Scottish Borders Council	Ongoing	Ongoing	Inspections of the Turfford Burn Flood Prevention Scheme were undertaken July 2016, June 2017 and June 2018.	Scottish Borders Council will continue to inspect the Turfford Burn Flood Prevention Scheme on a yearly basis and undertake maintenance as required to ensure the scheme operates at peak efficiency.
Flood forecasting	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Self help	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Awareness raising	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Maintenance	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Emergency plans/response	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Planning Policy	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					

Coldstream (Potentially Vulnerable Area 13/06)

Local Plan District	Local authority	Main catchment
Tweed	Scottish Borders Council	River Tweed



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Summary of Progress for Coldstream

There are fewer than 10 residential properties and non-residential properties at risk of flooding. The Annual Average Damages are approximately £51,000.

Further information can be found in the Tweed Local Flood Risk Management Plan under PVA 13/06.

Key Progress

- Coldstream is now an active Resilient Communities Group.

Overview of actions to manage flooding in Coldstream

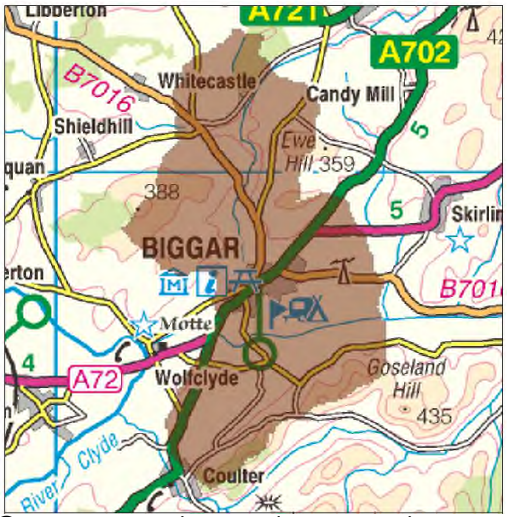
	Flood protections scheme/works	Natural flood management works	New flood warning	Flood protection study	Natural flood management study	Surface water plan/study	Strategic mapping and modelling	Maintain flood protection scheme*	Maintain flood warning	Flood forecasting	Property level protection scheme	Community flood action groups	Self help	Awareness raising	Maintenance	Site protection plans	Emergency plans/response	Planning policies
13/06							G		G	G			G	G	G		G	G

Summary of progress of actions to manage flood risk in Coldstream (PVA 13/06)

Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022						These columns represent the progress to date on the delivery of each action in this PVA which makes up the INTERIM REPORT for the Tweed LFRMP	
Action	**Status (Red; Amber; Green)**	**Description**	**Delivery Lead**	**Start date**	**End date**	**Interim progress**	**Planned actions to complete**
Strategic mapping and modelling	**G**	Assessment of flood risk in the Coldstream sewer catchment	Scottish Water	01/01/16	01/12/19	Not started	On track to deliver within agreed LFRMP timescales.
Maintain flood warning	**G**	Maintain the Earlston Flood Warning Area	SEPA	Ongoing	Ongoing	Continued operation of the flood warning service	SEPA will continue to operate the flood warning service
Flood forecasting	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Self help	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Awareness raising	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Maintenance	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Emergency plans/response	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Planning Policy	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					

Biggar (Potentially Vulnerable Area 13/07)

Local Plan District	Local authority	Main catchment
Tweed	South Lanarkshire Council	Biggar Water



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Summary of Progress for Biggar

There are approximately 40 residential properties and 20 non-residential properties at risk of flooding. The Annual Average Damages are approximately £120,000.

Further information can be found in the Tweed Local Flood Risk Management Plan under PVA 13/07.

Overview of actions to manage flooding in Biggar

	Flood protections scheme/works	Natural flood management works	New flood warning	Flood protection study	Natural flood management study	Surface water plan/study	Strategic mapping and modelling		Maintain flood protection scheme*	Maintain flood warning	Flood forecasting	Property level protection scheme	Community flood action groups	Self help	Awareness raising	Maintenance	Site protection plans	Emergency plans/response	Planning policies
13/07				A			A	A	G		G			G	G	G		G	G

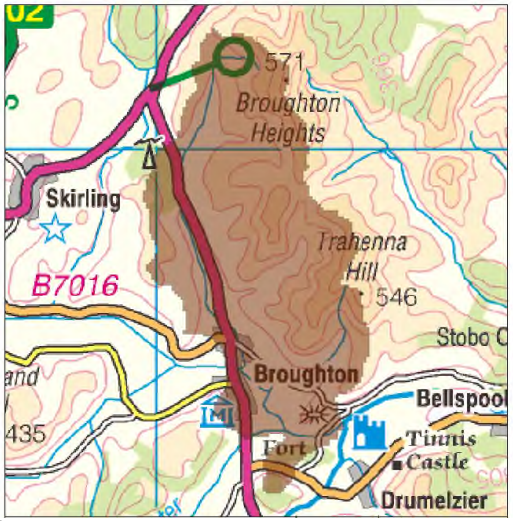
Summary of progress of actions to manage flood risk in Biggar (PVA 13/07)

Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022						These columns represent the progress to date on the delivery of each action in this PVA which makes up the INTERIM REPORT for the Tweed LFRMP	
Action	**Status (Red; Amber; Green)**	**Description**	**Delivery Lead**	**Start date**	**End date**	**Interim progress**	**Planned actions to complete**
Flood protection study	**G**	Undertake Flood study for Biggar to assess current flood risk and determine potential mitigation measures.	South Lanarkshire Council	April 2019	2020	A brief for this project is currently being drafted. South Lanarkshire Council have programmed to undertake this work over 2019/2020 subject to available resources.	South Lanarkshire Council has had discussion with SEPA and the Tweed Forum regarding the study. The study is now programmed to take place 2019/20 subject to available resources.
Strategic mapping and modelling	**A**	Assessment of flood risk in the Biggar sewer catchment	Scottish Water	01/01/16	01/12/18	Delayed	Assessment will not deliver within LFRMP timescales but is still on track to deliver within FRM Cycle 1
Strategic mapping and modelling	**A**	Fluvial mapping developments: Upper Tweed, Eddleston Water and Biggar Burn	SEPA	01/06/18	31/12/21	Areas of improvement identified, some of which align with priority areas for a flood protection study highlighted by South Lanarkshire Council.	Review of the South Lanarkshire Council's flood study to inform any future updates to the existing flood mapping.
Maintain flood protection scheme	**G**	Maintain existing flood accommodation	South Lanarkshire Council	Ongoing	Ongoing	On-going maintenance	Continue maintenance programme.

		system at Biggar High School					
Flood forecasting	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Self help	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Awareness raising	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Maintenance	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Emergency plans/response	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Planning Policy	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					

Broughton (Potentially Vulnerable Area 13/08)

Local Plan District	Local authority	Main catchment
Tweed	Scottish Borders Council	River Tweed



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Summary of Progress for Broughton

There are approximately 40 residential properties and fewer than 10 non-residential properties at risk of flooding. The Annual Average Damages are approximately £160,000.

Further information can be found in the Tweed Local Flood Risk Management Plan under PVA 13/08.

Key Progress

- A Flood study for Peebles, Innerleithen & Broughton is nearing completion, with exhibitions held in each area to present the findings. Final Appraisal Reports are being completed.
- Broughton is now an active Resilient Communities Group.

Overview of actions to manage flooding in Broughton

	Flood protections scheme/works	Natural flood management works	New flood warning	Flood protection study	Natural flood management study	Surface water plan/study	Strategic mapping and modelling	Maintain flood protection scheme*	Maintain flood warning	Flood forecasting	Property level protection scheme	Community flood action groups	Self help	Awareness raising	Maintenance	Site protection plans	Emergency plans/response	Planning policies
13/08				G			A			G			G	G	G		G	G

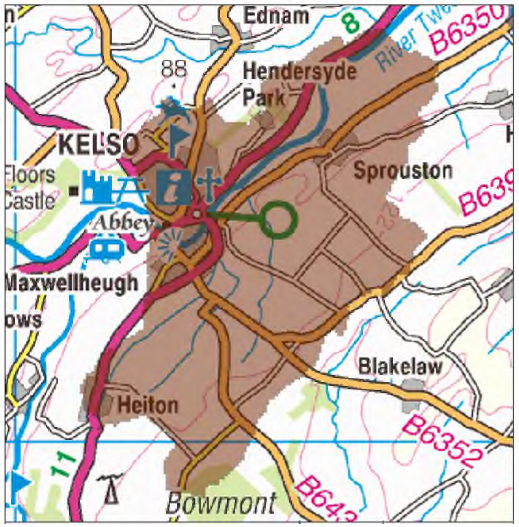
Summary of progress of actions to manage flood risk in Broughton (PVA 13/08)

Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022						Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022	
Action	**Status (Red; Amber; Green)**	**Description**	**Delivery Lead**	**Start date**	**End date**	**Interim progress**	**Planned actions to complete**
Flood protection study	**G**	Undertake Flood study for Peebles, Broughton and Innerleithen to assess current flood risk and determine potential mitigation measures.	Scottish Borders Council	16/01/16	31/12/20	Flood study has progressed well, with public exhibitions held in each of the study area settlements. The study is due for completion with in the timescales specified in the Tweed LFRMP.	Complete final appraisal reports and assess outputs against prioritisation criteria.
Strategic mapping and modelling	**A**	Fluvial mapping developments: Gala Water, Ettrick Water, Upper Tweed, Eddleston Water and Biggar Burn areas.	SEPA	01/06/16	31/12/17	Screening undertaken to determine the data required for mapping improvements. SEPA priorities align with Scottish Borders Council study areas which are currently underway.	Review of the Council's Flood studies will inform any future updates to the existing flood mapping.
Flood forecasting	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Self help	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					

Awareness raising	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.
Maintenance	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.
Emergency plans/response	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.
Planning Policy	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.

Kelso (Potentially Vulnerable Area 13/09)

Local Plan District	Local authority	Main catchment
Tweed	Scottish Borders Council	River Tweed



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Summary of Progress for Kelso

There are approximately 90 residential properties and 30 non-residential properties at risk of flooding. The Annual Average Damages are approximately £120,000.

Further information can be found in the Tweed Local Flood Risk Management Plan under PVA 13/09.

Overview of actions to manage flooding in Kelso

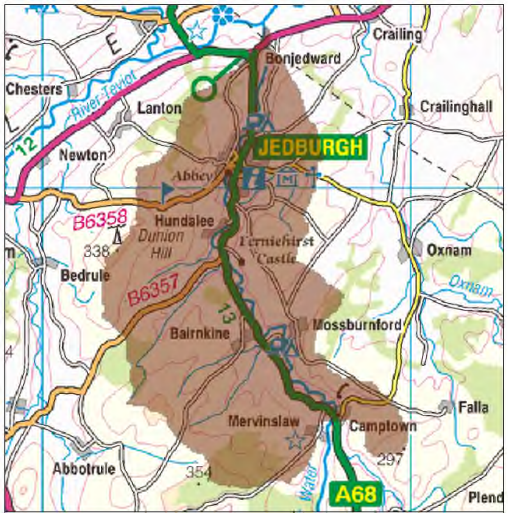
	Flood protections scheme/works	Natural flood management works	New flood warning	Flood protection study	Natural flood management study	Surface water plan/study	Strategic mapping and modelling	Maintain flood protection scheme*	Maintain flood warning	Flood forecasting	Property level protection scheme	Community flood action groups	Self help	Awareness raising	Maintenance	Site protection plans	Emergency plans/response	Planning policies
13/09							G		G	G			G	G	G		G	G

Summary of progress of actions to manage flood risk in Kelso (PVA 13/09)

Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022						Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022	
Action	**Status (Red; Amber; Green)**	**Description**	**Delivery Lead**	**Start date**	**End date**	**Interim progress**	**Planned actions to complete**
Strategic mapping and modelling	**G**	Assessment of flood risk in Kelso sewer catchment	Scottish Water	01/01/16	31/12/20	Section 16 Sewer Assessment progressing as scheduled.	On track to deliver within agreed LFRMP timescales.
Maintain Flood Warning	**G**	Maintain Kelso to Coldstream Flood Warning Area	SEPA	Ongoing	-	Continued operation of the flood warning service	SEPA will continue to operate the flood warning service
Flood forecasting	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Self help	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Awareness raising	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Maintenance	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Emergency plans/response	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Planning Policy	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					

Jedburgh (Potentially Vulnerable Area 13/10)

Local Plan District	Local authority	Main catchment
Tweed	Scottish Borders Council	Jed Water



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Summary of Progress for Jedburgh

There are approximately 130 residential properties and 140 non-residential properties at risk of flooding. The Annual Average Damages are approximately £720,000.

Further information can be found in the Tweed Local Flood Risk Management Plan under PVA 13/10.

Key Progress

- The Jedburgh Skiprunning Burn Flood Protection Scheme was completed in 2016.
- Jedburgh is now an active Resilient Communities Group.

Overview of actions to manage flooding in Jedburgh

	Flood protections scheme/works	Natural flood management works	New flood warning	Flood protection study	Natural flood management study	Surface water plan/study	Strategic mapping and modelling	Maintain flood protection scheme*	Maintain flood warning	Flood forecasting	Property level protection scheme	Community flood action groups	Self help	Awareness raising	Maintenance	Site protection plans	Emergency plans/response	Planning policies
13/10							G	G	G	G	G	G	G	G	G		G	G

Summary of progress of actions to manage flood risk in Jedburgh (PVA 13/10)

Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022						Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022	
Action	**Status (Red; Amber; Green)**	**Description**	**Delivery Lead**	**Start date**	**End date**	**Interim progress**	**Planned actions to complete**
Strategic mapping and modelling	**G**	Assessment of flood risk in Jedburgh sewer catchment	Scottish Water	01/01/16	31/12/20	Section 16 Sewer Assessment progressing as scheduled.	On track to deliver within agreed LFRMP timescales.
Maintain flood protection scheme	**G**	Maintain Jedburgh Richmond Row FPS and Skiprunning Burn FPS	Scottish Borders Council	Ongoing	Ongoing	Inspection of the Jedburgh Richmond Row FPS in August 2017 and June 2018. With maintenance work undertaken September 2018. Inspection of Skiprunning Burn FPS and Skiprunning Burn undertaken July 2016, August 2017 and May 2018.	Continue to carry out inspections annually on all flood protection schemes and undertake maintenance as necessary to ensure the continuing functionality of the scheme.
Maintain Flood Warning	**G**	Maintain the Camptown to Jedburgh and the Jedburgh to Jedfoot Bridge flood warning areas.	SEPA	Ongoing	Ongoing	Continued operation of the flood warning service	SEPA will continue to operate the flood warning service

Property level protection scheme	**G**	Property Level Protection implemented as part of the Skiprunning Burn FPS	Scottish Borders Council	Ongoing	Ongoing	Flood resilient doors have reduced the impacts of flooding during January 2016 flood event.	Continue to work with residents and housing associations to ensure the property level protection remains fit for purpose.
Community flood action groups		Maintain Jedburgh Skiprunning Burn Flood Warning Group.	Scottish Borders Council	Ongoing	Ongoing	The flood warning group remains active through Scottish Borders Council standalone water level monitoring system.	Scottish Borders Council shall continue to maintain the telemetry system for the flood warning group. More frequent checks on the membership of the flood warning group should be undertaken to ensure the group members remain up to date.
Flood forecasting	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Self help	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Awareness raising	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Maintenance	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Emergency plans/response	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Planning Policy	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					

Denholm (Potentially Vulnerable Area 13/11)

Local Plan District	Local authority	Main catchment
Tweed	Scottish Borders Council	River Teviot

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Summary of Progress for Denholm

There are fewer than 10 residential and non-residential properties at risk of flooding. The Annual Average Damages are approximately £25,000.

Further information can be found in the Tweed Local Flood Risk Management Plan under PVA 13/11.

Key Progress

- Denholm is now an active Resilient Communities Group.

Overview of actions to manage flooding in Denholm

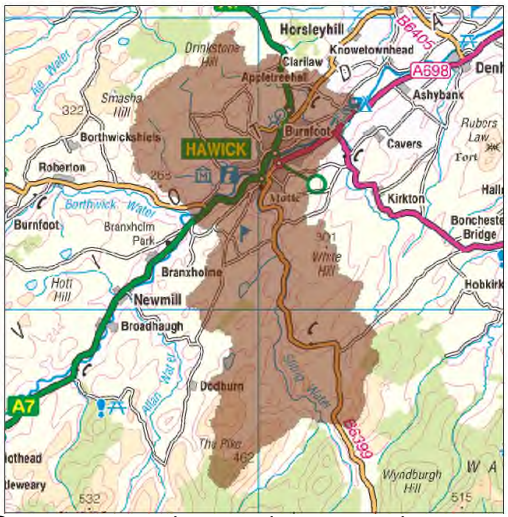
	Flood protections scheme/works	Natural flood management works	New flood warning	Flood protection study	Natural flood management study	Surface water plan/study	Strategic mapping and modelling	Maintain flood protection scheme*	Maintain flood warning	Flood forecasting	Property level protection scheme	Community flood action groups	Self help	Awareness raising	Maintenance	Site protection plans	Emergency plans/response	Planning policies
13/11								G	G	G			G	G	G		G	G

Summary of progress of actions to manage flood risk in Denholm (PVA 13/11)

Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022						Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022	
Action	**Status (Red; Amber; Green)**	**Description**	**Delivery Lead**	**Start date**	**End date**	**Interim progress**	**Planned actions to complete**
Maintain flood protection scheme	**G**	Maintain Denholm Flood Prevention Scheme	Scottish Borders Council	Ongoing	Ongoing	Inspection of the Denholm Flood Prevention Scheme completed in August 2016, August 2017 and June 2018.	Continue to carry out inspections annually on all flood protection schemes and undertake maintenance as necessary to ensure the continuing functionality of the scheme.
Maintain Flood Warning	**G**	Maintain the Hawick to Monteviot flood warning area.	SEPA	Ongoing	Ongoing	Continued operation of the flood warning service	SEPA will continue to operate the flood warning service
Flood forecasting	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Self help	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Awareness raising	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Maintenance	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Emergency plans/response	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Planning Policy	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					

Hawick (Potentially Vulnerable Area 13/12)

Local Plan District	Local authority	Main catchment
Tweed	Scottish Borders Council	River Teviot



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Reproduced from Tweed Flood Risk Management Strategy, SEPA (December 2015).

Summary of Progress for Hawick

There are approximately 600 residential properties and 440 non-residential properties at risk of flooding. The Annual Average Damages are approximately £2.5 million.

Further information can be found in the Tweed Local Flood Risk Management Plan under PVA 13/12.

Key Progress

- The Hawick Flood Protection Scheme is now a confirmed scheme under the FRM Act and is progressing through the detailed design phase with construction due to commence in January 2020
- The Hawick Flood Group are very proactive in the town and work closely with Scottish Borders Council to prepare for flooding and assist during times of flooding.
- Hawick is also an active Resilient Communities Group.

Overview of actions to manage flooding in Hawick

	Flood protections scheme/works	Natural flood management works	New flood warning	Flood protection study	Natural flood management study	Surface water plan/study	Strategic mapping and modelling		Maintain flood protection scheme*	Maintain flood warning	Flood forecasting	Property level protection scheme	Community flood action groups	Self help	Awareness raising	Maintenance	Site protection plans	Emergency plans/response	Planning policies
13/12	R				G	A	G	A		G	G		G	G	G	G		G	G

Summary of progress of actions to manage flood risk in Hawick (PVA 13/12)

Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022						Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022	
Action	**Status (Red; Amber; Green)**	**Description**	**Delivery Lead**	**Start date**	**End date**	**Interim progress**	**Planned actions to complete**
Flood protection scheme works	**R**	Develop a flood protection scheme for Hawick to mitigate the risk of flooding in the town centre from a 1:75 year event from the River Teviot.	Scottish Borders Council	2016	2022	Hawick Flood Protection Scheme is now a formally approved scheme and is progressing through detailed design. It was initially proposed that construction would begin in July 2019 with completion due Winter 2021. Due to the multiple benefits that have derived since the approval of the Hawick FPS a number of other opportunities deliverable within a large Civil Engineering project and related to the flood scheme are being developed in tandem by the project team. This has meant that revised programme has been developed to ensure the	Construction of the Hawick FPS is now scheduled to commence in January 2020 within the time frames of the first FRM Cycle. Due to the revised programme completion of the scheme is now scheduled for November 2022 at the beginning of the second FRM Cycle 2022 – 2028. The completion date is still within the National 10 year funding cycle (2016 – 2026) to deliver flood schemes detailed in the first FRM Cycle 2016 – 2022.

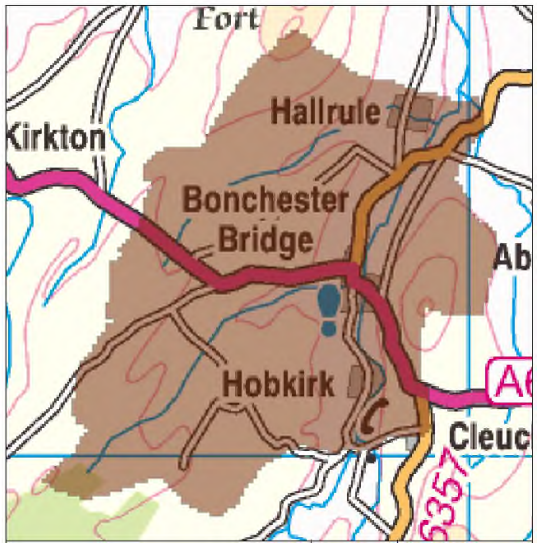
						successful delivery of the Hawick FPS and associated projects. These include the formation of a SUSTRANS 4m WIDE, 7km LONG walking/cycle route through the town incorporating 3 new footbridges across the river; a new Scottish Water pumping station & associated river outfalls to improve the operational efficiency of the WwTW serving the town; creation of new park space in Weensland and civic space in Mansfield Road. All of these elements will be funded by 3rd parties.	
Natural flood management study	**G**	Undertake a Natural flood management study for the catchment above Hawick covering the Teviot, Slitrig and Borthwick Waters.	Scottish Borders Council	01/11/16	31/12/20	Scoping exercise has begun with a view to determining how Natural flood management in a large catchment can be identified and the benefits quantified to reduce flood risk in Hawick. It is envisaged to have a	Proceed with developing scoping and contract documents with a view to undertaking a tender exercise to commission a consultant in January 2019.

						consultant commissioned by Spring 2019.	
Surface water plan/study	**A**	Surface Water Management Plan to be developed for Hawick	Scottish Borders Council	03/03/17	31/12/19	Consultant has been commissioned with a significant volume of the work already been done as part of the wider Hawick Flood Protection Scheme.	Formally commission consultant to undertake SWMP in tandem with work being done on Hawick FPS
Strategic mapping and modelling	**G**	Assessment of flood risk in Hawick sewer catchment	Scottish Water	01/01/16	31/12/20	Section 16 Sewer Assessment progressing as scheduled.	On track to deliver within agreed LFRMP timescales.
Strategic mapping and modelling	**A**	Fluvial mapping developments: River Teviot area.	SEPA	01/01/16	31/12/18	Screening undertaken to determine the data required for mapping improvements. SEPA priorities align with the mapping work undertaken by Scottish Borders Council as part of the Hawick Flood Protection Scheme preparation.	Review of the Council's flood modelling and mapping will inform any future updates to the existing flood mapping.
Maintain Flood Warning	**G**	Maintain the Hawick (Slitrig) flood warning area and the Hawick (Teviot) and the Hawick to Monteviot flood warning areas.	SEPA	Ongoing	Ongoing	Continued operation of the flood warning service	SEPA will continue to operate the flood warning service

Community flood action groups		Continue to work and support the Hawick Flood Group.	Scottish Borders Council	Ongoing	Ongoing	Hawick Flood Group continues to be proactive in the town promoting resilience to flooding. They have also assisted the Council during times of flood warning and work closely with emergency responders during times of flooding.	Scottish Borders Council shall continue to support the Hawick Flood Group in any activities which will raise resilience and awareness of flooding to the general public in Hawick.
Flood forecasting	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Self help	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Awareness raising	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Maintenance	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Emergency plans/response	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Planning Policy	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					

Bonchester Bridge (Potentially Vulnerable Area 13/13)

Local Plan District	Local authority	Main catchment
Tweed	Scottish Borders Council	Rule Water



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Summary of Progress for Bonchester Bridge

There are approximately 40 residential properties and fewer than 10 non-residential properties at risk of flooding.

Further information can be found in the Tweed Local Flood Risk Management Plan under PVA 13/13.

Key Progress

- Other Actions – Flood damage repair to river bank undertaken to rear of gardens on Weens Place.

Overview of actions to manage flooding in Bonchester Bridge

	Flood protections scheme/works	Natural flood management works	New flood warning	Flood protection study	Natural flood management study	Surface water plan/study	Strategic mapping and modelling	Maintain flood protection scheme*	Maintain flood warning	Flood forecasting	Property level protection scheme	Community flood action groups	Self help	Awareness raising	Maintenance	Site protection plans	Emergency plans/response	Planning policies
13/13										G			G	G	G		G	G

Summary of progress of actions to manage flood risk in Bonchester Bridge (PVA 13/13)

Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022						Information in these columns represents what was proposed as an action in the Tweed LFRMP to manage flood risk in this PVA during the first Flood Risk Management Cycle 2016 - 2022	
Action	**Status (Red; Amber; Green)**	**Description**	**Delivery Lead**	**Start date**	**End date**	**Interim progress**	**Planned actions to complete**
Flood forecasting	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Self help	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Awareness raising	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Maintenance	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Emergency plans/response	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					
Planning Policy	**G**	LPD Wide Action see above - Figure 3: Progress with LPD-wide Actions for the Tweed LPD Click here.					

List of Acronyms and Abbreviations

FRM	Flood Risk Management
ICS	Integrated Catchment Study
LFRMP	Local Flood Risk Management Plan
LPD	Local Plan District
NFM	Natural Flood Management
PVA	Potentially Vulnerable Area
Q&S	Quality & Standards (Scottish Water)
SEPA	Scottish Environment Protection Agency
SR10/15	Spending Review periods for 2010-2015 and 2016-2021 for Scottish Water capital maintenance expenditure
SWMP	Surface Water Management Planning

Appendix 1: Flood risk management responsibilities in Scotland and the legal requirement for the publication of this INTERIM REPORT

Flood risk management in Scotland

The Scottish Ministers, SEPA and responsible authorities must exercise their flood risk related functions with a view to reducing overall flood risk (reference Section 1(1) of the Flood Risk Management (Scotland) Act 2009).

Through the preparation of a national flood risk assessment and setting of objectives to reduce the level of flood risk by SEPA, which is published in Flood Risk Management Strategy, and the publication of Local Flood Risk Management Plan's by 'lead' local authorities, which detail how and when the actions agreed to meet these objectives are to be done, SEPA and all responsible authorities must act to manage flood risk in a sustainable way.

Flood Risk Management Strategy for Tweed Local Plan District
Local Flood Risk Management Plan for Tweed Local Plan District.

Legal requirement

This document sets out the conclusions of the review of the Local Flood Risk Management Plan (LFRMP) for the Tweed Local Plan District (LPD) as required by Section 37 of the Flood Risk Management (Scotland) Act 2009 (the "Act").

37 Local flood risk management plans: interim report
(1) Not earlier than 2 years and not later than 3 years after a local flood risk management plan is finalised, the lead authority must —
(a) review the plan, and
(b) publish a report on the conclusions of the review including information on the progress that has been made towards implementing the measures identified in the implementation part of the plan.
(2) The lead authority must make copies of the report available for public inspection.

The TEAMB LFRMP, which includes the 'implementation part of the plan', was published in June 2016. The Interim Report is therefore to be published between July 2018 and June 2019. The Interim Report will provide a summary of the LFRMP actions ('measures') and the proposed delivery timescales.

The information on progress will include:

- an assessment of the progress towards implementing each of the actions;
- reasons for any actions where delivery is not as planned; and
- a description of arrangements planned to deliver the remaining actions and to address delayed actions.

The Interim Report is published by the 'lead authority' as defined by Section 34(9) of the Act in partnership with SEPA and the 'responsible authorities', as defined by Section 5 of the Act, will be in the LPD. The approval of the Interim Report will be in accordance with the agreed governance arrangements in the LPD. The responsible authorities for the Tweed LPD are:

- Scottish Borders Council (lead authority)
- South Lanarkshire Council
- Scottish Water
- Forestry Commission Scotland

The lead authority must also publish a Final Report on the LFRMP under Section 38 of the Act between July 2021 and June 2022 (not earlier than 5 years and not later than 6 years from the publication of the plan). The Final Report will provide an assessment of current actions and a summary of current actions not implemented, with reasons for their non-implementation. The Final Report will also include a description of any other measures implemented, which the lead authority considers have contributed to the achievement of the objectives summarised in the LFRMP.

Publication

The published Interim Report for the Tweed LFRMP will be made available for public inspection, as per Section 37(2) of the Act, via the website of the lead authority, Scottish Borders Council:

search for “Interim Report LFRMP”.

Links to the published Interim Report for the Tweed LFRMP will also be provided from Scottish Government, SEPA and other responsible authority websites.

A hard (paper) copy of the published Interim Report for the Tweed LFRMP is also available for public inspection on weekdays between 9am and 5pm at the following location(s):

Scottish Borders Council, Council HQ, Newtown St Boswells TD6 0SA

Copies of the published Interim Report for the Tweed LFRMP may also be available at offices of other responsible authorities. It is advised that the responsible authority be contacted to make such arrangements.

Detailed arrangements for publication of the Interim Report for the Tweed LFRMP are in Appendix 2.

Appendix 2: Publication details

Flood Risk Management (Scotland) Act 2009
Publication of Interim Report for the Tweed Local Flood Risk Management Plan – Summary of Proposed Communications Activities

The following communications activities will be used to publicise and make the interim report available:

- Upon finalising the Interim Report for the Tweed Local FRM Plan, Sections 37(2), 53 and 54 of the Flood Act also specifically require Scottish Borders Council, as the lead authority, to
    - Publish an Interim Report on the Tweed Local FRM Plan;
    - Make copies of the Interim Report available for public inspection free of charge and at all reasonable times;
    - Publicise the arrangements for making it available by means of a notice in the appropriate newspapers (at least one Scottish newspaper and such local newspapers within the LPD as considered appropriate)

- The Interim Report for the Tweed Local FRM Plan will be published in a hard copy format and a pdf version will also be made available on the Council's website at ????????

- Hard copies of the Interim Report for the Tweed Local FRM Plan will be held and made available upon request within the Council's Customer Contact Centres and Libraries.

- A letter (with a pdf version on DVD) will be sent to SEPA and the Scottish Ministers.

- On or before the publication date [*to be advised*], public notices will be placed in the *??????* fulfilling our duties to publicise the Interim Report in accordance with Sections 37, 53 and 54 of the 2009 Act.

- Subject to the agreement of the Tweed LPD Partnership, the Interim Report will be uploaded to the Council's web site at ????????

- Announcements will be posted on social media (Scottish Borders Council Facebook and Twitter pages).

- An e-mail will be sent to any Local resilience groups within a PVA.

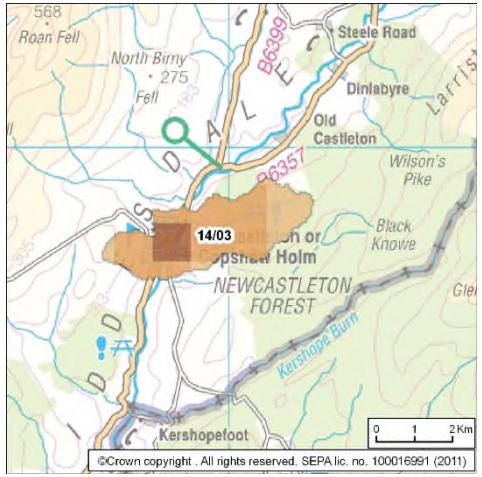
As the lead authority for the Tweed LPD, we would suggest that the other local authorities within the Tweed LPD Partnership undertake the following minimum activities in order to coordinate communications across the Tweed LPD as follows:

- Write to the relevant Community Councils within the PVAs in their local authority area to alert them to the publication of the Interim Report and advise them how to access it. They can then disseminate this information to their members and potentially other local groups that the Council may not have contact with.
- Update Council webpages to provide an update on the Flood act and a link to the Tweed Local FRM Plan and SEPA strategies.
- Social media announcements. Each local authority will be able to share/like/retweet each other's social media posts to increase the audience reached.

Other Responsible authorities that make up the Local Plan District Partnership are also invited to advertise the publication of the Interim Report on their websites and via social media.
Any further communications activities are then up to each individual responsible authority based on their individual Communications and / or Consultation policies and procedures.

Newcastleton (Potentially Vulnerable Area 14/03)

Local Plan District	Local authority	Main catchment
Solway Local Plan District	Dumfries and Galloway Council	Liddel Water



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Reproduced from Solway Local Plan District Flood Risk Management Strategy, SEPA (December 2015).

Summary of Progress for Newcastleton

There are approximately 140 residential properties and 10 non-residential properties at risk of flooding. The Annual Average Damages are approximately £160,000. Further information can be found in the Solway Local Flood Risk Management Plan under PVA 14/03.

Key Progress:

- Newcastleton Flood Study is nearing completion, with a public exhibition held to present the findings. Final Appraisal Reports are being completed.
- Newcastleton Surface Water Management Plan is nearing completion and due to be finalised within Q1 2019.
- Newcastleton is now an active Resilient Communities Group.

Overview of actions to manage flooding in Newcastleton

PVA	Flood protection scheme / works	Natural flood management works	New flood warning	Community flood action groups	Property level protection scheme	Site protection plans	Flood protection study	Natural flood management study	Maintain flood warning*	Awareness raising	Surface water plan / study	Emergency plans / response	Maintain flood protection scheme*	Strategic mapping and modelling	Flood forecasting	Self help	Maintenance	Planning policies
Newcastleton (14/03)				G			G		G	G	G	G		G	G	G	G	G

Summary of progress of actions to manage flood risk in the Newcastleton (PVA 14/03)

Action	Status	Description	Delivery Lead	Planned Dates	Progress in Delivery, including key deliverables and dates	Revised dates and planned actions to complete / address delay
Community Flood Action Groups	G	Scottish Borders Council plans is currently in discussion with Newcastleton and District Community Council with a view to forming a Resilient Communities Group which would take action in the event of a flood.	Community	Completed	Scottish Borders Council has facilitated the setup of a resilient communities group in Newcastleton.	Scottish Borders Council will continue to work closely with Newcastleton resilient communities group, other local groups and members of the public to raise awareness of flood risk. Work together towards a group that is capable of taking action during a flood event.
Flood Protection Study	G	A flood study is recommended to develop upon previous studies, incorporating the most up to date information. The study will further investigate the feasibility of a flood protection scheme in Newcastleton,	Scottish Borders Council	Completion in 2019.	Flood Study has progressed well, with a public exhibition outlining initial plans held in Newcastleton to gain public feedback. The study is due for	Complete final appraisal reports and assess outputs against prioritisation criteria. This work is programmed for completion with in the timescales specified

		focussing on the benefit of direct flood defences on the Liddel Water and further property level protection scheme. This study should also consider natural flood management action to reduce runoff into the town. Other actions may also be considered to select the most sustainable combination of actions.			completion with in the timescales specified in the Solway LFRMP.	in the Solway LFRMP.
Maintain Flood Warning	**G**	Continue to maintain the Newcastleton Village flood warning area which is part of the Newcastleton river flood warning scheme. When flood events occur in an area with a flood warning service, SEPA will seek to verify and validate the warning service. SEPA will use feedback and post-event data to ensure that our flood warning service is timely and accurate.	SEPA		Continued maintaining the Newcastleton Village flood warning area. Site visits and refinement of the flood warning have taken place to increase accuracy on site.	Continue to maintain the Newcastleton Village flood warning area.
Surface Water Plan / Study	**G**	The area must be covered by a surface water management plan or plans that set objectives for the management of surface water flood risk and identify the most sustainable actions to achieve the objectives.	Scottish Borders Council		Newcastleton Surface Water Management Plan has been drafted and is currently at the internal review stage and is due for completion within Q1 2019, within the timescales specified in the Solway LFRMP.	Incorporate internal review comments. This study is scheduled for completion within Q1 2019, within the timescales specified in the Solway LFRMP.
Strategic Mapping and Modelling	**G**	Scottish Water will carry out an assessment of flood risk within the highest risk sewer catchments to improve knowledge and understanding of surface water flood risk.	Scottish Water		Newcastleton Section 16 assessment has started and is due for completion within the timescales specified in the Solway LFRMP.	Complete final Section 16 assessment within the timescales specified in the Solway LFRMP.
Self Help	**G**	*LPD Wide Actions Scottish Borders – Solway, Newcastleton Potentially Vulnerable Area 14/03 – See Below*				
Awareness raising	**G**	*LPD Wide Actions Scottish Borders – Solway, Newcastleton Potentially Vulnerable Area 14/03 – See Below*				

Maintenance	**G**	*LPD Wide Actions Scottish Borders – Solway, Newcastleton Potentially Vulnerable Area 14/03 – See Below*				
Emergency plans response	**G**	*LPD Wide Actions Scottish Borders – Solway, Newcastleton Potentially Vulnerable Area 14/03 – See Below*				
Planning Policies	**G**	*LPD Wide Actions Scottish Borders – Solway, Newcastleton Potentially Vulnerable Area 14/03 – See Below*				
	G	*LPD Wide Actions Scottish Borders – Solway, Newcastleton Potentially Vulnerable Area 14/03 – See Below*				

Action	Status	Description	Delivery Lead	Interim progress	Planned actions to complete
Self help	**G**		**All Responsible Authorities**	**Scottish Borders Council** - operates a subsidised Flood Product Scheme throughout the Scottish Borders to offer all residents' access to affordable Property Level Protection. This is promoted through attendance at community meetings and undertaking visits to properties as requested. Scottish Borders Council Emergency Planning continues to promote and implement the Resilient Communities Scheme, signing up 46 of 67 community areas within the Scottish Borders.	**Scottish Borders Council** - to continue providing a Subsidised Flood Protection Product Scheme throughout the Scottish Borders to offer all residents access to affordable flood products.
Awareness raising	**G**		**All Responsible Authorities**	**Scottish Borders Council** - now operates and continues to set up resilient communities' schemes in the Borders, signing up 46 of 67 community areas within the Scottish Borders. The Council worked with FloodRE in some Border Towns to increase awareness of the new Flood RE Insurance Scheme which provides affordable insurance scheme for those properties at Flood Risk. Scottish Borders Council continues to work closely with flood action groups and resilience groups to encourage actions to raise	**Scottish Borders Council -** will continue to raise awareness of flood risk through flood schemes and flood studies, liaising closely with the public in the areas being assessed. Scottish Borders Council will continue to work closely with flood action groups and resilience groups to encourage actions to raise awareness of flood risk. The Council will continue to raise awareness of

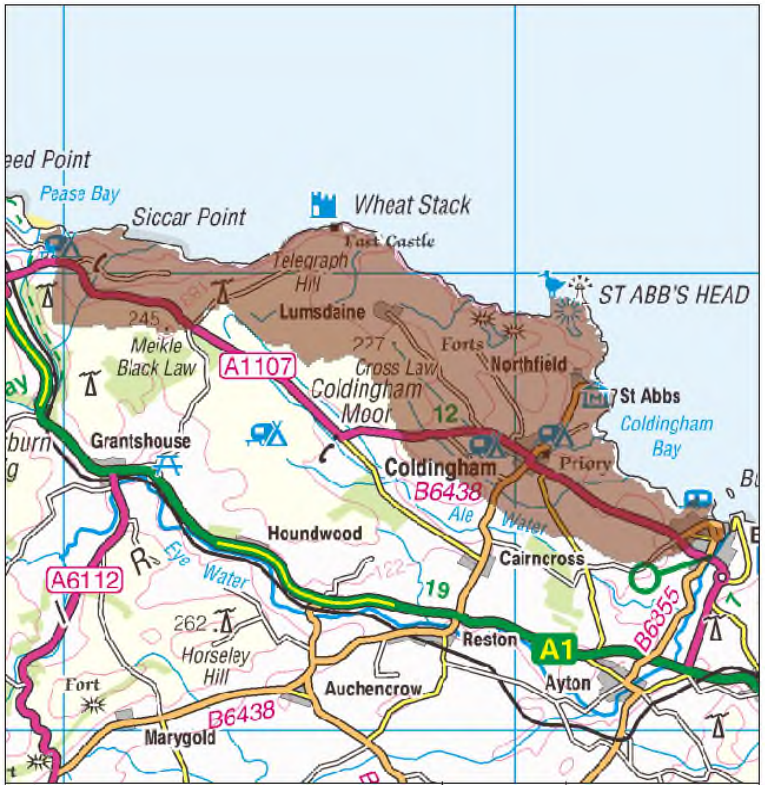
				awareness of flood risk within the Scottish Borders. This includes letter dropping and attending Community Council and Local Flood Group Meetings.	the Council-run Subsidised Flood Product Scheme to provide affordable Property Level Protection. SBC will also continue to work on the resilient communities' initiative, with priority in working with the remaining 21 communities to introduce resilient community groups in those areas.
Maintenance	**G**		**Local Authorities**	**Scottish Borders Council -** The Council has carried out water course inspections of 128 of 129 (99%) watercourses within the Scottish Borders as well as undertaking clearance and repair works to reduce flood risk as per Section 18, Clearance & Repair Schedule. The Council also undertakes inspections of other flood mitigation measures and has undertaken 15 of 15 (100%) inspections of flood protection schemes within the Scottish Borders.	**Scottish Borders Council** - continue to undertake a regime of watercourse inspections on a risk-based approach, updating and publishing online the Section 18 Clearance & Repair Schedule and undertaking the necessary repairs to reduce flood risk.

Emergency plans/response	**G**		**Category 1 & 2 Responders**	**Scottish Borders Council -** Reviewed and updated Severe Weather Plan in July 2018. This included review and update of the Council's emergency response procedures, flood gate procedures and flood warning procedures. Introduced strategic severe weather co-ordination group to co-ordinate emergency response. Initiated co-ordinated approaches during emergency situations, including named Storms, with representation from all Category 1 and Category 2 responders including Scottish Water, Emergency Services and voluntary groups through the Joint Agency Control Centre (Bunker) at Scottish Borders Council Headquarters.	**Scottish Borders Council -** to continue to revise and develop relevant Emergency Plans as new information becomes available. SBC will also continue to undertake duties as Category 1 responders under the Civil Contingencies Act 2004 and contribute towards Resilience Partnership groups at local and regional levels.
Planning Policy	**G**		**Planning Authority**	**Scottish Borders Council** - will provide advice as the local flood authority on local planning publications within the Scottish Borders, including the Housing Supplementary Guidance and the Main Issues Report which supplements the Local Development Plan 2, ensuring that these assess all aspects of flood risk, encourage sustainable flood risk management and comply with Scottish Planning Policy and the FRM Act 2009. Scottish Borders Councils Flood & Coastal	**Scottish Borders Council** - will continue to provide advice on all relevant planning applications and local planning publications within the Scottish Borders, ensuring that all aspects of flood risk are assessed, encourage sustainable flood risk management and comply with Scottish Planning Policy, Local

				Management Team will provide advice as the local flood authority on all relevant planning applications, ensuring there is an appropriate assessment of all aspects of flood risk, encourage sustainable flood risk management and comply with Scottish Planning Policy and the FRM Act 2009.	Council Policies and the FRM Act 2009.

Berwickshire Coast (Potentially Vulnerable Area 10/26)

Local Plan District	Local authority	Main catchment
Forth Estuary	Scottish Borders Council	Berwickshire Coast



Summary of Progress for Berwickshire Coast

There are approximately 70 residential properties and 50 non-residential properties at risk of flooding. The Annual Average Damages are approximately £300,000. Further information can be found in LFRMP under PVA 10/26.

Since publication of the LFRMP in June 2016 SEPA has progressed coastal mapping for the Eyemouth area and Scottish Water have included a S16 sewer assessment in their Q&S Programme.

A scope has been developed for Eyemouth's Coastal Study and the Berwickshire Shoreline Management Plan with the tender documentation being developed, the contract is scheduled to be awarded in Q1 2019.

Overview of actions to manage flooding in Berwickshire Coast

PVA	Flood protection Scheme/Works	Natural flood management works	New flood warning	Flood protection study	Natural flood management study	Surface water plan/study	Strategic mapping and modelling	Maintain flood protection scheme*	Maintain flood warning	Flood forecasting	Property level protection scheme	Community flood action groups	Self help	Awareness raising	Maintenance	Site protection plans	Emergency plans/response	Planning policies
10/26				A			G	G		G		G	G	G	G		G	G

Summary of progress of actions to manage flood risk in Berwickshire Coast (PVA 10/26)

Action	Status (Red; Amber; Green)	Description	Delivery Lead	Planned Dates	Progress in Delivery, including key deliverables and dates	Revised dates and planned actions to complete / address delay
Flood Protection Study	A	**Undertake Coastal flood protection / NFM study for Eyemouth to build on previous wave overtopping studies and to be carried out in conjunction with the Scottish Borders Shoreline Management Plan. Study to consider: flood defences, sediment management, PLP and wave attenuation. Study also to assess future effectiveness of the current sea wall structure.**	**Scottish Borders Council**	**Commence 2019. Completion 2021.**	**Progress yet to commence. Scope developed for the Eyemouth Coastal Study and Berwickshire Coast Shoreline Management Plan (SMP). Procurement of contractor for the Coastal Study and SMP expected Study expected to commence Q1 2019.**	**Develop tender documentation and procure consultant for Eyemouth Coastal Study and Berwickshire Coast Shoreline Management Plan in Q1 2019.** **On track to be delivered within FRM Cycle 1.**
Maintain Flood Warning	G	**Maintain the flood warning system for the Grantshouse to Eyemouth area and the Eyemouth Coastal flood warning area**	**SEPA**	**Ongoing**	**Continued operation of the flood warning service.**	**SEPA will continue to operate the flood warning service and continue to maintain the**

		which is part of the Firth of Forth and Tay coastal warning scheme.				Grantshouse to Eyemouth flood warning area which is part of the Eye river flood warning scheme. SEPA will also continue to maintain the Eyemouth Coastal flood warning area which is part of the Firth of Forth and Tay coastal flood warning scheme.
Strategic mapping and modelling	G	Update coastal mapping for the Eyemouth area where required. Undertake a Section 16 assessment of Eyemouth sewer catchment.	SEPA Scottish Water		Data collection for coastal mapping updates is ongoing. The Section 16 assessment has not started but is on track to be delivered within the agreed timescales in the Forth Estuary LFRMP.	Update coastal mapping as required. Undertake Section 16 assessment, this is expected to be delivered within the agreed timescales in the Forth Estuary LFRMP.
Flood forecasting	G	*Please refer to LPD Wide Actions Scottish Borders – Forth Estuary*	SEPA	Ongoing	Continuing to operate flood forecasting service.	Continuing to operate flood forecasting service and update where required.
Community Flood Action Groups	G	Eyemouth and St Abbs Resilient Community groups operate in this area.	Community and Scottish Borders Council	Ongoing	Continued to work closely with Eyemouth and St Abbs resilient community groups and operate the Scottish Borders wide resilient communities' scheme.	Scottish Borders Council will continue to work closely with Eyemouth and St Abbs resilient communities group, other local groups and members of the public to raise awareness of flood risk. SBC will also encourage and work alongside the community to establish a resilient community group within Coldingham.

Self help	**G**	**Raise awareness of self-help measures available to property owners** ***Please refer to LPD Wide Actions Scottish Borders – Forth Estuary***	**Scottish Borders Council**			
Awareness raising	**G**	**Raise flood risk awareness with communities** ***Please refer to LPD Wide Actions Scottish Borders – Forth Estuary***	**Scottish Borders Council**		**Undertaken test exercise to prepare for flood events with resilient community group and emergency services, including erecting emergency flood barriers in Eyemouth.**	***Please refer to LPD Wide Actions Scottish Borders – Forth Estuary***
Maintenance	**G**	**Inspect and maintain locations of identified flood risk** ***Please refer to LPD Wide Actions Scottish Borders – Forth Estuary***	**Scottish Borders Council**		**All watercourses are assessed on a risk-based approach and all of the watercourses in the Berwickshire Coast PVA have been inspected within their inspection deadlines.** **Undertaken watercourse inspections in;** **2018** **Catchapenny Burn, Burnmouth** **2017** **Eye Water, Eyemouth** **Bogan, Hill, Milldown and St Andrews Burns in Coldingham.**	***Please refer to LPD Wide Actions Scottish Borders – Forth Estuary***

Emergency plans/response	**G**	**Raise awareness of content of plans and actions in plan for flood incidents** ***Please refer to LPD Wide Actions Scottish Borders – Forth Estuary***	**Scottish Borders Council**			***Please refer to LPD Wide Actions Scottish Borders – Forth Estuary***
Planning Policy	**G**	**Content of LDP reflects local flood risk with respect to new plans for development.** ***Please refer to LPD Wide Actions Scottish Borders – Forth Estuary***	**Scottish Borders Council**			***Please refer to LPD Wide Actions Scottish Borders – Forth Estuary***

Action	Status	Description	Delivery Lead	Interim progress	Planned actions to complete
Self help	**G**		**All Responsible Authorities**	**Scottish Borders Council** - operates a subsidised Flood Product Scheme throughout the Scottish Borders to offer all residents' access to affordable Property Level Protection. This is promoted through attendance at community meetings and undertaking visits to properties as requested. Scottish Borders Council Emergency Planning continues to promote and implement the Resilient Communities Scheme, signing up 46 of 67 community areas within the Scottish Borders.	**Scottish Borders Council** - to continue providing a Subsidised Flood Protection Product Scheme throughout the Scottish Borders to offer all residents access to affordable flood products.
Awareness raising	**G**		**All Responsible Authorities**	**Scottish Borders Council** - now operates and continues to set up resilient communities' schemes in the Borders, signing up 46 of 67 community areas within the Scottish Borders. The Council worked with FloodRE in some Border Towns to increase awareness of the new Flood RE Insurance Scheme which provides affordable insurance scheme for those properties at Flood Risk. Scottish Borders Council continues to work closely with flood action groups and resilience groups to encourage actions to raise	**Scottish Borders Council -** will continue to raise awareness of flood risk through flood schemes and flood studies, liaising closely with the public in the areas being assessed. Scottish Borders Council will continue to work closely with flood action groups and resilience groups to encourage actions to raise awareness of flood risk.

				awareness of flood risk within the Scottish Borders. This includes letter dropping and attending Community Council and Local Flood Group Meetings.	The Council will continue to raise awareness of the Council-run Subsidised Flood Product Scheme to provide affordable Property Level Protection. SBC will also continue to work on the resilient communities' initiative, with priority in working with the remaining 21 communities to introduce resilient community groups in those areas.
Maintenance	**G**		**Local Authorities**	**Scottish Borders Council -** The Council has carried out water course inspections of 128 of 129 (99%) watercourses within the Scottish Borders as well as undertaking clearance and repair works to reduce flood risk as per Section 18, Clearance & Repair Schedule. The Council also undertakes annual inspections of the coastal seawalls and other flood mitigation measures within the area.	**Scottish Borders Council** - continue to undertake a regime of watercourse inspections on a risk-based approach. To continue to update and publish online the Section 18 Clearance & Repair Schedule and undertaking the necessary repairs to reduce flood risk.
Emergency plans/response	**G**		**Category 1 & 2 Responders**	**Scottish Borders Council -** Reviewed and updated Severe Weather Plan in July 2018. This included review and update of	**Scottish Borders Council -** to continue to revise and develop relevant Emergency Plans as

				the Council's emergency response procedures, flood gate procedures and flood warning procedures. Introduced strategic severe weather co-ordination group to co-ordinate emergency response. Initiated co-ordinated approaches during emergency situations, including named Storms, with representation from all Category 1 and Category 2 responders including Scottish Water, Emergency Services and voluntary groups through the Joint Agency Control Centre (Bunker) at Scottish Borders Council Headquarters.	new information becomes available. SBC will also continue to undertake duties as Category 1 responders under the Civil Contingencies Act 2004 and contribute towards Resilience Partnership groups at local and regional levels.
Planning Policy	**G**		**Planning Authority**	**Scottish Borders Council** - will provide advice as the local flood authority on local planning publications within the Scottish Borders, including the Housing Supplementary Guidance and the Main Issues Report which supplements the Local Development Plan 2, ensuring that these assess all aspects of flood risk, encourage sustainable flood risk management and comply with Scottish Planning Policy and the FRM Act 2009. Scottish Borders Councils Flood & Coastal Management Team will provide advice as the local flood authority on all relevant planning applications, ensuring there is	**Scottish Borders Council** - will continue to provide advice on all relevant planning applications and local planning publications within the Scottish Borders, ensuring that all aspects of flood risk are assessed, encourage sustainable flood risk management and comply with Scottish Planning Policy, Local Council Policies and the FRM Act 2009.

				an appropriate assessment of all aspects of flood risk, encourage sustainable flood risk management and comply with Scottish Planning Policy and the FRM Act 2009.	

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CITY REGION DEAL – FULL BUSINESS CASE FOR CENTRAL BORDERS INNOVATION PARK PROGRAMME

Report by Executive Director

SCOTTISH BORDERS COUNCIL

31 JANUARY 2019

1 PURPOSE AND SUMMARY

1.1 **This report updates Council on progress with the Full Business Case for the Central Borders Innovation Park Programme at Tweedbank, which is required to draw down funding from the Edinburgh and South East Scotland City Region Deal.**

1.2 Within the City Region Deal, a 'core' of the Central Borders Innovation Park is being created, providing an opportunity to set the tone and standard of future development in the area. This programme of work will deliver commitments made within the Borders Railway Blueprint. A Full Business Case for the programme has been prepared for approval by the City Region Deal Joint Committee, which is required for formal approval from the Scottish Government to allow for the drawdown of funds. The timescales involved in this process have been outlined in the report to Council on 20 December 2018.

1.3 It has been agreed with the Scottish Government to submit a Full Business Case for the whole programme rather than taking an iterative approach, which would have required a Full Business Case for each of the programme's three phases. This approach therefore supersedes that suggested in the report to Council of 28 June 2018.

2 RECOMMENDATIONS

2.1 **I recommend that the Council:-**

(a) Agrees to submit to the City Region Deal Joint Committee the Full Business Case set out in Appendix 2, as the final stage of approval to allow the Council to draw down funding of £15m for the Central Borders Innovation Park Programme from the Edinburgh and South East Scotland City Region Deal;

(b) Agrees to the drawdown of Scottish Government funding on a fixed basis of £1m per annum over 15 years and notes that there is sufficient flexibility in the delivery of the later phases of the programme to minimise the burden imposed on the Council by the cost of borrowing; and

(c) Includes the budget detailed in Table 3 in the 2019/20 – 2028/29 Capital Financial Plan.

3 BACKGROUND

3.1 The opening of the Borders Railway in 2015 has presented a once-in-a-generation opportunity to transform economic development in the Scottish Borders. A commitment in the Borders Railway Blueprint to a Central Borders Business Park—now the Central Borders Innovation Park — was taken forward as part of a masterplanning exercise for Tweedbank. The masterplan envisages the development of approximately 437 new homes and 71,545 m^2 of mixed use accommodation (hotel, office, retail, hospitality, and light manufacturing) over the long-term, across 98.6 hectares of land around Tweedbank Station, including Lowood Estate.

3.2 The current, depressed state of the office and industrial property market in the Scottish Borders requires the level of public sector investment planned under this programme. Such investment would supplement the £350m already spent on the Borders Railway. It would replace low value, obsolescent stock with high quality premises that will allow for a far more competitive business location. Recent analyses by Ryden and Graham & Sibbald suggest that there is potential demand for the office and industrial space being proposed. Property experts from Scottish Futures Trust and Scottish Enterprise (acting on behalf of the Scottish Government) have also reviewed the proposals and concluded that there is robust demand evidence supporting the programme.

3.3 The masterplanning exercise carried out in late 2017 concluded that the initial part of the development process at Tweedbank, including Lowood Estate, should result in new business premises being built to occupy the land around the railway station. Within the City Region Deal programme, a 'core' of the Central Borders Innovation Park will be created. This will help to define the character of the new development and also assist in building the critical mass around the railway station that is required to attract future investment into the area, to fulfil the aspirations of the masterplan.

3.4 The development plots are being constructed in three phases. The first phase will create approximately 4,660m^2 of new office space and 2,950m^2 of new industrial space on the ex-Tapestry site, Eildon Mill, and part of the Quarry site. The second phase will create up to a further 5,177m^2 of new office space on the rest of the Quarry site and into Lowood Estate. A third phase will create 1,632m^2 of office space and 400 m^2 of industrial space on land currently on the southern edge of Lowood Estate. The locations of the plots are shown in Appendix 1.

TABLE 1: DEVELOPMENT PLOTS

Location of plot	Occupier of plot
Ex-Tapestry site (Plot 1)	Scottish Enterprise business centre/co-working space (Phase 1)
Eildon Mill (Plot 2)	Private sector (Phase 1)
Quarry site east (Plot 3)	Private sector (Phase 1)
Quarry site west (Plot 4)	Private sector (Phases 1 and 2)
Edge of Lowood Estate (Plot 5)	Private sector (Phase 3)

3.5 The report to Council on 20 December 2018 described the timescales for delivering the four buildings in Phase 1 of the programme. This phase will end when the Scottish Enterprise business centre/co-working space is completed in December 2020. Under current planning assumptions, the whole programme will be completed over the 15 year life of the City Region Deal.

4 THE CITY REGION DEAL

4.1 The Edinburgh and South East Scotland City Region Deal involves East Lothian, Midlothian, West Lothian, Fife, City of Edinburgh, and Scottish Borders Councils, together with partners from universities and colleges, the private sector, the third sector, and relevant public sector agencies. The City Region Deal was approved by the Prime Minister and the First Minister in July 2018.

4.2 The City Region Deal aims to build on the unique strengths of the city region to deliver a number of transformational programmes and projects over the next 15 years across the themes of Research, Development and Innovation; Integrated Regional Employability and Skills; Transport; Housing; and Culture. Together, these interventions will deliver a step-change in inclusive economic growth.

4.3 The Central Borders Innovation Park Programme is part of the Research, Development and Innovation theme and sits alongside the Fife Industrial Innovation Investment Programme. Officers have been working with colleagues in Scottish Government and Scottish Futures Trust to refine the Full Business Case to ensure that it is ready for approval. Initial discussions have also taken place with the University of Edinburgh, which is leading on a programme of data-driven innovation, to identify how this could be applied to the Central Borders Innovation Park and the Scottish Borders more generally.

4.4 The Scottish Government's Economic Strategy includes innovation and inclusive growth as key drivers. The development of high quality infrastructure in the Central Borders Innovation Park will encourage innovation, boosting productivity and enabling businesses to grow. The provision of a high quality, well-paid employment offer will assist in stimulating inclusive economic growth.

4.5 The Full Business Case being submitted by Scottish Borders Council has been prepared in accordance with HM Treasury guidance and is based on the five-case model: Strategic; Economic; Commercial; Financial; and Management. The Full Business Case is set out in Appendix 2. Members should note that the document set out in Appendix 2 mentions a number of Appendices that relate to the Full Business Case itself. These have not been attached because of their complexity and the difficulty in printing and working with these documents on-screen. If any members would like to study these documents, officers can facilitate that.

5 KEY ELEMENTS OF THE FULL BUSINESS CASE

5.1 The Strategic Case section of the Full Business Case articulates a strong rationale for the Central Borders Innovation Park Programme. It shows that public sector intervention is required to overcome the issues related to market failure that have led to a depressed office and industrial property offer in the Scottish Borders. By funding an intervention to create a high quality, competitive business location, the public sector is creating the necessary conditions for present and future private sector investment.

5.2 The programme has five strategic objectives. These are to: spend up-front and leverage in investment; construct employment property for businesses; apply data-driven innovation; offer high-skilled, well-paid employment; and reduce carbon footprints.

5.3 The Economic Case section builds on the preferred option that emerged from the options appraisal in the Outline Business Case, which was a 'do minimum' approach that would provide the best basis for future development of the masterplan area. The Economic Impact Analysis for this option has been updated and shows that it would create 383 jobs and generate GVA of £350m over 30 years (excluding benefits from construction). The programme therefore offers very high value-for-money with every £1 spent providing a return of £16.

5.4 The Financial Case section determines whether what is proposed is affordable to Scottish Borders Council across the life of the programme. The Edinburgh and South East Scotland City Region Deal Financial Agreement allocates £50m for infrastructure in the Scottish Borders and Fife Council areas. The apportionment of this sum is £15m for the Scottish Borders and £35m for Fife. Discussions with Fife Council will continue, particularly around the exploration of opportunities to flex spend across both programmes given that the key test for Government will be the overall spend profile of the City Region Deal and not those of individual projects and programmes.

5.5 Financial modelling has been updated to show the impact of drawing down the Scottish Government's funding of £15m as a fixed annual grant of £1m paid in arrears over a 15-year period, rather than using a variable approach. This scenario has been included within the Full Business Case as the Scottish Government advised using pessimistic funding assumptions. This scenario is therefore subject to change and the financial model can be revised accordingly.

5.6 The financial modelling estimates the amount of borrowing that would be required to cover outstanding deficits at the end of each financial year under the scenario of a fixed drawdown over 15 years. The model shows that the overall borrowing requirement would peak at £12.3m in 2024 and would be repaid in 2032.

5.7 The Commercial Case section outlines the Procurement Strategy for the programme. Given the phasing of the programme, a separate procurement strategy is required for each phase. In Phase 1, each of the four sites is being procured separately. Scottish Enterprise and the private sector are responsible for the procurement of their buildings with the exception of the first building on the Quarry Site, which will be procured by Scottish Borders Council. All procurement will be done in accordance with Scottish Borders Council's procurement regulations and the relevant Scottish, UK and European legislation. Community benefits clauses will be put in place to help unlock opportunities for relatively deprived groups to support inclusive growth aims.

5.8 The Management Case section describes how the programme will be delivered, managed, and evaluated. It includes reference to City Region governance structures outlined in the report to Council of 31 May 2018 and also clarifies the governance approach within Scottish Borders Council. With regard to State Aid, the advice from the State Aid Unit at the Scottish Government remains that servicing sites for the private sector does not constitute State Aid as long as Scottish Borders Council is operating on commercial terms. A change management process has been implemented that will allow for oversight of any changes to programme scope, scale, and cost.

6 FUNDING OF THE CENTRAL BORDERS INNOVATION PARK

6.1 At the present time, the Council does not have any funding above £5m allocated to the programme in its Capital Financial Plan. The balance of the funding required for the project will come from a mix of public and private sector contributions.

TABLE 2: TOTAL PROGRAMME COSTS

		Funding Source				
Development	Estimated Cost £'000	SBC £'000	Scottish Enterprise £'000	City Region Deal £'000	Railway Blueprint £'000	Private Sector £'000
Infrastructure Work	1,270	635			635	
Ex-Tapestry site	3,000		1,500		1,500	
Eildon Mill	2,370	100			100	2,170
Quarry - Offices	16,330	4,115		11,100	1,115	
Quarry - Manufacturing	2,180	150			150	1,880
Lowood Edge	3,900			3,900		
	29,050	5,000	1,500	15,000	3,500	4,050

6.2 The infrastructure costs are for building an access road to the new buildings on the Quarry site and also building a road to link through to the Lowood area.

7 PROGRAMME MANAGEMENT

7.1 As noted above, there are governance arrangements in place at local and regional levels to manage the delivery of the programme

7.2 A Programme Delivery Team is being established under the Programme Manager. It will report into the Scottish Borders Council Executive Team, which will review and monitor progress of the programme and provide advice and guidance where necessary. The Programme Manager and his team will be responsible for day-to-day liaison with the other programme stakeholders from Scottish Enterprise and the private sector.

7.3 Reporting requirements of the City Region Deal grant offer will be met as and when these are due, whether monthly, quarterly or annually.

8 IMPLICATIONS

8.1 Financial

(a) The City Region Deal Financial Agreement allocates £50m for infrastructure in the Scottish Borders and Fife Council areas. This sum is apportioned between Scottish Borders (£15m) and Fife (£35m). The assumption is that funding is payable in equal £1m tranches over a 15-year period, requiring Scottish Borders Council to borrow to cash flow the project. This 15-year profile reflects the wording of the grant offer letter. It is anticipated however that the payment of the £15m grant will in reality be optimised within the parameters of the overall City Deal Programme to reflect the actual delivery programme and minimise the borrowing costs for individual City Deal partners.

(b) The revenue consequence of the borrowing profile has been calculated based on the undernoted spend profile, which reflects best available information at this point. Over the project life the average cost of the projected borrowing is £142k per annum; however, during 2026/27 this will peak at £224k. This is based on interest only costs. The City Region Deal growth fund grant will be treated as a capital debtor and be used to repay principle borrowing.

TABLE 3: SCOTTISH BORDERS COUNCIL INVESTMENT

	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 - 2034/35 £'000
Capital Investment :					
Infrastructure Work	0	1,270	0	0	0
Eildon Mill	200	0	0	0	0
Quarry - Offices	1,375	3,855	6,991	4,109	0
Quarry - Manufacturing	0	300	0	0	0
Lowood Edge	0	0	0	0	3,900
	1,575	5,425	6,991	4,109	3,900
Capital Funding :					
SBC	(575)	(4,425)	0	0	0
SG (City Region Deal)	0	0	(1,000)	(1,000)	(13,000)
Borders Railway Blueprint	(1,000)	(1,000)	0	0	0
	(1,575)	(5,425)	(1,000)	(1,000)	(13,000)
Net Cost	0	0	5,991	3,109	(9,100)

TABLE 4: REVENUE CONSEQUENCES

	2018/19	2019/20	2020/21	2021/22	2022/23 - 2034/35
	£'000	£'000	£'000	£'000	£'000
Borrowing Costs (interest only)	0	0	135	135	1,715

(c) Initial outlays of capital investment by Scottish Borders Council will focus on the delivery of the first building on the Quarry Site, enabling infrastructure, and site servicing costs for the buildings to be occupied by the private sector in Phase 1.

(d) The delivery of the programme will take at least five years, however there is flexibility to lengthen these timescales with regard to the development of Phases 2 and 3. This will be determined by affordability and by the anticipated demand for the planned space.

(e) These financial implications will require to be reflected in the Council's Revenue and Capital Financial Plans for future years, which are currently being updated.

8.2 **Risk and Mitigations**

(a) A key risk to the Council is the requirement to forward-fund a significant part of the programme's costs, with funding from City Region Deal split over 15 years. Projected programme costs have been estimated in the financial modelling at today's costs and do not include an allowance for inflation. The Programme Delivery Team will maintain a close overview and control of costs, making changes where necessary, to ensure that costs do not exceed total funding available.

(b) The programme is dependent on funding from the City Region Deal and the Borders Railway Blueprint. An initial review by Scottish Government and other stakeholders of the City Region Deal Full Business Case has been completed. The Full Business Case will now be submitted to the City Region Deal Joint Committee on 1 March 2019 for approval. The Borders Railway Blueprint Leadership Group approved its contribution in December 2018 and Ministerial approval has now also been given.

(c) State Aid issues have been discussed with the Scottish Government's State Aid Unit. Currently there are no issues, but officers will maintain contact with the State Aid Unit to ensure that any potential State Aid implications are highlighted immediately.

(d) There is a risk that there could be a lack of demand for the space to be delivered in phases 2 and 3. Property experts in Scottish Futures Trust and Scottish Enterprise (acting on behalf of the Scottish Government) have expressed their satisfaction with the programme's plans. They acknowledge that there is risk with the speculative development planned later in the programme. Officers, working closely with Scottish Enterprise, will continue to monitor market demand and amend the programme if required.

8.3 **Equalities**

The City Region Deal has the concept of Inclusive Growth at its core. This requirement has been built into the Full Business Case and will be measured as the programme progresses.

8.4 **Acting Sustainably**

The City Region Deal will provide a mechanism to help drive forward investment in sustainable place making. A cross-cutting approach to sustainable growth is a key element of the City Region Deal.

8.5 **Carbon Management**

One of the strategic objectives of the programme is to reduce carbon emissions. Energy efficiency will be a key factor in the design of new buildings funded through the City Region Deal.

8.6 **Rural Proofing**

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

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

No changes are required to the Scheme of Administration or Scheme of Delegation.

9 CONSULTATION

9.1 The Chief Financial Officer, the Monitoring Officer, the Chief Legal Officer, the Chief Officer Audit and Risk, the Service Director HR, and the Clerk to the Council have been consulted and their comments have been incorporated into the report.

Approved by

Rob Dickson **Signature .....**
Executive Director

Author(s)

Name	Designation and Contact Number
Bryan McGrath	Chief Officer Economic Development, Chief Executive's – Tel 01835 826525

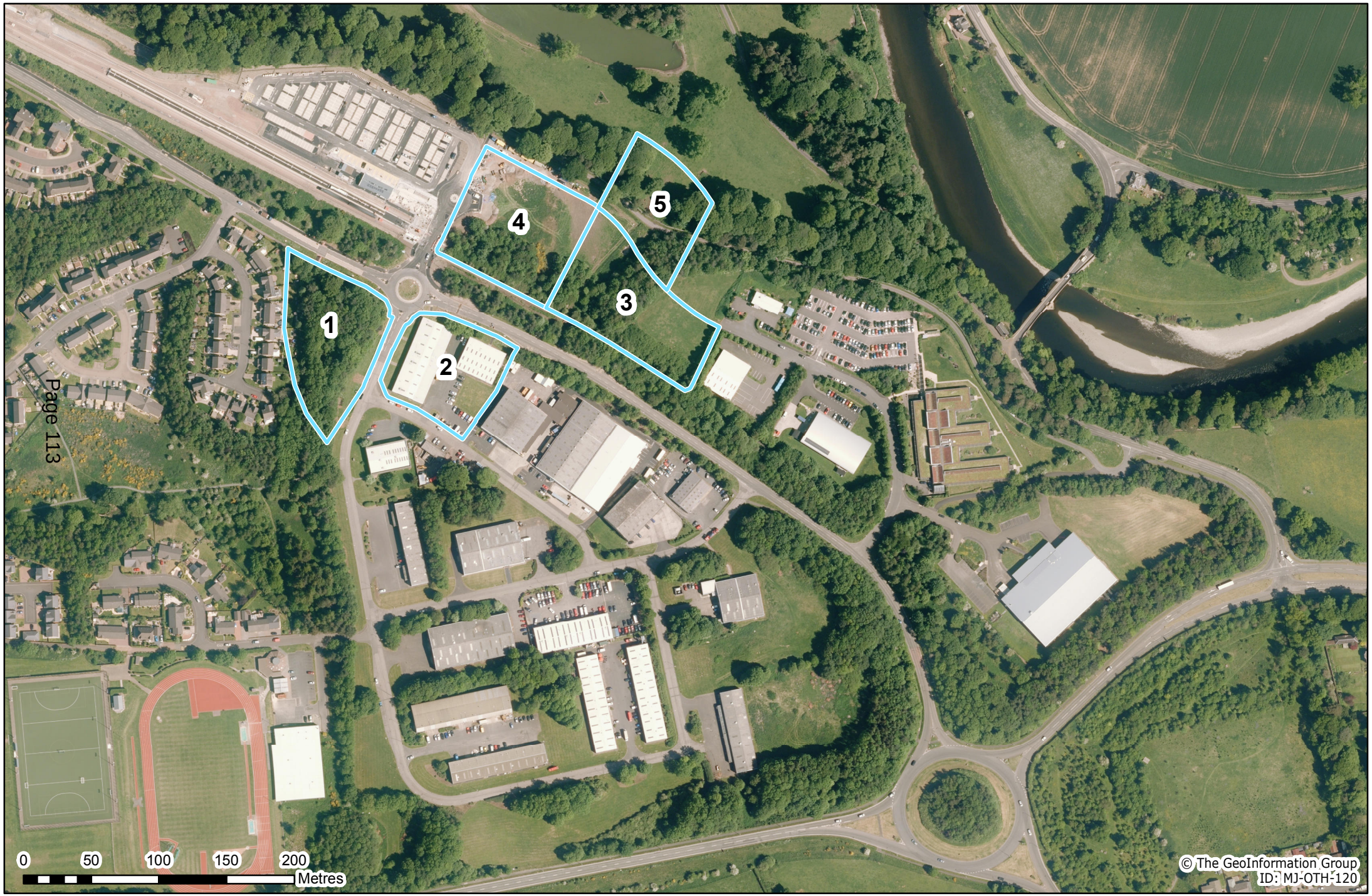
Background Papers:

Previous Minute References: Scottish Borders Council, 20 December 2018

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

Contact us at Bryan McGrath, Council Headquarters, Newtown St Boswells, Melrose, TD6 0SA Tel: 01835 826525, email bmcgrath@scotborders.gov.uk

APPENDIX 1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APPENDIX 2

Central Borders Innovation Park Programme:

Full Business Case (FBC)

Edinburgh and South East of Scotland City Region Deal

Issue Date: 23 January 2018

Purpose of this document

This document sets out the Full Business Case (FBC), in support of the Central Borders Innovation Park Programme.

An Outline Business Case (OBC) was completed and agreed as part of the development of the Edinburgh and South East of Scotland City Region Deal agreed in July 2018.

This FBC provides the evidence that the most economically advantageous investment programme is being delivered and that it is affordable. In addition, the FBC explains the fundamentals of the Central Borders Innovation Park Programme and demonstrates that the required outputs can be successfully achieved.

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Executive Summary

Background

1. This document constitutes the Full Business Case (FBC) for the Central Borders Innovation Park and seeks approval of £15 million of funding under the authority of the Edinburgh and South East Scotland City Region Deal approved by the Prime Minister and First Minister in July 2018.

2. This FBC is structured according to the five case model as recommended by the guidance in the HM Treasury Green Book: strategic, economic, financial, commercial, and management. The Strategic Case discusses the rationale for the programme. Based on the Strategic Case, the rationale and policy context for the programme are carried forward to be considered in the Economic, Financial, Commercial, and Management Cases.

3. The full cost of implementing the proposed programme is estimated to be £29,020,000. **The project has a positive economic impact with an estimated Benefit-Cost ratio (BCR) of £16:£1.**

Strategic Case

4. There is a strong rationale for major investment to be expended on a Central Borders Innovation Park at Tweedbank. It will provide a wide range of benefits to the Scottish Borders within the context of the wider Edinburgh and South East Scotland City Region as it:

- Complies with all key national, regional, and local strategic plans.
- Will boost employment by creating 383 jobs excluding construction.
- Is anticipated to increase GVA by £350 million excluding construction.
- Will contribute to inclusive growth by creating high-quality employment opportunities.
- Will encourage innovation through the development of high quality infrastructure that will enable businesses to grow.
- Will encourage new employers and employees into the area, bringing new skills and experience.

5. To ensure that the programme realises these benefits, five strategic objectives have been identified with accompanying targets and “indicators of success”.

6. The opening of the Borders Railway in 2015 began to reverse the process of curtailed economic development in the Scottish Borders that had set in over the previous few decades. A commitment in the Borders Railway Blueprint to a Central

Borders Business Park—now the Central Borders Innovation Park—has been taken forward through a 2017 master planning exercise for Tweedbank, which was funded by the Blueprint and Scottish Borders Council at a cost of £200,000.

7. The programme is compatible with strategies for economic growth at the UK, Scottish, regional, and local levels. It is intended to encourage innovation and foster inclusive growth through developing more productive businesses that will result in higher skilled, better paid jobs. This would further enable the Scottish Borders to attract businesses engaged in higher productivity sectors, aiming to address its position as the fourth lowest NUTS 3 region for productivity in Scotland.

8. In line with the rationale behind the City Deal concept, the Central Borders Innovation Park is a project that would unlock potential. It would provide high quality business premises that would attract inward investment and stimulate inclusive economic growth. The masterplan includes detailed design studies of the land next to the railway, and the potential occupiers of the first phase of the programme have already been identified. The proposed buildings are being constructed in line with their requirements.

The Case for Change

9. The current, depressed state of the office and industrial property market in the Scottish Borders requires the level of public sector investment planned under this programme. Such investment would supplement the £350 million spent on the Borders Railway. It would overhaul the current reliance on low value, obsolescent stock with high quality premises that will allow for a more competitive business location. Demand analysis suggests that there is potential to fill the space proposed.

10. As with many other rural economies, the Scottish Borders has to overcome the problem of market failure caused by a combination of remote locations and poor infrastructure, a lack of supply of modern business premises and the increasing obsolescence of existing stock. Public sector intervention is needed to address this issue, which is crucial to ensuring that sustainable, inclusive economic growth can take place. **The coming of the Borders Railway has presented a once-in-a-generation opportunity to enable the local economy to grow**.

11. A Central Borders Innovation Park, situated next to the Borders Railway terminus at Tweedbank, would meet the urgent need for high-quality business space in the central Scottish Borders. It would stimulate business growth and associated job creation, enhancing the area's inward investment offer, particularly to high-value, innovative sectors, as well as meeting the needs of indigenous businesses thereby improving their competitiveness. It would also help to address inequalities in the area by providing access to better quality, higher paid jobs.

12. This FBC seeks approval to invest £27,750,000, including £15,000,000 of City Region Deal funding, to develop five plots in the vicinity of Tweedbank Railway

Station across three programme phases. A further £1,270,000 will be spent on creating infrastructure to improve access to these plots. This will form the "core" of the Central Borders Innovation Park and will provide critical mass to allow further long-term development as envisaged in the Tweedbank masterplan.

13. The Central Borders Innovation Park programme phase 1 will open between December 2019 and September 2020, creating 4,660 m^2 of new office space and 2,950 m^2 of new industrial space. Further development will take place beyond this date with phase 2 creating another 5,177 m^2 of new office space. A third, and final, phase will create 1,632 m^2 of office space and 400 m^2 of industrial space on land currently on the southern edge of Lowood Estate. Current assumptions assume building will be completed in 2024, but this timescale is subject to change depending on affordability and the level of demand for space.

Economic Case

14. The economic assessment has been prepared in a way considered to be proportionate to the size of the programme and is based on the preferred scenario that best fits the objectives for the programme.

15. The economic benefits of the programme outweigh its costs and confirm the findings of the OBC. The programme has an initial BCR of £16:£1 and estimated GVA of £350 million with 383 jobs created. It therefore represents very high value-for-money.

16. There are risks to value-for-money: lower underlying demand for phases 2 and 3 of the programme; and an increase in costs. However, these risks have been identified and are addressed in the programme risk register.

17. Economic analysis suggests that the programme will meet its objectives of increasing employment, particularly that which is highly skilled and well-paid, and increasing productivity.

Financial Case

18. The Financial Case presents evidence of the programme's affordability both now (for the implementation and construction elements of Phase 1) and with regard to the requirements of Phases 2 and 3, and also whole life costs and operating income. The costs of the programme have recently been verified and remain the same as at the OBC stage.

19. Of the programme cost of £29,020,000, the Scottish Government will provide £15,000,000 through the City Region Deal. As underspend is a significant risk for government, expenditure profiling has been done on a pessimistic basis with a fixed annual drawdown of £1 million from the City Region Deal assumed from 2020-21.

20. The financial modelling shows that the programme's whole life costs are expected to be almost £8.8 million. However, this cost is offset by anticipated operating income of over £19.9 million. The programme is expected to generate an overall surplus of £11.1 million by Year 30 (2047-48).

21. Revenue activity will focus on employability initiatives, community benefits, and also innovative activity and business support through Business Gateway.

Commercial Case

22. The Commercial Case sets out the approach to procurement activity on the programme. All procurement activity on the programme will take place in accordance with the provisions of relevant Scottish, UK, and EU procurement legislation.

23. In accordance with the requirements of the City Region Deal and also with Scottish Borders Council policy, community benefit clauses will be put in place to assist inclusive growth by unlocking opportunities within relatively deprived communities and groups.

24. Owing to the differing timescales of the programme's phases, each requires a separate procurement strategy. There are four separate procurements taking place in phase 1 of the programme, one for each site to be developed. The procurement strategy to be adopted for phases 2 and 3 will be informed by the experience of phase 1.

Management Case

25. The management approach that is proposed for the programme is proportionate to its overall cost and is also compatible with the wider governance arrangements for the Edinburgh and South East Scotland City Region Deal.

26. The Programme is considered to be highly deliverable. It has similarities not only with similar programmes and projects delivered throughout the UK, but also with other City Region Deal programmes and projects, notably the Fife Industrial Estates Investment Programme.

27. Scottish Borders Council has experience of delivering large scale, multi-million pound capital projects. It has an in-house Major Projects team that has successfully delivered new schools, flood schemes, and other significant infrastructure projects in the recent past.

28. Transparent governance arrangements are in place through the City Region Deal and Scottish Borders Council. Effective reporting and change control will ensure that there is strong risk management of the programme.

29. Scottish Borders Council will implement an effective stakeholder management and communications plan. It will also ensure that the programme's benefits are realised through effective monitoring.

1. Introduction

1.1. Context

1.1.1. The closure of the Waverley line in 1969 left a series of towns, including Tweedbank, further from the national rail network than any other towns of similar size in the UK. This resulted in significant isolation, curtailing economic development in the Scottish Borders. This trend is now being reversed after the opening of the Borders Railway in 2015. The new railway line terminates at Tweedbank although feasibility work is examining the possibility of extending the line towards Hawick and possibly to Carlisle.

1.1.2. The rationale for the Central Borders Innovation Park originated in work done by the South of Scotland Alliance in 2013. Following this work, the Borders Railway Blueprint launched by the Scottish Government in late 2014 committed to providing a number of incentives to support growth in more productive business activity, including the flagship transformation of the Tweedbank Industrial Estate area into a 21st century business location, as part of its theme, "Great Locations for Working and Investing".[1] Scottish Borders Council received match funding from the Borders Railway Blueprint enabling it to commission a master planning exercise for Tweedbank, which concluded in November 2017 and cost £200,000.

1.1.3. The Scottish Government's National Planning Policy (NPF3) mentions the importance of the Borders Railway and the centrality of Galashiels, which with Tweedbank, is situated within the Rural Growth Area in the Central Borders. Tweedbank is also located within the Central Borders Strategic Growth Area as defined in the South East Scotland Plan (SESplan). The local authority has sanctioned a Tweedbank Simplified Planning Zone. The project will also complement any future extension of the railway to Hawick and beyond.

1.2. Document Purpose

1.2.1. This document and its appendices form the Full Business Case (FBC) for the Central Borders Innovation Park Programme. This FBC represents the final stage of the agreed City Region Deal business case development process following approval of the OBC in July 2018. The FBC is submitted for approval in the City Region Deal Funding Agreement.

[1] Scottish Government: *Borders Railway Maximising the Impact: A Blueprint for the Future*, November 2014, p. 10.

1.3. Document Status

1.3.1. This FBC is intended for review by the Scottish Government to confirm the programme should be approved for funding through the Funding Agreement.

1.4. Document Structure

1.4.1. This FBC is structured around HM Treasury Green Book guidance:

- **Strategic Case** (Section 3), setting out a clear rationale for all three phases of the Central Borders Innovation Park programme.
- **Economic Case** (Section 4), identifying the key economic impacts of the programme and its overall value-for-money.
- **Financial Case** (Section 5), presenting evidence of the programme's affordability.
- **Commercial Case** (Section 6), summarising the preferred approach to programme procurement and rationalising the commercial and legal viability of such an approach.
- **Management Case** (Section 7), setting out how Scottish Borders Council will ensure that the programme is delivered successfully – on time and to budget, with suitable governance and risk management processes in place.

2. PROGRAMME DESCRIPTION

2.1.1. The programme outlined in this FBC is intended to encourage innovation and foster inclusive growth through building modern, fit-for-purpose, business infrastructure that will result in higher skilled, better paid jobs therefore stimulating increased productivity. The Central Borders Innovation Park will be developed at Tweedbank in the central Scottish Borders.

2.1.2. The commitment in the Borders Railway Blueprint of late 2014 to the Central Borders Innovation Park was taken forward through a 2017 masterplanning exercise for Tweedbank, which was funded by the Blueprint and Scottish Borders Council at a cost of £200,000. The masterplan aspires to create a high quality place to live, work and invest at the current terminus of the Borders Railway.

2.1.3. Ultimately, the masterplan envisages a transformational development of approximately 400 new homes and 71,500 m^2 of mixed use commercial space (hotel, office, retail, hospitality, and light manufacturing) in a high quality setting extending over a site area of 98.6 hectares. To enable this development, Scottish Borders Council took the decision in 2018 to purchase the Lowood Estate to the north of Tweedbank Station.

2.1.4. A fundamental issue driving the Central Borders Innovation Park at Tweedbank is that there is industrial and office property market failure in the central Borders, which requires investment by the public sector to provide serviced sites and also to lead the market by providing speculative office property. As a rural economy with dispersed, relatively small centres of population, the Scottish Borders is constrained by poor infrastructure and remoteness compared to the more urbanised economies of the neighbouring central belt. Over time, the difficulties in creating a critical mass to stimulate the market has led to market failure resulting in a lack of supply of modern business premises and the increasing obsolescence of existing stock.

2.1.5. Scottish Borders Council owns most of the land that lies around Tweedbank Railway Station and has been able to take a strategic and proactive approach to securing the development sites that will constitute the Central Borders Innovation Park programme.

2.1.6. The FBC will seek approval to invest £27,750,000 to develop five plots in the vicinity of Tweedbank Railway Station across three programme phases. A further £1,270,000 will be spent on creating infrastructure to improve access to these plots. This will form the “core” of the Central Borders Innovation Park and will provide critical mass to allow further long-term development as envisaged in the masterplan. The implementation of the first phase of the programme is supported by a £3.5 million investment commitment from the Borders Railway Blueprint, matched by £1.5 million commitment from Scottish Enterprise and £5 million from Scottish Borders Council. It is proposed to draw down £15 million of City Region Deal funding from 2020-21 to invest in the rest of the programme.

2.1.7. The first of the five plots earmarked for the programme was previously identified as a site for the proposed Great Tapestry of Scotland building across from Tweedbank Station. This site will now be developed by Scottish Enterprise as a business centre/co-working space, with a £3 million project investment commitment as part of the Borders Railway Blueprint (Site 1).

2.1.8. The second plot is Eildon Mill, a building that is now quite old and does not provide the type of energy efficient space that businesses now require. It will be demolished, with its present occupier being re-located elsewhere in Tweedbank. The site will be made ready for commercial re-development, and will be developed and occupied by an Account Managed expanding business (Site 2).

2.1.9. Two of the remaining plots are in a greenfield site to the east of the station called the Quarry. The easternmost plot (Site 3) will be serviced and made ready for a commercial modern manufacturing development, and will be developed and occupied by a Growth Pipeline/Account Managed expanding business.

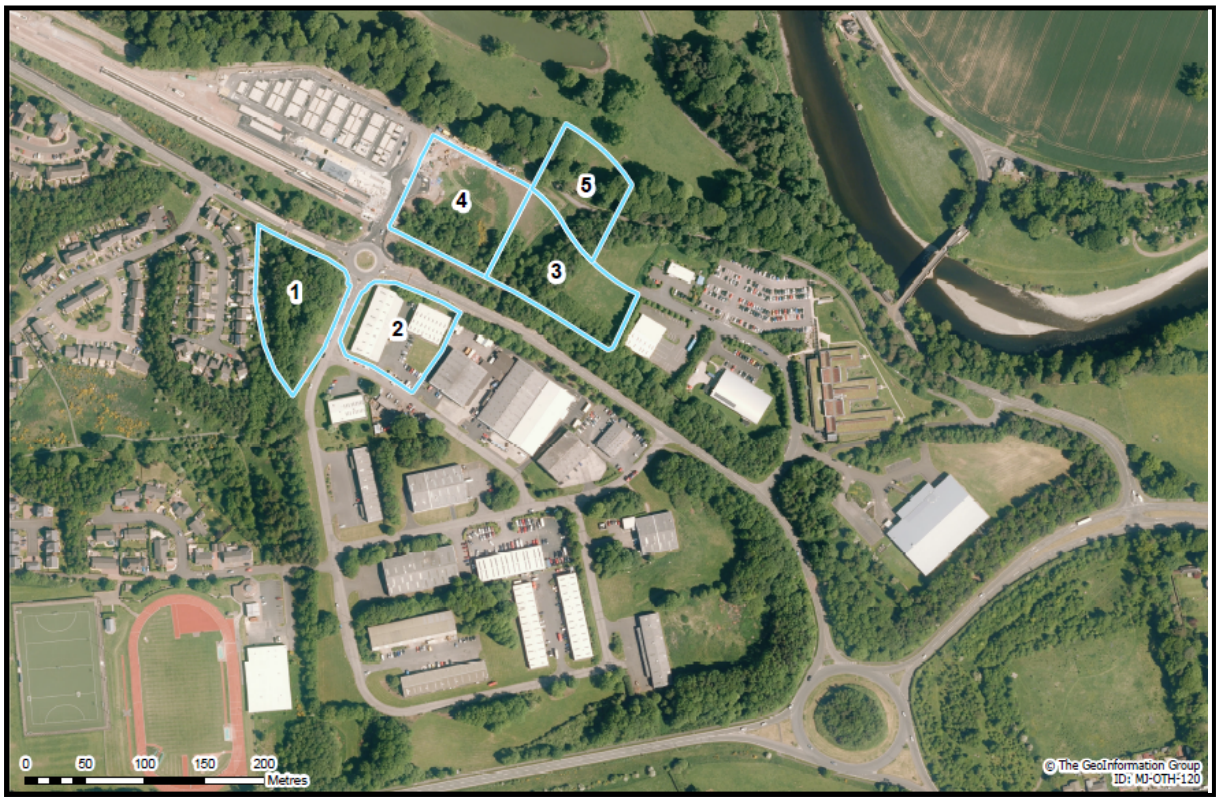
2.1.10. Heads of terms are currently being negotiated with each business. Scottish Borders Council will ensure that there are conditions to avoid land banking, i.e., the businesses must submit planning applications and develop the buildings.

2.1.11. The westernmost site (Site 4) will be used to develop new, speculative office space in two phases. A strong interest has already been shown from the private sector in the first building.

2.1.12. The servicing of sites 2 and 3, and the first building in site 4, are part of a £2 million investment from the Borders Railway Blueprint, matched by a £5 million commitment from Scottish Borders Council. The commercial development of sites 2 and 3 will also unlock significant private sector contributions of £4 million from the businesses that will occupy each site. Advice has been taken from the State Aid Unit, which states that servicing sites 2, 3, and 4 does not constitute State Aid as long as the Council is operating on commercial terms.

2.1.13. Finally, there is a plot (Site 5) on the southern edge of Lowood Estate that will be used to develop a mix of speculative office and industrial space on newly zoned development land. This development will not take place until the third and final phase of the programme. Figure 1 shows the location of the five plots that constitute the core of the Central Borders Innovation Park.

Figure 1: Plots making up the Central Borders Innovation Park core



KEY
1. Ex-Tapestry site
2. Eildon Mill
3. Quarry site (east)
4. Quarry site (west)
5. Edge of Lowood Estate

Figure 2: Development plots by phase

Location of plot	Occupier of plot
Site 1	Scottish Enterprise business centre/co-working space (Phase 1)
Site 2	Private sector (Phase 1)
Site 3	Private sector (Phase 1)
Site 4	Private sector (Phase 2)
Site 5	Private sector (Phase 3)

Source: Scottish Borders Council

2.1.14. The development of these plots provides an opportunity to set the tone and standard of future development in line with the new Tweedbank Simplified Planning Zone. Scottish Borders Council is commissioning additional work to assist with the design of the office and industrial space.

2.1.15. The total cost of the programme is estimated to be £29,020,000. This cost will be expended across the three phases of the programme:

- Phase 1 cost: £14,050,000.
- Phase 2 cost: £11,070,000
- Phase 3 cost: £3,900,000.

2.1.16. The timescales for the build-out of the programme are illustrated in this table regarding the programme's milestones (figure 3). The completion dates for the later phases of the programme are indicative as these will be determined by affordability and the levels of demand for the space that is planned.

Figure 3: Key programme milestones

Element of programme	Completion date
Phase 1	
Ex-Tapestry site (Site 1)	December 2020
Eildon Mill (Site 2)	December 2019
Quarry East (Site 3)	September 2020
Quarry West (Site 4)	April 2020
Phase 2	
Quarry West (Site 4)	2022 (indicative)
Phase 3	
Edge of Lowood Estate (Site 5)	2024 (indicative)

Source: Scottish Borders Council

2.1.17. An independent economic impact appraisal of the programme was undertaken to verify the anticipated benefits of the project and to justify the value-for-money of the proposed interventions. The benefits are summarised below in figure 4.

Figure 4: Summary of Programme benefits

Type of benefit	Quantifiable benefit
GVA (exc. construction)	£350 million
Jobs	383
Construction Jobs	380
Benefit-to-Cost Ratio	£16:£1

Source: Scottish Borders Council

2.1.18. The programme will help to ensure that the Scottish Borders becomes a more competitive location, which is able to meet the requirements of modern businesses and thereby attract new investment into Scotland as well as ensuring that indigenous businesses are able to expand and prosper. By providing serviced employment sites and modern business premises in a strategic location, this will enable businesses to improve their productivity.

2.1.19. The programme will also support the regional strategic growth ambitions within SES Plan's *A Place to Do Business* theme, which identifies locations for investment and opportunities to support a low carbon economy. In relation to the latter, it is intended that the new premises will meet current building regulations and climate change legislation. Any plans to go beyond the limits imposed by these regulations and legislation will be developed in due course.

2.1.20. Demand analysis indicates that there is scope for innovative businesses to move into the Central Borders Innovation Park to accelerate their growth. Meanwhile, businesses that are less developed—particularly start-ups—will have opportunities to move into lower value space that is vacated elsewhere, enabling them to develop in a way that will allow them to move into the innovation park in the future.

2.1.21. Scottish Enterprise is confident that its business centre/co-working space will assist in helping to kick-start the wider generation of Tweedbank and also in creating a gateway to the Scottish Borders and an office hub that can compete with the out-of-town/satellite offices on Edinburgh's periphery.

2.1.22. The programme is intended to narrow the current productivity gap between the Scottish Borders and more productive areas. The ambition is to create more innovation-active businesses in the Scottish Borders, i.e. businesses that are engaged in all forms of innovation. In the medium-term, the ambition is to increase business investment in formal innovation such as research and development through working with Higher Education institutions, particularly through the City Region Deal data-driven innovation programme. As a partner in the City Region Deal programme, Scottish Borders Council has an opportunity to link into initiatives that would have previously been inaccessible to it. An example is the work being undertaken by the University of Edinburgh and Heriot-Watt University to improve digital skills across south-east Scotland. Such initiatives will help to deliver improved productivity and higher value jobs.

2.1.23. In the longer-term, businesses could sustain and improve their economic performance through increasing the value they generate from their data by adopting digital technologies—to create new products, new supply chain arrangements, new business models, individually and through collaboration—thereby creating/safeguarding jobs and turnover. This aspiration is particularly relevant to the second and third phases of the programme.

2.1.24. Investing in new office and industrial space will therefore create the conditions that can allow business innovation to occur more easily and allow innovative businesses to grow. Scottish Enterprise will be a key partner in advising and supporting businesses to this end as will Borders Business Gateway, which works closely with small and medium-sized enterprises that have been categorised as Early Stage Growth. Scottish Enterprise and Business Gateway will also assist businesses to become innovation-active in conjunction with the work being done through data-driven innovation.

2.1.25. The procurement of Phase 1 is already being implemented. Plans for Phases 2 and 3 will be considered in the light of this experience and also within the context of the approach being taken to procurement at the City Region Deal level. The capital spend on the development of the buildings will lead to opportunities for local SMEs to tender for contracts while prime contractors will have to meet the requirements of community benefit clauses that will be tailored to assist inclusive growth requirements.

2.1.26. The following table summarises the programme (figure 5).

Figure 5: Summary of programme

Development	Cost	Space to be provided		
		Office	Industrial	Totals
Phase 1				
Site 1	£3,000,000	1,404 m^2	n/a	1,404 m^2
Site 2	£2,370,000	60 m^2	1,250 m^2	1,310 m^2
Site 3	£2,180,000	750 m^2	1,700 m^2	2,450 m^2
Site 4	£5,230,198	2,446 m^2	n/a	2,446 m^2
Infrastructure	£1,270,000	n/a	n/a	n/a
Sub-totals	**£14,050,198**	**4,660 m^2**	**2,950 m^2**	**7,610 m^2**
Phase 2				
Site 2	£11,069,802	5,177 m^2	n/a	5,177 m^2
Sub-totals	**£11,069,802**	**5,177 m^2**	**n/a**	**5,177 m^2**
Phase 3				
Site 5	£3,900,000	1,632 m^2	400 m^2	2,032 m^2
Sub-totals	**£3,900,000**	**1,632 m^2**	**400 m^2**	**2,032 m^2**
TOTALS	**£29,020,000**	**11,469 m^2**	**3,350 m^2**	**14,819 m^2**

Source: Scottish Borders Council

3. Strategic Case

3.1. Overview

3.1.1. This section describes the "case for change", explaining the rationale for making the proposed investment and presenting evidence on the strategic policy fit of the programme.

3.1.2. The strategic case establishes the:

- Context for the business case, outlining the strategic aims at national, devolved, and local levels.
- Market failure that has been identified, using evidence to justify the proposed intervention and demonstrating the critical success factors for this.
- A set of objectives to meet the programme's aims.
- Measures for determining successful delivery of the objectives.
- Programme scope, determining what it will deliver.
- Breakdown of interdependencies on which the successful delivery of the programme will depend.
- Evaluation of the options considered.

3.2. National policy objectives

3.2.1. The project is timely in that its aims dovetail with the UK Government's *Industrial Strategy* of November 2017. This strategy articulates five foundations to transform the UK economy and boost productivity and earning power: Ideas; People; Infrastructure; Business Environment; and Place (Figure 6).[2]

Figure 6: The compatibility of the Central Borders Innovation Park with the UK's Industrial Strategy

UK Industrial Strategy Five Foundations	Description	Compatibility with the objectives of the Central

[2] H.M. Government: *Industrial Strategy: Building a Britain fit for the future*, November 2017, p. 10.

		Borders Innovation Park
Ideas	The world's most innovative economy	Creation of business space to allow innovative businesses to flourish.
People	Good jobs and greater earning power for all	Improvement in access to better jobs for the local population.
Infrastructure	A major upgrade to the UK's infrastructure	Accessibility to the Tweedbank site will be further improved.
Business Environment	The best place to start and grow a business	Provision of space to aid start-up businesses
Place	Prosperous communities across the UK	Creation of economic activity that will foster inclusive growth.

Source: Scottish Borders Council

3.3. Devolved policy objectives

3.3.1. The programme is aligned with the "4I" priorities in the Scottish Government's Economic Strategy as it will provide *investment* in local business; encourage *innovation* and *internationalisation*; and also contribute to *inclusive growth*.[3] Within the innovation strand of the strategy, this project would aim to foster a culture of innovation in the Scottish Borders through working with business, its regional partners, and the universities. Within the inclusive growth strand of the strategy, this project would look to promote Fair Work and address barriers to labour market entry for disadvantaged groups. The programme is also aligned to the National Performance Framework in that it would make the Scottish Borders a more attractive place to do business and help to maximise economic potential through providing better employment opportunities for local people.

3.3.2. The programme will support the objectives of *Scotland Can Do*[4] drawing on the research of the university sector to maximise the potential of innovative business processes. This work will particularly focus on the second and third phases of the programme.

3.4. Regional policy objectives

3.4.1. The on-going work to establish the South of Scotland Economic Partnership covering the local authority areas of Scottish Borders and Dumfries and Galloway is a key driver in regional policy. This work will complement the objectives of the Edinburgh and South East Scotland City Region Deal, particularly regarding the policy imperatives of innovation and inclusive growth.

3.4.2. This work is also being complemented by Scottish Borders Council's involvement in the development of a Borderlands Inclusive Growth Deal. This initiative, which also involves Dumfries and Galloway Council, Northumberland County Council, Cumbria County Council, and Carlisle City Council, includes a Business theme, which aims to encourage more innovation active businesses.

3.4.3. As both the South of Scotland Economic Partnership and the Borderlands Deal are still in development, these relationships will evolve over time. In the meantime, steps are being taken to minimise areas of potential duplication.

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[3] Scottish Government: *Scotland's Economic Strategy*, 2015.
[4] Scottish Government: *Scotland Can Do: Boosting Scotland's Innovation Performance. An Innovation Action Plan for Scotland.* January 2017.

3.5. Local policy objectives

3.5.1. The *Scottish Borders Economic Strategy 2023* sets out a strategic approach to the development of a prosperous economy. Objectives directly relevant to this programme are:

- "To ensure that new land and premises are developed to allow businesses to grow and relocate."
- "To maximise the economic development potential of the Borders Railway."
- "To encourage and support new business start-ups, and the growth of existing businesses."
- "To attract new businesses to the Scottish Borders."

3.5.2. The strategy's action plan includes a specific project to pursue land acquisition and phased refurbishment to create a Central Borders Innovation Park. The Scottish Borders Local Development Plan 2016 also notes the potential for development to meet strategic employment needs. The emphasis on an innovation park reflects other local authority aims including addressing being ranked 20th of the 23 Scottish NUTS 3 areas for productivity.

3.5.3. The economic potential of the Borders Railway has been boosted by overall passenger usage exceeding initial expectations with 22 per cent more passengers than predicted. The number of passengers using Tweedbank Station is ten times the number predicted; at Galashiels, it is five times. The railway is helping to bring the attractiveness of living and working in the Scottish Borders to national attention. This programme will help to put Tweedbank Station at the heart of a sustainable, thriving, vibrant community rather than being simply a "Park and Ride" facility for commuters and visitors. At present, most commuters using the railway travel north to Edinburgh. The programme can help to reverse this trend through creating good employment opportunities.

3.5.4. Of the main inclusive growth challenges identified at the City Region Deal level, the following are especially relevant within the context of the programme:

- Slow Growth;
- Skills inequality and polarisation;
- Gender and age inequalities; and
- Low income and low pay.

3.5.5. In terms of the percentage of working age population in employment, Scottish Borders (with a rate of 74.1 per cent for the period from April 2017 to March 2018) is "mid-to-lower table" when compared with other Scottish local authorities. However, workplace-based gross median weekly earnings in the Scottish Borders were the lowest of Scotland's local authorities in 2016 at £453.40. These were £81.60 per week less on average than in Scotland as a whole.[5] This project has the potential to attract more productive sectors of the economy, with commitments already in place from businesses in the information and communication technology, and electronic manufacturing sectors. It is intended that the City Deal investment will act as a catalyst for the whole Tweedbank master plan area and the wider central Borders by creating an environment conducive to higher growth businesses, which will have the effect of creating better paid employment opportunities.

3.5.6. It should also be noted that the area's working-age population (16-64) is forecast to decrease by 15 per cent between now and 2039.[6] It is for this reason that the *Scottish Borders Economic Strategy 2023* recognises a need to make the area more attractive to younger workers:

"To make the Scottish Borders a more attractive place to live and work and arrest the out-migration of our young people, the area needs to offer alternative options to stay in the area; locate to the area; and/ or raise the value of employment on offer – this is a key challenge..."

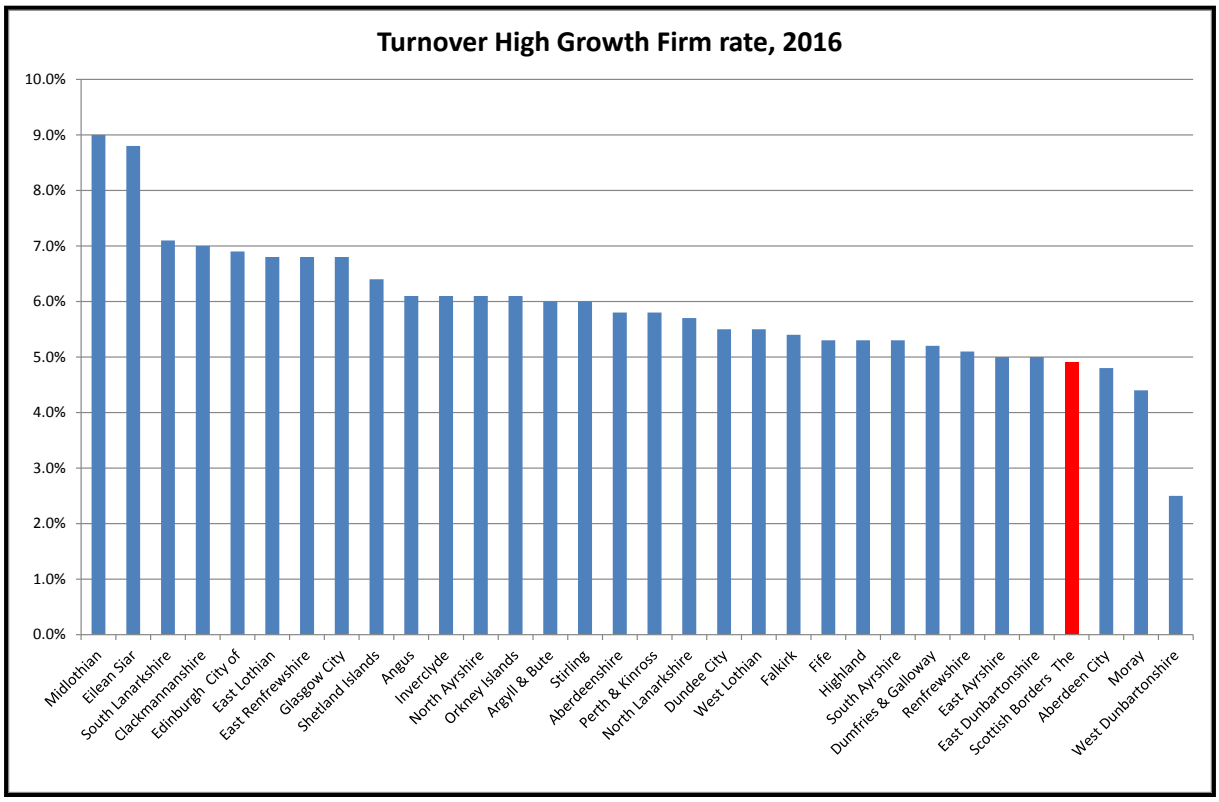
3.5.7. Drawing on lessons from the Enterprise and Skills Review, the Scottish Borders recognises constraints on innovation activities, particularly a lack of skilled people. The proportion of those employed in high skilled occupations is currently 38 per cent, the lowest figure of the six local authorities involved in the City Region Deal.

3.5.8. The skills issue is compounded in that the area is at a clear disadvantage given that the higher productive sectors of the economy tend to be located in urban rather than rural areas. Cities are more likely to possess the assets that contribute to higher productivity: a highly skilled workforce; good connectivity; competition; investment in Research and Development; and clustering of knowledge and innovation. An aim of this programme is to provide all of these elements with the additional lifestyle benefit of living in a rural area.

[5] Annual Survey of Hours and Earnings 2016.
[6] National Records of Scotland.

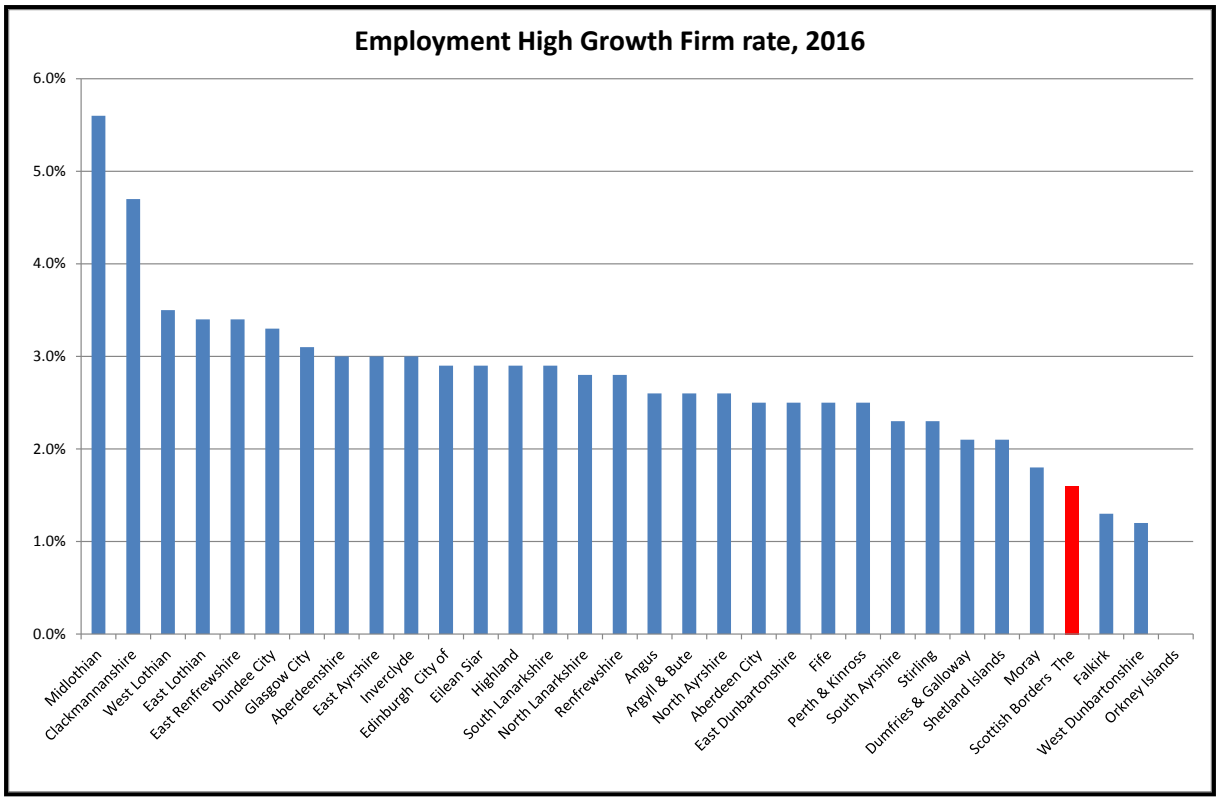
3.5.9. Innovation is a key driver in the economic development strategies that are intended to improve the performance of the Scottish Borders economy—strategies that are dependent on creating the type of programme that is the subject of this business case. The Scottish Borders currently lags behind most of Scotland in its proportion of High Growth Firms and in its share of Research and Development expenditure. Figures 7a and 7b show that the proportion of High Growth Firms within the local business base—measured by turnover and by employment—is among the lowest in the country.

Figure 7a: High Growth Firms in Scotland by turnover, 2016



Source: Scottish Borders Council

Figure 7b: High Growth Firms in Scotland by employment, 2016



Source: Scottish Borders Council

3.5.10. Building an innovation park has the potential to improve Research and Development levels by working with Higher and Further Education institutions, particularly through the City Region Deal data-driven innovation programme. Businesses with persistently higher levels of Research and Development tend to have a productivity level that is 13 per cent higher than the average.[7] The level of Research and Development expenditure by businesses in the Scottish Borders is low at £64 per head of population (2017 figures) compared to an average of £230 across Scotland.[8] Using the measure of business sites of registered enterprises by urban/rural classification, businesses based in accessible rural areas—such as Tweedbank—are least likely to be innovation active.[9] Increasing the number of innovative businesses would help to address the issue of slow growth, one of the inclusive growth challenges referred to above.

[7] Department for Business, Energy & Industrial Strategy: *Main Report – Science and Innovation Audit, Edinburgh and South East Scotland City Region*, p. 21.
[8] Scottish Government.
[9] UK Innovation Survey 2015.

3.5.11. The Scottish Borders needs to adopt innovative business processes and practices if it is to close the gaps in productivity and wages with the rest of Scotland. Innovation has been factored into the Central Borders Innovation Park Programme in the following ways:

- All incoming occupiers will be expected to undergo some form of innovation review and commit to the investigation of data-driven innovation opportunities to improve their productivity and competitiveness. Local interventions for SMEs will also be available through Business Gateway with one objective being to improve the area's rate of high growth start-up businesses.

- Scottish Borders Council will map existing and potential connections with intermediaries such as innovation hubs, catalysts, industry knowledge organisations and national agencies. This will assess the potential for better connectivity in this regard with a particular emphasis on local businesses.

3.6. Market failure

3.6.1. In its September 2016 report to Scottish Enterprise on a Central Borders Business Park, Ryden wrote that "in a competitive location there are almost no modern, purpose-built offices to offer to expanding or relocating companies, particularly the higher value sectors sought by economic development strategy which are most likely to require such premises". By siting such space at the railhead, the local economy will be in a much better position to attract businesses in these sectors.

3.6.2. The Central Borders Innovation Park has come forward on the back of the Scottish Government's £350 million investment in the Borders Railway. The Ryden report stated that "Scottish Borders' supply of immediate prime sites for inward investment is very limited. The Railway is providing an opportunity to promote the location to mobile investors."

3.6.3. This analysis is backed up by recent experience in Hawick, which has shown how hard it is to meet the needs of inward investors with the existing outdated, inflexible property portfolio that exists in the area. Currently there is only one high quality, modern office premises available in the Central Borders and there is very little modern manufacturing space built after 2000. The existing stock of employment property is becoming increasingly obsolescent in physical, functional and environmental terms, which is constraining business activity and economic growth in the area.

3.6.4. According to analysis done by the Scottish Assessors' Association in 2015-16, industrial stock in the Central Borders consisted of 592 premises, which totalled 407,229 m^2 in area.[10] Of these, only 14 per cent were larger than 1,000 m^2 in area. The majority (71 per cent) were less than 500 m^2 in area (Figure 8).

Figure 8: Industrial stock in the Central Borders, 2015-16

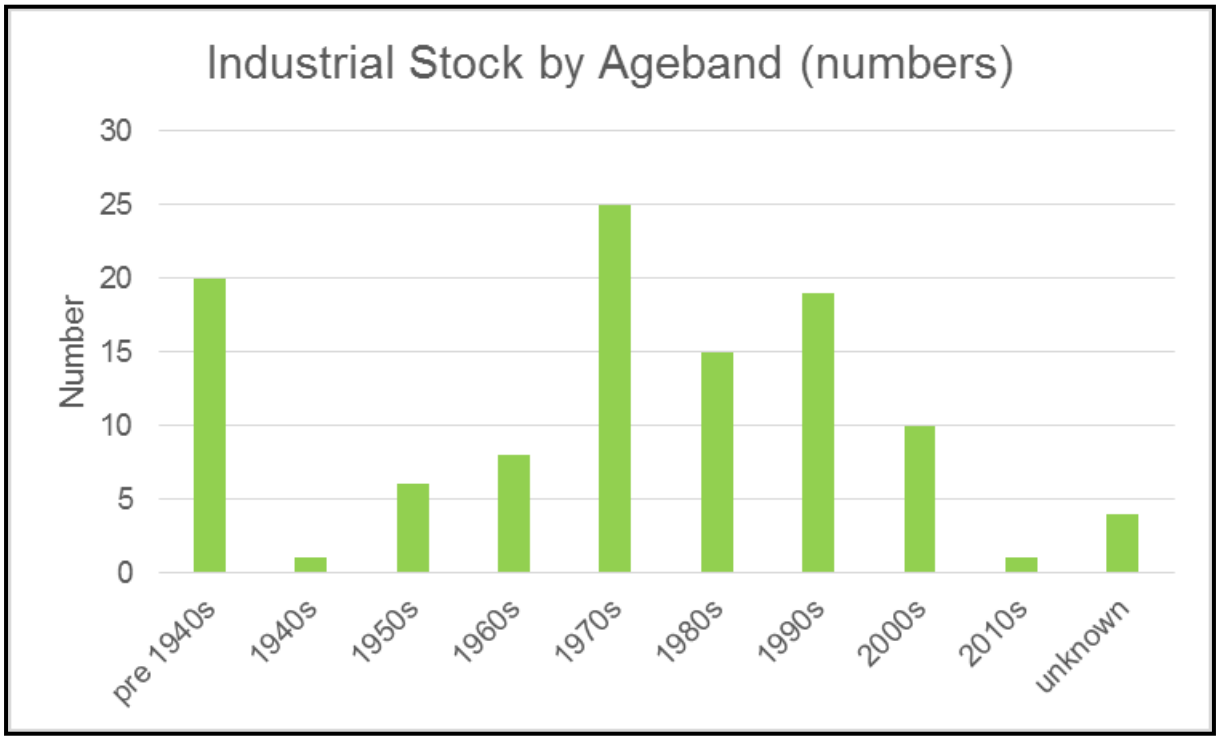
Size band (m^2)	Number of properties	Area (m^2)
0-99	120	7,416
100-199	124	17,621
200-499	175	55,345
500-999	77	54,265
1,000-1,999	42	56,065
2,000-4,999	23	63,872
5,000-9,999	17	108,832
10,000+	3	43,813
Unknown	11	0
Total	**592**	**407,229**

Source: Scottish Borders Council

3.6.5. Figure 9 illustrates the age bands of 109 industrial buildings in the Central Borders, which are taken from a smaller sub-set of industrial buildings monitored by CoStar. The majority of these buildings (69 per cent by number of units, 85 per cent by area, not shown) date from before the 1990s.

[10] This analysis comprises properties classified as depot, factory, industrial unit, warehouse, workroom, workshop, bakery, brewery, laboratory, printing works, sorting office, and vehicle testing.

Figure 9: Age bands of industrial stock in the Central Borders



Source: Scottish Borders Council

3.6.6. Given their age, few of these buildings will have been refurbished to standards introduced by the Scottish building regulations of 2002. Moreover, the April 2016 reduction in vacant property rates relief from 100 per cent to 10 per cent after six months means that an older industrial building of over 1,000 m^2 is liable to an annual rates bill of around £18,000.

3.6.7. Over the past five years, average take-up within the Scottish Borders office market has been in the order of 2,500 m^2 per annum largely comprising fairly small individual occupational requirements in the order of 140 m^2. According to analysis done by the Scottish Assessors' Association in 2015-16, office stock in the Central Borders consisted of 597 premises, which totalled 65,247 m^2 in area. This is only 16 per cent in area of the amount of industrial stock available. Of these, only 2 per cent were larger than 1,000 m^2 in area. Over 90 per cent were less than 500 m^2 in area (Figure 10).

Figure 10: Office stock in the Central Borders, 2015-16

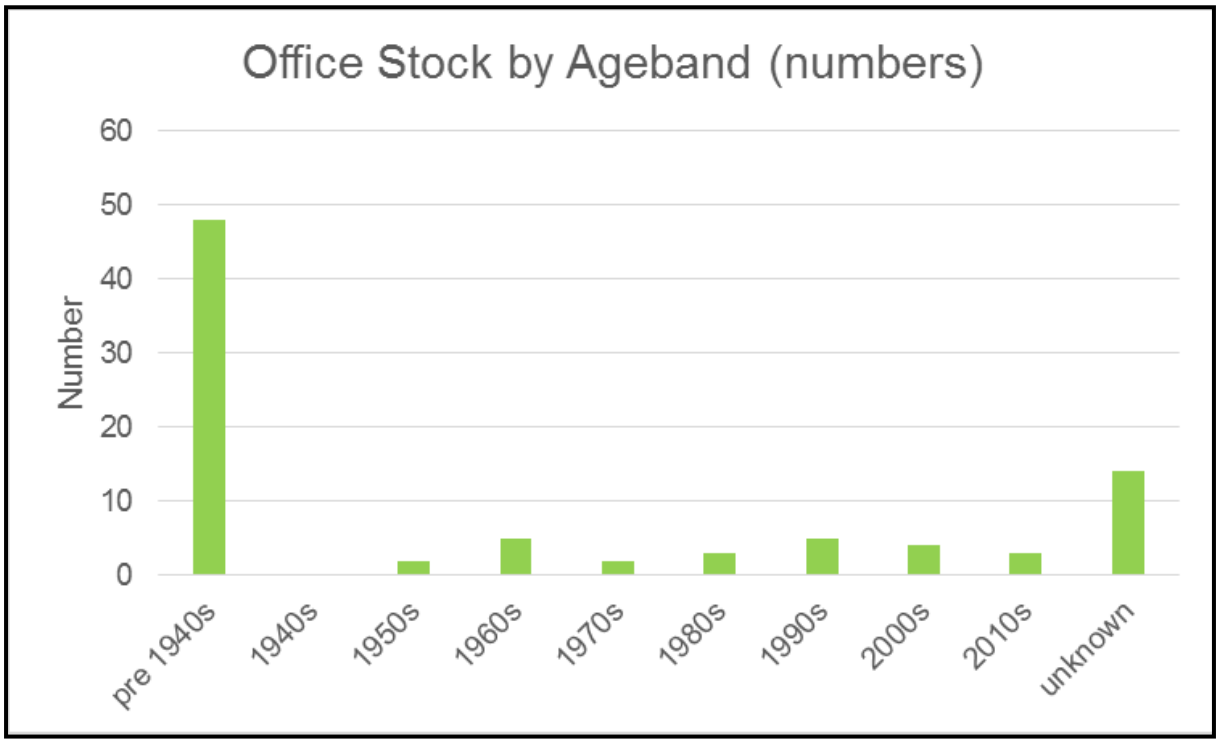
Size band (m^2)	Number of properties	Area (m^2)
0-99	398	17,039
100-199	84	11,898
200-499	61	17,588

500-999	7	5,434
1,000-1,999	7	9,070
2,000-4,999	2	4,218
5,000-9,999	0	0
10,000+	0	0
Unknown	38	0
Total	**597**	**65,247**

Source: Scottish Borders Council

3.6.8. Figure 11 illustrates that the majority of office stock (56 per cent) dates from before the 1940s.

Figure 11: Age bands of office stock in the Central Borders



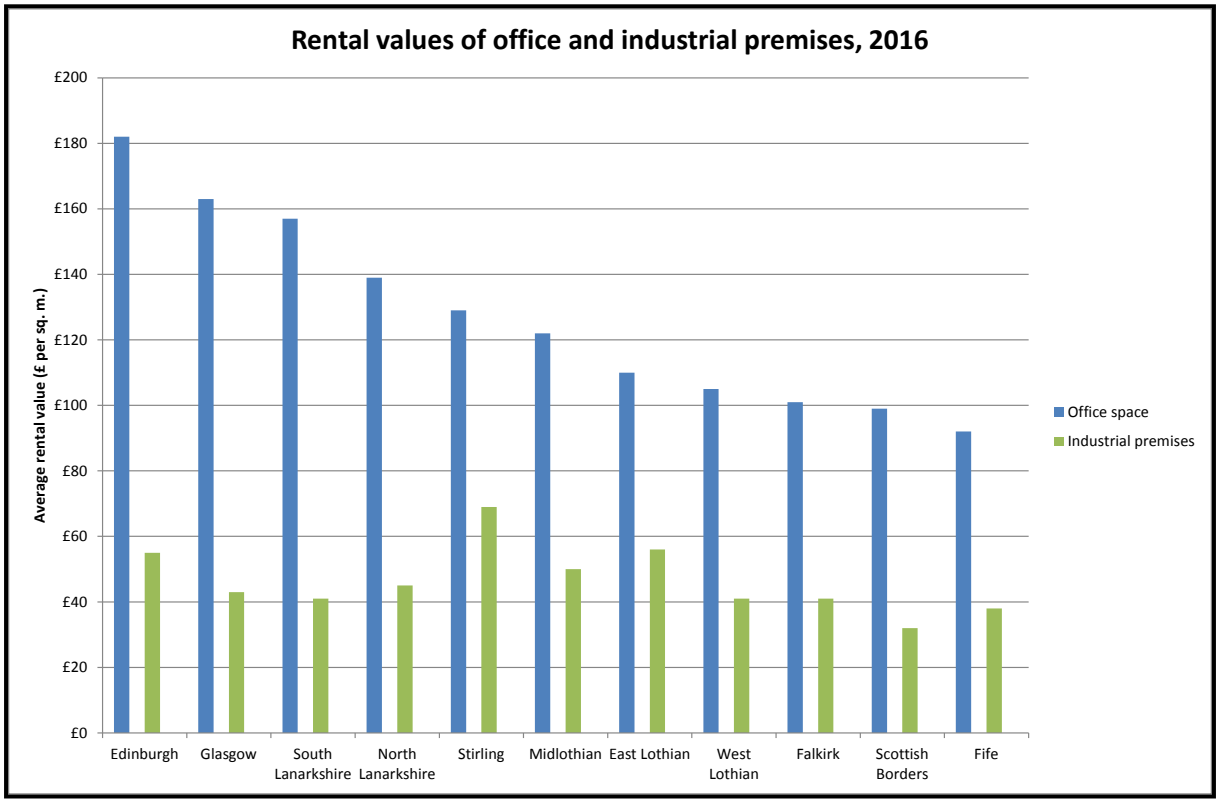
Source: Scottish Borders Council

3.7. Critical Success factors

3.7.1. In 2013, an "Economic and Market Assessment" for new business space at Tweedbank was undertaken on behalf of Scottish Borders Council and Scottish Enterprise. It showed that there are a range of positive economic benefits to be yielded from a new railway. These include access to employment, services, business relocations, population change, productivity, and perceptions of an area. The report's economic analysis highlighted short-term demand for new commercial office space to meet projected growth in the "professional and business services" in the central Borders over five years. This estimated demand for 450 m^2 to 1,750 m^2 of new space with between 180 and 350 new jobs created. Over the medium-to-long term (up to 15 years), the report suggested there could be demand for between 5,000 m^2 and 12,000 m^2 of new office floor space potentially creating between 1,000 and 2,300 jobs. Failure to provide this space would mean that the Scottish Borders would only realise the negative impact of providing a rail link to jobs outside the area.

3.7.2. Figure 12 shows that rental values (and therefore revenue) in the Scottish Borders are lower than those prevalent in the central belt. Industrial premises in the Scottish Borders cost, on average, £32 per m^2 in 2016, which is the lowest rate among the 11 local authorities surveyed. Office space could be rented at £99 per m^2 on average in the Scottish Borders. Only Fife was cheaper at £92. This relatively low cost is an additional short-term advantage for potential inward investors.

Figure 12: Rental values of office and industrial premises, 2016



Source: Scottish Borders Council

3.7.3. Within the Central Borders, rents for office space vary. Flexible accommodation within the Tweed Horizons Business & Conference Centre at Newtown St Boswells ranges from £82.24 per m^2 to £96.88 per m^2. Within multi-let accommodation at Ettrick Riverside, Selkirk, rent is between £64.58 per m^2 and £123.78 per m^2. In Galashiels, rents at Galabank Business Park have been between £129.17 per m^2 and £134.55 per m^2, and quoted rents at the Waverley Chambers at Galashiels Transport Interchange are £129.17 per m^2.

3.7.4. Rental growth is being experienced within the Central Borders industrial market. Rents have typically been within the range of £40.36 per m^2 to £53.82 per m^2. There are examples above these levels within Galabank Business Park going up to £63.51 per m^2.

3.7.5. The Ryden report of 2016 provides an analysis of the market need. The supply of commercial and industrial property in the Scottish Borders was significantly lower in 2014-16 than it was in the post-recession period of 2012-13. Anticipating an increase in the supply of quality business premises through the creation of a Central Borders Business Park, Ryden concluded that:

"There is good consensus among consultees around the target occupier market for Tweedbank. Smaller, innovative companies with growth potential from the existing catchment and potentially more footloose are expected to be attracted over time as the location is improved."

3.7.6. Scottish Enterprise is confident that its business centre/co-working space will assist in the wider generation of Tweedbank and also in creating a nationally competitive office hub. A review of emerging trends in the market for multiple occupancy business space has been completed by Graham & Sibbald and this has identified a mix of room sizes for the business centre.

3.7.7. The operating model for the business centre will include access arrangements for start-ups, commuters, and growing businesses. There may be opportunities to link it to other business centres through using shared applications thereby enabling businesses to have access to various facilities across the region.

3.8. Objectives

3.8.1. Overall, the programme will allow for a clear pathway to be created from the initial investment stage to "game-changing" impacts for the Scottish Borders (Figure 13).

Figure 13: Pathway for innovation and economic growth

Input →	Activity →	Output →	Outcome →	Impact
City Deal funding for new office and industrial space. Planning with stakeholders to maximise benefits of innovation.	Building of new, modern premises allowing businesses to work more efficiently.	Improved productivity with a proportion of occupiers engaging in innovative processes.	Business growth through increased turnover and profits. "Ripple effect" encouraging private sector to invest in new business space.	Increased employment, including higher skilled jobs, uplift in GVA and productivity.

Source: Scottish Borders Council

3.8.2. To ensure that the programme creates this pathway, five strategic objectives have been identified for it:

- 1.) Spend up-front to install the necessary infrastructure at Tweedbank that will allow further investment to be leveraged in from the public and private sectors.
- 2.) Construct employment property to encourage existing and new businesses to set up and/or expand their operations in the area.
- 3.) Liaise with the Higher Education sector to determine the degree to which innovative concepts such as data-driven innovation can be applied.
- 4.) Work with employers to ensure that high skilled and well-paid employment is on offer to a wide range of potential employees.
- 5.) Utilise existing land and locate the innovation park close to the area's highest concentration of population and the railway so as to reduce carbon footprints.

3.9. Measures for success

3.9.1. For each objective set out in 3.8.2, an "indicator of success" has been established to determine what constitutes successful delivery of the programme. Indicators and related targets are outlined in Figure 14.

Figure 14: Measures for success against the programme's strategic objectives

Indicator	Targets	Relating to objective
Attract non-Council and non-City Deal sources of funding	Leverage £5M of other public sector funding and £4.1M of private sector investment	1.) Spend up-front to leverage in investment
Improve the quality of business space on offer	Increase take-up rates of businesses; reduce proportion of empty premises	2.) Construct employment property for businesses
Assist businesses in becoming more innovation-active	Increase the number of High Growth Firms in the Scottish Borders	3.) Application of data-driven innovation
Create higher skilled and better paid jobs	Increase number of more productive jobs, including employment for under-represented groups.	4.) High skilled, well-paid employment offer
Reduction in car usage and in commuter travel times to work	Reduce CO^2 emissions towards the national average.	5.) Reduce carbon footprints

Source: Scottish Borders Council

3.10. Interdependencies

3.10.1. Within the context of the City Region Deal, Scottish Borders Council will work with strategic partners, particularly Fife Council and the University of Edinburgh, to maximise the benefits of data-driven innovation and its potential to increase the number of innovation active businesses, both regionally and locally. At the local level, there are a number of key stakeholders involved in the programme: Scottish Enterprise, businesses occupying the sites, and local business organisations. These interdependencies will be managed through the governance structures described in the Management Case below. Each stakeholder will be expected to abide by and, where appropriate, help to meet the programme's strategic objectives.

3.11. Options

3.11.1. Prior to selecting the parameters of the programme, four options were examined. These were "do nothing"; "do minimum"; "do something"; and "do everything". These options are set out in Figure 15 below, which compares the alignment of each option with the aforementioned stated objectives for the programme.

Figure 15: Central Borders Innovation Park option assessment summary

Option	Alignment with Programme objectives					Comments
	1.)	2.)	3.)	4.)	5.)	
Do nothing: Status quo with Tweedbank Industrial Estate continuing to decline.	×	×	×	×	×	Would exacerbate the gap in economic performance between the Scottish Borders and Scotland as a whole, which is currently a differential of almost one-fifth.
Do minimum: Building the core of an innovation park in Tweedbank on Council-owned land next to the railway station and also newly acquired land on the southern edge of Lowood Estate.	√	√	√	√	√	The favoured option, which is affordable given currently secured funding and the land is ready for development. This option is most likely to secure private sector investment.
Do something: Building a new innovation park	×	√	√	√	√	This option does not offer value-for-money as the costs of creating all of the required infrastructure are too prohibitive at present and there are

to include all the newly acquired business land in Lowood and also land on the existing industrial estate.						concerns about the short-to-medium term demand for the additional space in the proposal.
Do maximum: Build all business and residential infrastructure as outlined in the masterplan.	×	√	√	√	√	Far too costly at this stage; the "do minimum" option provides traction for building out the rest of the masterplan when more funding is available and demand for the proposed development space is more apparent.

Source: Scottish Borders Council

4. Economic Case

4.1. Overview

4.1.1. This section identifies the key economic impacts of the programme and presents an assessment of its overall value-for-money. This effectively shows the extent to which the programme's benefits outweigh its costs. The economic impacts of the programme have been appraised following the principles contained within HM Treasury's Green Book guidance.

4.1.2. The programme's impacts are summarised in Figure 17 on the Economic Assessment, which provides a summary of modelled quantitative and monetised impacts.

4.1.3. This section contains the following elements:

- An overview of the programme's Options Appraisal together with sensitivity analyses.
- A value-for-money statement.
- Potential risks to achieving value-for-money.
- A description of the anticipated economic impacts from the programme.

4.2. Options Appraisal

4.2.1. The strategic case identified a preferred scenario that best fits the objectives for the programme. The other options set out in the strategic case were not taken forward to appraisal as these do not meet the programme's objectives. Sensitivity scenarios have also been appraised and these are presented later in the Economic Case.

4.2.2. The option that has been appraised was based on the following key principles and assumptions:

- A 30-year economic appraisal period, for consistency with other City Region Deal projects and programmes.
- It is assumed that empty property rates relief of 10 per cent would be applied assuming 90 per cent of rates are charged.
- The financial assessment NPV is based on Scottish Borders Council's financing position solely (Scottish Borders Council-built buildings and rents).
- The appraisal includes the full economic impact of the development (including privately funded and built buildings).
- Scottish Borders Council can currently borrow at a rate of between 2.75 per cent and 3 per cent. For reasons of prudence, a borrowing rate of 3 per cent has been used in the appraisal.

- It has been assumed prudent to model an occupancy rate of 75 per cent to allow for uncertainties in predicting economic circumstances over the life of the project.[11]
- Discount rates of 3.5 per cent are assumed across the 30-year period.

4.2.3. Two separate sensitivity tests have been undertaken to demonstrate where there could be a positive impact on the base case and where there could be a negative impact on it (Figure 16 and Appendix 3). The sensitivities tested were:

Positive impact:

- An increase of 10 percentage points in the modelled occupancy rate of 75 per cent.
- Under the Business Accelerator, no empty rates costs are assumed.
- A decrease of 10 per cent in construction costs.
- An increase of 5 per cent in the rental income price.
- A decrease of one percentage point in interest payable.
- An increase of 5 per cent in other capital funding.

Negative impact:

- A decrease of 5 per cent in other capital funding.
- A 3-year delay in other capital funding.
- A decrease of 5 per cent in the rental income price.
- An increase of two percentage points in interest payable.
- An increase of 10 per cent in construction costs.
- A two-year delay in developments becoming available.
- A decrease of 10 percentage points in the modelled occupancy rate of 75 per cent.

Figure 16: Sensitivity Analysis

Sensitivities (£M)	**(NPV of surplus)**	**(Surplus)**	**Interest**	**Annual revenue grant**	**No. of annual revenue grant payments**	**Change in NPV**
Base Case (Medium cost scenario) – Annual grant in arrears	(3.5)	(11.1)	2.8	(1.0)	15	
Positive impact on Base Case (Low cost scenario)						

[11] The average occupancy rate of premises rented by Scottish Borders Council is currently 87 per cent.

Occupancy increased from 75% to 85%	(5.3)	(14.4)	2.5	(1.0)	15	(1.8)
Business Accelerator – No empty rates costs	(4.3)	(12.5)	2.7	(1.0)	15	(0.8)
Construction costs - 10% decrease	(6.7)	(15.0)	1.5	(1.0)	15	(3.2)
Rental Income Price + 5%	(4.2)	(12.4)	2.7	(1.0)	15	(0.7)
Interest - 1% decrease	(3.7)	(11.4)	1.7	(1.0)	15	(0.2)
Other capital funding + 5% increase	(4.1)	(11.8)	2.5	(1.0)	15	(0.6)
Negative impact on Base Case (High cost scenario)						
Other capital funding - 5%	(3.2)	(10.9)	2.9	(1.0)	15	0.2
3-year delay in other capital funding	(3.2)	(11.4)	3.3	(1.0)	15	0.3
Rental Income Price - 5%	(3.1)	(10.4)	2.8	(1.0)	15	0.3
Interest + 2% increase	(3.7)	(11.4)	5.4	(1.0)	15	(0.2)
Construction costs + 10% increase	(0.6)	(7.8)	4.2	(1.0)	15	2.9
2-year delay in developments being available	(2.8)	(10.3)	3.0	(1.0)	15	0.7
Occupancy reduced from 75% to 65%	(2.0)	(8.4)	2.9	(1.0)	15	1.5

Source: Scottish Borders Council

4.3. Value-for-money assessment

4.3.1. The value-for-money assessment summarises the impact of the programme and is based on economic modelling. It uses the HM Treasury Green Book method of cost-benefit analysis, by weighing the benefits against the costs to indicate whether the scheme offers value-for-money. This is based on summing the monetised impacts to establish a BCR, which enables a conclusion about the programme's value-for-money to be made.

4.3.2. The overall BCR for the programme is 16:1 and this forms part of the economic assessment presented in figure 17.

Figure 17: Economic Assessment summary

GVA impact and jobs impact	
NPV of Direct GVA	£349,988,318
NPV of Construction GVA	£61,141,889
Net jobs impact (total)	383
Gross construction jobs impact (Maximum in Year 6)	380
BCR	£16:£1
Tax impact	
NPV of direct net Income Tax	£14,790,032
NPV of direct National Insurance	£24,520,679
NPV of direct net Corporation Tax	£8,732,326
NPV of gross NDR impact	£1,987,886

Source: Scottish Borders Council

4.3.3. The following headline conclusions can be drawn from the results of the economic assessment:

- The scheme represents very high value-for-money with a strong BCR.
- An assessment of the quantitative elements of the economic model (jobs and GVA) demonstrates a strong impact on meeting the wider economic objectives of the programme.

4.4. Value-for-money risks

4.4.1. There are risks that could potentially impact on the value-for-money of the programme:

- **Lower underlying demand** for phases 2 and 3. This is a risk as it is difficult to determine the levels of demand in three-to-four years' time for the anticipated space given the unpredictability of future

economic conditions. Reduced occupancy is, therefore, one of the tests that has been assessed as part of the sensitivity analysis.

- **Higher costs** resulting from an underestimation of capital costs or an increase in the future costs of buildings in phases 2 and 3 and in maintenance of the buildings in all phases owing to macro-economic conditions.
- These risks have been included within the Programme Risk Register, which is in Appendix 4 of this FBC, and will be monitored as the programme proceeds.

4.5. Economic Impacts

4.5.1. The programme will have a large beneficial impact on local and regional employment and productivity. Meeting the objectives of increasing employment, particularly that which is highly skilled and well-paid, and increasing productivity, would have a direct and an indirect impact on the local economy through increased household income and demand for local services. The utilisation of brownfield and greenfield sites around Tweedbank Station for economic activity should also lead to an increase in land values in the area making it more attractive for future investors.

5. Financial Case

5.1. Overview

5.1.1. This section presents evidence of affordability across the life of the programme. It also includes information on the drawdown of City Region Deal funding.

5.2. Programme costs

5.2.1. The programme will cost £29,020,000. This figure is unchanged from the OBC and was verified by Scottish Borders Council's cost consultants in November 2018. A summary of the programme costs is given in Figure 18.

Figure 18: Cost estimate summary

Cost category	Cost (£)			
	Phase 1	Phase 2	Phase 3	**Totals**
Demolition and site servicing	500,000	0	0	**500,000**
Development costs	12,280,198	11,069,802	3,900,000	**27,250,000**
Infrastructure	1,270,000	0	0	**1,270,000**
Totals	**14,050,198**	**11,069,802**	**3,900,000**	**29,020,000**

Source: Scottish Borders Council

5.2.2. As can be seen, the majority of the programme's cost will be spent on developing the buildings at each of the five sites. At the present time, it is intended to carry out all infrastructure work during Phase 1 although the construction of the road (costing £450,000) that is required to access the site that will be developed on Lowood Estate is not time-critical.

5.2.3. The costs include an allowance of 10 per cent for optimism bias. No allowance for inflation has been included at this stage.

5.3. Spend profile

5.3.1. The expenditure profile for the programme is illustrated in Figure 19. As underspend is a significant risk for government, expenditure profiling has been done on a pessimistic basis with a fixed annual drawdown of £1 million from the City Region Deal assumed from 2020-21.

Figure 19: Expenditure spend profile summary (15 years)

	18-19	**19-20**	**20-21**	**21-22**	**22-23**	**23-24**	**24-25**	**25-26**	**26-27**	**27-28**	**28-29**	**29-30**	**30-31**	**31-32**	**32-33**
Scottish Borders Council	0.6	4.4	0	0	0	0	0	0	0	0	0	0	0	0	0
Scottish	0	0	1	1	1	1	1	1	1	1	1	1	1	1	1

Government															
Scottish Enterprise	0	0.9	0.6	0	0	0	0	0	0	0	0	0	0	0	0
Borders Railway Blueprint	1	1.9	0.6	0	0	0	0	0	0	0	0	0	0	0	0
Private sector	0	2.6	1.4	0	0	0	0	0	0	0	0	0	0	0	0
Totals	**1.6**	**9.8**	**3.6**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**

Source: Scottish Borders Council

5.3.2. Whole life costs have been built into the financial model. These cover management costs, maintenance costs, and empty rates costs. Figure 20 gives a breakdown of the programme's whole life costs, which are anticipated to be almost £8.8 million.

Figure 20: Summary of whole life costs

Category	Costs over 30 years
Management costs	£995,326
Maintenance costs	£6,713,316
Empty rates costs (over 1,000m^2 only/10 per cent relief)	£1,080,176
Total	**£8,788,818**

Source: Scottish Borders Council

5.3.3. The financial model has also allowed for an analysis of operating income. This would be derived from rental income at the sites that will not be owned by the private sector. Figure 21 gives a breakdown of operating income for those sites, which is anticipated to be over £19.9 million.

Figure 21: Summary of operating income

Site	Income over 30 years
Site 1	£3,007,368
Site 4	£13,665,195
Site 5	£3,233,952
Total	**£19,906,515**

Source: Scottish Borders Council

5.4. Funding assumptions

5.4.1. The Scottish Government through the City Region Deal will fund some 51.7 per cent of the programme. In its role as the City Region Deal's accountable body, City of Edinburgh Council will have a framework in place to ensure accountability; that the funding represents value-for-money; and that there are sufficient safeguards in place to ensure the money is spent in accordance with appropriate legal requirements. As a recipient of this money, Scottish Borders Council will abide by all accountability and assurance criteria.

5.4.2. The contributions from the Borders Railway Blueprint, Scottish Borders Council, the private sector, and Scottish Enterprise make up 48.3 per cent of the programme's costs. These will be managed through the governance structure put in place for the Borders Railway Blueprint. This will ensure that public sector grants and private sector contributions will be claimed and reported through the Borders Railway Blueprint Leaders' Group. The Central Borders Innovation Park programme will have sight of the drawdown of the funding and will also have access to the reporting of this process.

5.4.3. In modelling the drawdown of Scottish Government grant, a worst case scenario of a fixed drawdown of £1 million per annum for 15 years from 2020-21 was assumed. This scenario is subject to change and the financial model can be revised accordingly.

5.5. Rental income

5.5.1. The financial modelling informing this part of the business case is indicative at this stage, but has sufficient detail for the purposes of this FBC.

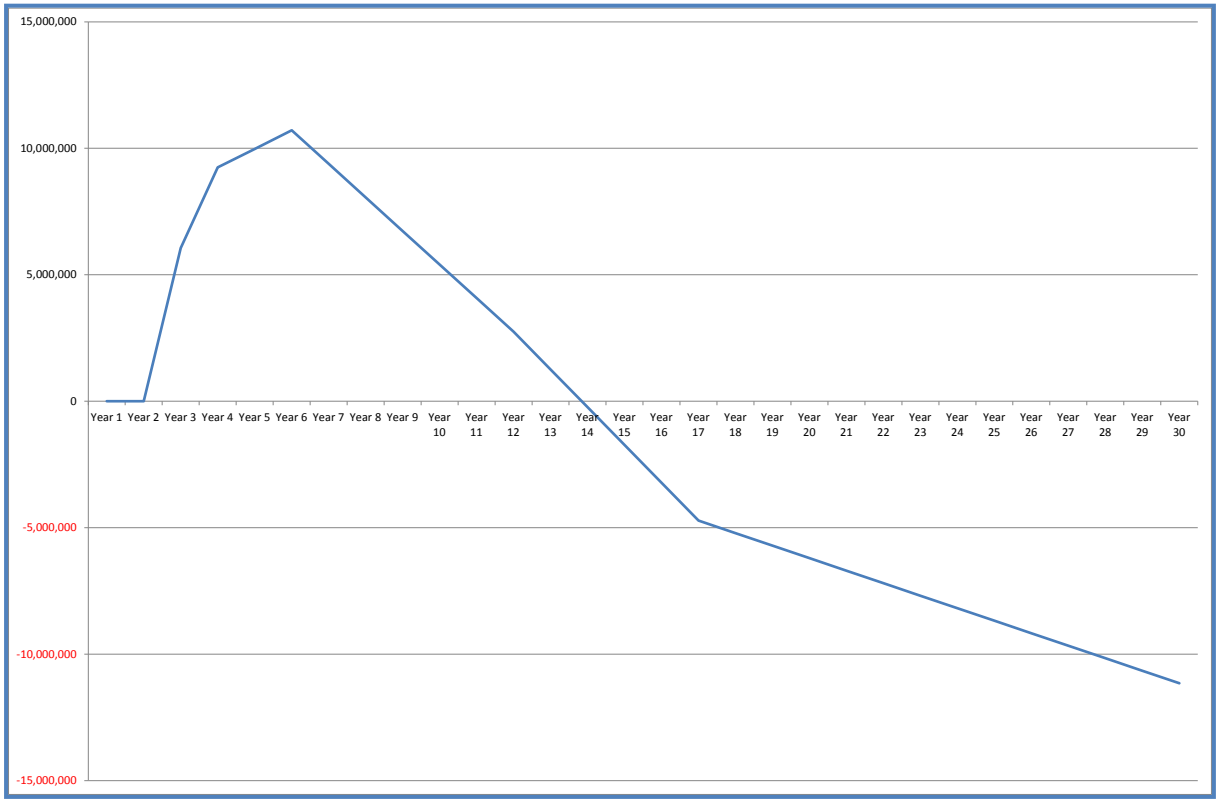
5.5.2. Projections for rental income are based on achieving a 75 per cent occupancy rate for the office and industrial space with rates based on the Scottish Borders averages for office and industrial space given in Figure 8 above inflated to 2018-19 prices. (These rates are considered to be on the pessimistic side given the rates that are quoted for high quality premises elsewhere in the Scottish Borders.) Although rental income will probably not be as uniformly consistent throughout the life of the programme as suggested in the financial model, it is possible that vacancy rates will not be as high as 25 per cent given anticipated demand, certainly in the short-and-medium terms.

5.5.3. It is assumed that empty property rates relief of 10 per cent would be applied assuming 90 per cent of rates are charged.

5.6. Debt requirement

5.6.1. The financial modelling estimates the amount of borrowing that will be required to cover outstanding deficits at the end of each financial year. The overall borrowing requirement would peak at £12.3 million in Year 6 (2023-24) with repayment taking place in Year 15 (2032-33). The cumulative operating costs (capital and revenue) over the life of the programme are illustrated in Figure 22, which shows that it would generate an overall surplus of £11.1 million by Year 30 (2047-48).

Figure 22: Cumulative operating costs (capital and revenue) over 30 years



Source: Scottish Borders Council

5.6.2. At the present time, the local authority does not have any capital funding beyond its £5 million contribution and requires the City Region Deal contribution to make the programme viable. As the programme moves into surplus, income could be re-invested in line with the principles of the City Region Deal. This may include using income to support the future build-out of the Tweedbank master plan area as well as re-investing income into the core innovation park.

5.6.3. The Council did not model a scenario where there could be no cumulative cost surplus or development debt at the end of the 30-year period. This was to ensure that the Council could mitigate the financial risk involved in the programme as otherwise all of this risk would rest with it.

5.7. Debt drawdown and repayment profile

5.7.1. Scottish Borders Council can currently borrow at a rate of between 2.75 per cent and 3 per cent. For reasons of prudence, a borrowing rate of 3 per cent has been used in the modelling. The Council will follow its financial regulations with regard to capital borrowing as the programme proceeds. Compliance will be monitored through the Council's internal and external audit procedures.

5.7.2. There are risks that the cost of infrastructure projects which drive the potential rentals and capital receipts are significantly understated or that phases of the programme deliver significant cost over-runs. This might increase the level of unsupported borrowing, increase debt costs or the payback period. Flexibility has therefore been built into the financial model so as to monitor the situation on an on-going basis.

5.8. Revenue activity

5.8.1. Current Council revenue activities will resource work on employability initiatives, community benefits, and also innovative activity and business support through Business Gateway. It will also engage businesses to develop fair and progressive workplace practices through highlighting the need to participate in national, regional, and local initiatives on Fair Work.

6. Commercial Case

6.1. Overview

6.1.1. This section sets out the approach for procuring the construction of each phase of the programme. With regard to the procurement of works and services, Scottish Borders Council's procurement regulations will be fully adhered to as will the provisions of relevant Scottish, UK, and EU legislation. Scottish Borders Council is very experienced in delivering infrastructure works in the Scottish Borders.

6.1.2. All procurement must be done in accordance with Scottish Borders Council's procurement regulations and the relevant legislation. All contracts let by the Council must comply with the Council's Procurement and Contract Standing Orders.

6.1.3. Owing to the differing timescales of the programme's phases, each requires a separate procurement strategy. The outputs and options are described below together with an outline of the proposed approach.

6.2. Required outputs

6.2.1. The outputs required throughout the programme from consultants and contractors will be monitored throughout the duration of all contracts that are let. The programme manager will have responsibility for the monitoring of performance; compliance with the specification and other terms of the contract; costs and benefits; Best Value requirements; equality requirements; delivery; and risk management. The contractors must adhere to the procurement regulations described above.

6.2.2. In accordance with the requirements of the City Region Deal and also with Scottish Borders Council policy, community benefit clauses will be put in place so as to benefit the long-term unemployed, young people looking for apprenticeships, and other people requiring work experience opportunities. These clauses will help to unlock opportunities within relatively deprived communities and groups thereby assisting inclusive growth.

6.2.3. Scottish Borders Council's Sustainable Procurement Policy Group is putting in place a methodology to measure the impact of community benefits from its construction projects. This methodology will be used to assess the utility of community benefits on this project.

6.3. Procurement approach

6.3.1. Owing to the differing timescales of the programme's phases, a separate procurement strategy is required for each phase. Moreover, as each project within the first phase is being procured by different stakeholders, there are four separate procurements taking place.

6.3.2. Scottish Enterprise and the private sector are responsible for the procurement of the buildings that will occupy sites 1, 2, and 3 respectively. In the case of Eildon Mill (site 2), the programme manager has been responsible for the demolition of the existing building and subsequent site works. Procurement timescales for sites 2 and 3 can be seen in the Programme Plan for Phase 1, which is given in Appendix 5.

6.3.3. Scottish Enterprise has procured a design team and project management team and will go for internal approval in early 2019. The outline programme for site 1 is shown in Figure 23.

Figure 23: Outline programme for site 1

Activity	Date	Potential related activity
Stakeholder review meeting (RIBA Stage 2 – concept design).	January 2019	Stakeholders with interest in the facility have the opportunity to attend.
Submission of planning application to Scottish Borders Council.	March 2019	Stakeholders can review the application through the Council's planning portal.
Issues Works Contract Tender documents.	October 2019	Ensure that community benefits are achieved. (employment, training, and supplier development opportunities).
Appoint contractor.	December 2019	
Start on site.	January 2020	
RIBA Stage 6 – facility handover and operational staff training.	October 2020	

Source: Scottish Enterprise

6.3.4. Site 4 will be procured by Scottish Borders Council. An ESPD route is being used and the procurement timescales, which extend over a period of six months, are illustrated in Figure 24.

Figure 24: Procurement timescales for site 4

Procurement activity	Start date	End date
Preparation of tender documents	03.09.18	19.10.18
Issue ESPD	22.10.18	22.10.18
ESPD period	22.10.18	16.11.18
Review of ESPD returns	19.11.18	30.11.18
Selection of shortlist	03.12.18	03.12.18
Issue of ITT	21.01.19	21.01.19
Tender period	21.01.19	01.03.19
Tender return deadline	04.03.19	04.03.19
Review and preparation of report (including interviews if required)	04.03.19	15.03.19
Contract award	18.03.19	18.03.19

Source: Scottish Borders Council

6.3.5. A similar approach is likely to be followed to the procurement of the other buildings in site 4 during the second phase of the programme and also in the procurement of the buildings that will complete site 5. The procurement strategy to be adopted for phases 2 and 3 will be informed by the experience of phase 1.

7. Management Case

7.1. Overview

7.1.1. This section describes how the programme will be delivered. It demonstrates the realism of the timescales and the phasing; that a robust governance structure is in place; that risks have been identified and can be managed; and that there are clear processes in place for communications and stakeholder management.

7.1.2. The Management Case also shows how the benefits set out in the Economic Case will be realised and includes measures to assess and evaluate these.

7.1.3. This section contains the following elements:

- Programme dependencies.
- Governance, organisational structure and proposed roles.
- A programme implementation scheme.
- Information on proposed communication and stakeholder management.
- Risk identification and a risk management strategy, setting out how the risks that have been identified, their potential impact, appropriate mitigation and management.
- A Benefits, Realisation, Monitoring and Evaluation Plan, which describes the approach to ensuring that the stated benefits in the Economic Case are delivered. It also describes monitoring of the programme's objectives and KPIs as stated in the strategic case.
- Change management process.

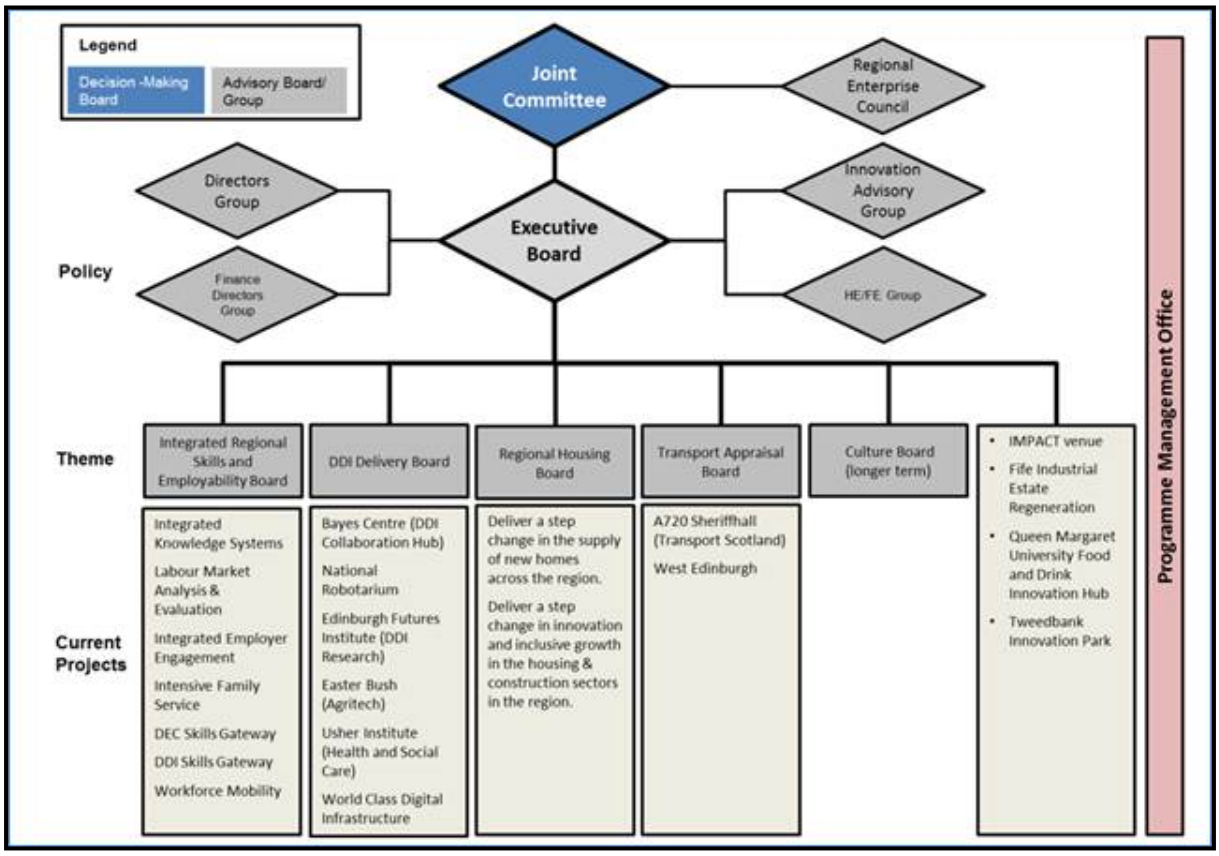
7.2. Programme dependencies

7.2.1. The Central Borders Innovation Park programme closely aligns with the wider plans for realising the vision of the Tweedbank Masterplan. It includes five individual projects that will be completed across the programme's three phases. Successor phases will be dependent on the completion of the previous phase of the programme. This is particularly relevant in Phase 2, which will complete the buildings being constructed at site 4. Future plans for the build out of industrial, retail, and office space within the whole masterplan area are dependent on the successful completion of this programme.

7.3. Programme governance and reporting

7.3.1. At the regional level, the project sits within the governance structure agreed by the City Region Deal partners (Figure 25). These governance arrangements will enable decisions to be taken in an open and transparent way for the whole region.

Figure 25: City Region Deal Governance Structure

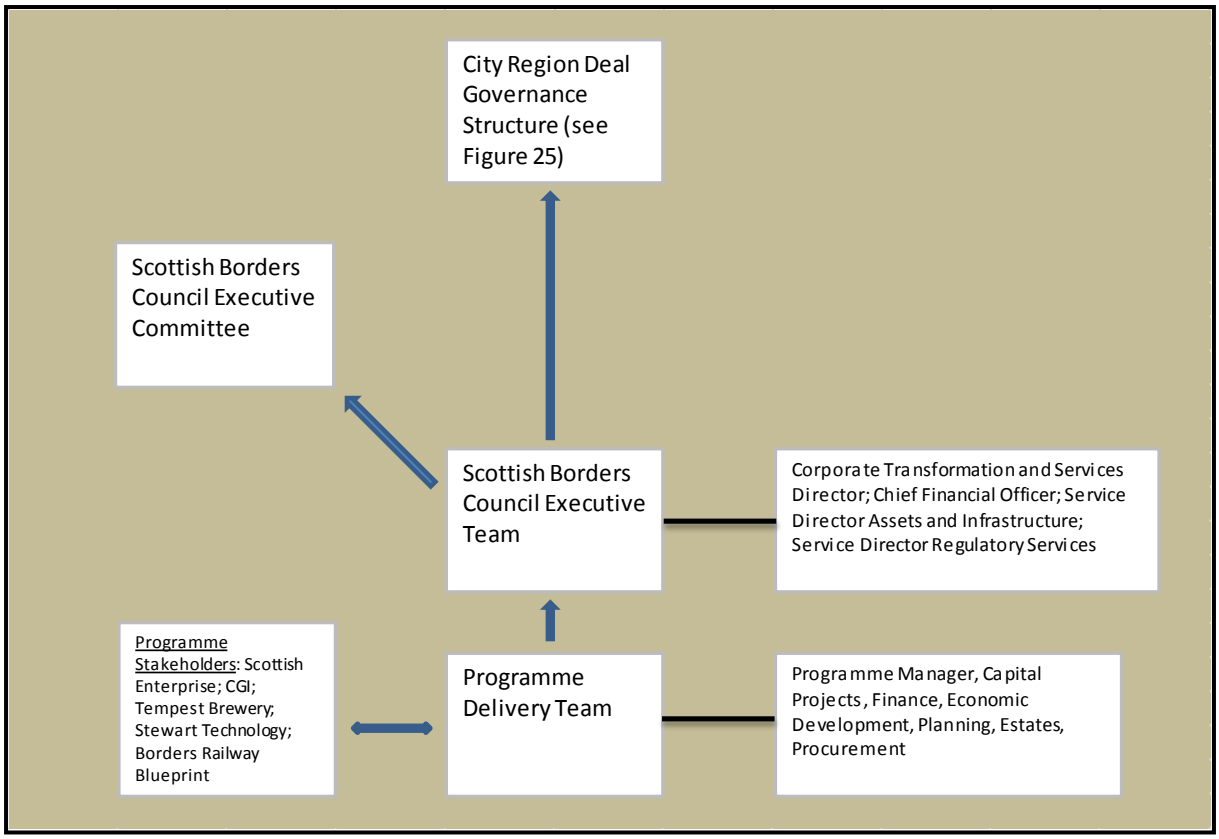


Source: Edinburgh and South East Scotland City Region Deal

7.3.2. Scottish Borders Council will be represented on the Joint Committee by its Leader; on the Executive Board by its Chief Executive; on the Directors' Group by a senior officer; and on the Finance Directors' Group by its Director of Finance. The Scottish Borders will also have representation on the Transport Appraisal Board (by a council officer); on the Regional Enterprise Council (by a business person yet to be appointed); and on the Higher/Further Education Group (by Borders College).

7.3.3. An officer-level Programme Delivery Team has been established and a Programme Manager put in place with the primary responsibility for managing the delivery of the programme. Figure 26 shows how this team fits into the local governance structure, which, in turn, fits into the regional governance structure. It should also be noted that officers from Scottish Borders Council will also continue to work with Fife Council, Scottish Futures Trust, and the Scottish Government to develop the detail of the programme and its constituent projects.

Figure 26: Local Governance Structure



Source: Scottish Borders Council

7.3.4. The purpose of the Executive Team will be to review and monitor progress of the programme and to provide advice and guidance where necessary. It will feed into the Executive Board within the regional governance structure (see Figure 25 above). The Executive Board will hold decision-making power for the project and reports into the Joint Committee. The Executive Board comprises the six regional local authority chief executives, six regional local authority directors with a remit for the economy, a representative for the region's universities and colleges, and a Programme Management Office function.

7.3.5. This programme will submit its funding claims to City of Edinburgh Council, which is the accountable body for the City Region Deal finances. Stewardship will be provided by a Programme Board and membership will include a Section 95 Officer to provide assurance of the overall programme's finances, and ensure that the financial requirements agreed with both the UK and Scottish Governments are met. The overall programme will also be aligned with the City of Edinburgh Council's financial regulations and, where appropriate, the regional partners'. Should the programme present any risks to the overall programme, it will be held to account by City of Edinburgh Council.

7.3.6. Should this FBC be approved, formal Government approval will be sought to enable City Region Deal funds to flow to the programme. Funding will be provided by the Scottish Government to Scottish Borders Council via City of Edinburgh Council in the respective roles of the local authorities as the delivery and the accountable bodies.

7.4. Programme implementation scheme

7.4.1. An outline programme implementation scheme with projected key milestones is described in Figure 27.

Figure 27: Summary of Programme implementation scheme

Element of project	Start date	End date
Phase 1		
Ex-Tapestry site	March 2018	December 2020
Eildon Mill	May 2018	December 2019
Quarry East	August 2018	September 2020
Quarry West	March 2018	April 2020
Phase 2	2020 (indicative)	2022 (indicative)
Phase 3	2022 (indicative)	2024 (indicative)

Source: Scottish Borders Council

7.5. Communications and stakeholder management

7.5.1. A communications plan will be prepared to enable Scottish Borders Council to:

- Inform the public and key stakeholders of progress with the programme.
- Communicate the expected benefits of the programme.
- Manage stakeholder expectations.

7.6. Risk management strategy

7.6.1. As lead delivery partner, Scottish Borders Council will be responsible for the identification, management, and mitigation of all risks associated with the programme. A programme risk register has been developed and is presented in Appendix 4.

7.7. Benefits realisation plan

7.7.1. As lead delivery partner, Scottish Borders Council will be responsible for recording the benefits of the programme. Indicative outcomes (see Strategic Case) have been developed as part of this FBC:

- The occupation of at least 75 per cent of the new office and industrial space.
- Targeting of occupation types.
- The creation of high quality, high earning jobs.
- Accessibility to employment for disadvantaged groups.
- Uplift in the GVA of the Scottish Borders local authority area.
- Increasing the area's spending per head on Research and Development.
- Improving the area's place on the table of productive regions.
- Increasing the number of High Growth Firms and innovation-active businesses.
- Increase in the number of account managed and Business Gateway clients.
- Proportion of procurement spend in the Scottish Borders.

7.7.2. These objectives will create impacts at the culmination of the programme pathway (Figure 28).

Figure 28: Programme pathway for inclusive growth

Input →	Activity →	Output →	Outcome →	Impact
City Deal funding for new office and	Allocation of resources to help local SMEs	Local SMEs winning sub-contract	Creation of jobs among the unemployed	Increased employment, including higher

industrial space.	bid for sub-contracts and unemployed people/under-represented groups to take part in employment programmes.	tenders. Job offers to underemployed and under-represented groups.	and under-represented groups.	skilled jobs, reduction in inequalities.

Source: Scottish Borders Council

7.8. Monitoring and evaluation

7.8.1. Processes will be put in place to ensure that thorough through-life project evaluation takes place to demonstrate that the programme is meeting its strategic objectives. The day-to-day monitoring of performance, budgets, and risks will take place as the programme is being implemented. A longer-term impact evaluation will supplement this process evaluation through assessing the success of the intervention at all points on the impact evaluation pathway described in Figure 29.

Figure 29: Impact evaluation pathway

Input →	Activity →	Output →	Outcome →	Impact
Funding streams, including City Region Deal. People resource. Private sector expertise. Construction activity.	Development of office and industrial space. Creation of innovation active businesses. Creation of new jobs. Pre-and post-occupancy reviews.	Increase in turnover. Occupiers undertaking data driven innovation. High quality jobs for the unemployed and under-represented groups.	Number of jobs created. Number of jobs for the unemployed and under-represented groups. Number of new innovation active businesses.	Increased GVA. Increased productivity. Increase in higher skilled jobs. Decreased unemployment among under-represented groups.

Source: Scottish Borders Council

7.9. Change management

7.9.1. Scottish Borders Council will be responsible for the monitoring and reporting of changes to programme scope, scale, and cost. These changes will be recorded in a Change Control Notification and immediately reported to the relevant authority as per the governance arrangements described above.

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Appendix 1: Economic Appraisal

Submitted separately.

Appendix 2: Financial Appraisal

Submitted separately.

Appendix 3: Sensitivity Analysis

Submitted separately.

Appendix 4: Programme Risk Register

Risk	Impact	Probability	Mitigation
Businesses with pre-let agreements decide not to proceed with their projects.	High.	Low.	Constant engagement with businesses to ensure that suitable Heads of Terms are agreed.
Main construction contractor(s) appetite is not there for a programme of this size and location.	High.	High.	Early sift market testing undertaken to gauge appetite of potential contractors.
Increases in the cost of the programme	High.	Medium.	Financial costs with an allowance for inflation are being calculated as the programme goes forward with input from technical cost consultants.
Delays to the programme.	High.	Medium.	The programme timescales have been lengthened, which is relieving pressure in this respect.
Lack of sufficient demand for space in phases 2 and 3	High.	Medium.	Baseline has been established with marketing planned. If demand is weaker than expected, change management process allows for delays.
Inadequate monitoring processes	Medium.	Low.	Programme Manager to be responsible for ensuring that robust monitoring is in place to measure the indicators outlined in this FBC.
Re-allocation of surplus revenue to other budgetary priorities.	Medium.	Low.	Steps to be taken to ensure that revenue is re-invested in the project throughout its life or re-invested into future work to build out other commercial developments in the master plan area.
Increased debt	High.	Medium.	Robust sensitivity

servicing costs			analysis of the base case to determine affordability of increases in servicing of debt.
Over-optimistic assumptions about revenue	High.	Low.	Robust sensitivity analysis of the base case to determine impact of changes in occupancy and rental levels.
Compliance with State Aid regulations	High.	Low.	Regular consultation with State Aid Unit to ensure compliance of programme.
Ineffective governance structures	High.	Low.	Clear governance structure with transparent reporting lines and buy-in from all stakeholders.
Lack of engagement with under-represented groups	High.	Low.	Leverage of local and regional networks that exist regarding employability and skills.
Interdependencies with other City Region Deal initiatives	High.	Low.	SBC is working collaboratively with other relevant stakeholders, particularly Fife Council and the University of Edinburgh.

Appendix 5: Programme Plan

Submitted separately.

RESPONSE TO SCOTTISH GOVERNMENTS CONSULTATION ON REDUCING HEALTH HARMS OF FOODS HIGH IN FAT, SUGAR OR SALT CONSULTATION

Report by JOINT DIRECTOR OF PUBLIC HEALTH

SCOTTISH BORDERS COUNCIL

31 JANUARY 2019

1 PURPOSE AND SUMMARY

This paper summarises work undertaken to respond to Scottish Government's Consultation Paper, "Reducing Health Harms of Foods High in Fat, Sugar or Salt". That document sets out proposed restrictions on the promotion and marketing of items termed "discretionary foods" which are foods high in fat, sugar or salt and should not form a staple of an individual's diet. The draft response document which be seen in Appendix A has been prepared jointly by Borders Public Health and SBC Regulatory Services (Trading Standards).

No other country has yet implemented measures to limit the marketing and promotion of these foods in this way and so the policy will be ground breaking.

There are clear potential health and inequality benefits to this proposal in terms of having an impact on rates of overweight and obesity in our communities along with their associated diseases such as heart disease, type 2 diabetes and some cancers.

There are however enforcement implications for local authorities as, for example, Scottish Government puts forwards its suggestion that local authorities be given the role of enforcing the proposed policy with Ministers given powers to issue guidance to local authorities.

SBC has secured a date of 31st of January 2019 to submit its response to the consultation paper.

2 RECOMMENDATION

Scottish Borders Council is asked to consider the draft responses (based upon public health advice) made to the consultation document (please see Annex A) and whether or not it wishes to make a formal response to Scottish Governments consultation document based upon them.

3 BACKGROUND

Scottish Government has put forward a consultation document looking at proposals to limit the promotion and marketing of foods high in fat, sugar or salt, so called discretionary foods within retail premises.

The driver for this work is to reduce the health harms experienced by people in Scotland associated with consumption of these junk foods. This approach is one aspect of the approach to address over consumption of unhealthy foods in Scotland and builds upon the previously published Scottish Government 'Programme for Government' that stated:

"We will consult this year on a range of actions to deliver a new approach to diet and healthy weight management – including on support to lose weight for people with, or at risk of, type-2 diabetes. To support this, we will also progress measures to limit the marketing of products high in fat, sugar and salt which disproportionately contribute to ill health and obesity."

Furthermore this policy consultation flows directly from "A Healthier Future: Scotland's Diet & Healthy Weight Delivery Plan", published on the 2nd of July 2018, in which the Scottish Government set out how it will improve our nation's health by improving our diet and weight.

The policy sets out that the categories of foods to be targeted are:

- confectionery
- sweet biscuits
- crisps
- savoury snacks
- cakes
- pastries
- puddings
- soft drinks with added sugar

The consultation also asks if ice-cream and dairy desserts should also be included as a category of discretionary food.

This draft policy also has the potential to support our regional and local work around Type 2 diabetes prevention and our shared vision to make the healthy choice the easy choice in the Scottish Borders.

4 SUMMARY OF COMMENTS (SEE ANNEX A FOR FULL DRAFT RESPONSE)

4.1 Comments on Health

There are clear potential health benefits to limiting the marketing and promotion of discretionary foods within retail establishments.

While it will certainly be useful to target the discretionary foods listed above there is also a need to include drinks high in sugar, salt, fat or calories irrespective of whether or not this is 'added'.

Similarly ice-cream and dairy desserts should also come under the scope of the new policy as they are often high in fat and high in sugar and do not form an

essential dietary component. While diary based desserts could offer some benefits in terms of calcium and other nutrients, these would be available from other sources in a healthy diet. Their benefit in a dairy based dessert would be offset by the high energy density and presence of salts, sugars and fats.

Ready meals should also be included in the scope of the policy as should hot food take-aways as these can form a significant part of people's diets and may have deleterious health consequences.

More clarity is also needed around the definition of 'savoury snack".

4.2 Comments on Enforcement

The consultation document suggests that Scottish Government are considering giving local authorities the role of enforcing the proposed policy and are also considering giving Ministers powers to issue guidance to local authorities.

SBC comments are as follows:

Local Authorities have experience of similar enforcement regimes in relation to tobacco and nicotine vapour products and have had a role in the online pricing of alcohol following the implementation of the MUP legislation. Whilst it would be for the local authority to determine which service is best placed to enforce the proposals, Trading Standards already have a role in policing pricing and it would make sense to utilise the expertise that already exists in the LA.

However it should be recognised that there will be a need for Scottish Government to work with local authorities to quantify current and future resources required to police pricing promotions and to provide these to local authorities to reduce the inevitable additional burden that the proposed restrictions will create.

4.3 Comments on Impact to Business

To have compliance from retailers and therefore sustainable change in patterns of consumption, a level playing field is needed in terms of their promotion. This can only reasonably be achieved through making the measures mandatory across the sector and therefore this policy is to be welcomed.

As the proposal is to make these changes mandatory (with the exception of wholesale outlets where sales are only made to trade and activities such as charity bake sales) it is unlikely to have an unfair impact across different retailers.

5 Next Steps

If approved, final submission to Scottish Government will be made by 31st January 2019.

6 CONSULTATION

The following have been consulted on this document:

- Public Health Directorate

- Michael Cook, Corporate Policy Advisor SBC
- Tricia Scott, Protective Services Manager, Regulatory Services, SBC
- Alicia Knight, Physical Health Co-ordinator Mental Health NHS Borders

This document has previously been circulated for information and discussion to the following political groups within SBC:

- Independents Alliance
- Conservative Group
- Scottish National Party Group
- Liberal Democrats Group
- Independents Group

Author(s)

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Tricia Scott	Protective Services Manager, Regulatory Services, Scottish Borders Council

Background Papers:
Previous Minute Reference:

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

Contact us at Council Headquarters, Newtown St. Boswells, Melrose, TD6 0SA

Appendix A - Reducing Health Harms of Foods High in Fat, Sugar or Salt. Responses to Consultation Document

Reducing Health Harms of Foods High in Fat, Sugar or Salt

Consultation Paper

October 2018

Scottish Government
Riaghaltas na h-Alba
gov.scot

MINISTERIAL FOREWORD

On 2 July, I launched **A Healthier Future: Scotland's Diet & Healthy Weight Delivery Plan**[1]. In it I set out how the Scottish Government will improve our nation's health by improving our diet and weight.

Scotland deservedly has a burgeoning reputation for the quality and provenance of our food such as our seafood, red meat, soft fruit and oats. But at the same time we have one of the poorest public health records in Europe. That is why we have an aspiration to become a Good Food Nation, where we are not only renowned for what we produce and sell but also what we consume.

Tackling Scotland's serious diet and weight problem requires actions on a number of fronts. Poor diet and overweight or obesity cause public health harm. So, it is clear we must take decisive action.

Failure to meet our dietary goals shows how hard it is for many of us to eat well and maintain a healthy weight. Not only is food much more energy dense and readily available, we also live increasingly sedentary lifestyles and are bombarded with seemingly ever-present messages that encourage us to over-consume. In many instances we over-consume and food and drink that should be occasional treats have become a daily habit for many of us.

In taking a multi-pronged approach, I recognise that no single measure will turn the situation around. A comprehensive suite of actions needs to be taken over the long term to make a real and lasting difference.

One key component is ending our nation's damaging relationship with junk food that is high in fat, sugar or salt, and reducing associated health harms. One of the ways we are seeking to do this is by restricting the promotion and marketing of some of the foods we need to eat less.

[1] Scottish Government (2018), *A Healthier Future: Scotland's Diet & Healthy Weight Delivery Plan*, http://www.gov.scot/Publications/2018/07/8833

Promotion and marketing works. That is why so much effort is expended on them. By restricting, at the point of purchase, the promotion and marketing of foods that have next to no beneficial nutritional value, it is reasonable to expect less of these foods will be purchased, improving, over time, our diet-related health.

This is a ground-breaking policy. No country has yet introduced such measures, so we cannot use the experience of others to demonstrate likely success. We should not let that dissuade us, nor should we shirk from this challenge. Scotland has a positive history of taking ambitious and pioneering action to protect the public's health. We were the first in the UK to introduce a smoking ban in public places, and we recently became the first country in the world to introduce a minimum unit price on alcohol.

We consult because we want better policy – and better outcomes as a result. We want to ensure the steps we propose taking are proportionate and are likely to deliver beneficial outcomes. Your responses will inform the consideration of legislation and impact assessments. I thank you in advance for your response.

JOE FITZPATRICK MSP

Minister for Public Health, Sport and Wellbeing

1. EXECUTIVE SUMMARY

1. The primary aim of the policy is to reduce the public health harm associated with the excessive consumption of calories, fat, sugar and salt, including the risks of developing type 2 diabetes, various types of cancer and other conditions such as cardiovascular disease.

2. We would also be looking to the policy to help reduce diet-related health inequalities, including in relation to socioeconomic disadvantage.

Foods

3. The food and drink categories listed in the next paragraph are typically high in fat, sugar or salt, and yet provide little or no nutritional benefit necessary for a healthy diet. These foods[2] are optional and are therefore referred to as 'discretionary foods'. In Scotland, discretionary foods are frequently consumed and have a significant negative impact on our diet, providing 20% of calories, 20% of fats and 50% of sugar.[3]

4. We are considering targeting discretionary categories.[4] These are:

- confectionery
- sweet biscuits
- crisps
- savoury snacks[5]
- cakes
- pastries
- puddings
- soft drinks with added sugar.

5. Views are sought on whether we should treat ice-cream and dairy desserts[6] as a category of discretionary foods. If the category were considered discretionary, we would include it in the above list of targeted categories.

6. In seeking to reduce population-level intakes of calories, fat, saturated fat, free sugar[7] and salt, we are considering restricting the in-store promotion and marketing of discretionary foods.

7. We would seek expert, technical advice on defining the full category definitions and any exclusions of particular foods/products from those definitions.

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[2] "foods" is the collective term used in this paper for food and drink.
[3] Food Standards Scotland (2018), *The Scottish Diet - It needs to change 2018 update*, http://www.foodstandards.gov.scot/downloads/Situation_report_-_the_Scottish_diet_-_it_needs_to_change_-_2018_update_FINAL.pdf
[4] The food categories considered within the definition of 'discretionary foods' differs slightly in data sources , but is sufficiently close for the purposes of this paper.
[5] Savoury snacks include, among other things corn snacks, wheat snacks, prawn crackers, poppadums.
[6] Dairy desserts include, among other things, yogurts, custards and rice puddings.
[7] Targeting discretionary food and drink will target free sugars as almost all the sugars in them will be free.

Price Promotions

8. In relation to foods subject to the restrictions, we are considering restricting, where they are sold to the public:

- multi-buys
- sale of unlimited amounts for a fixed charge.

9. We are not considering restricting:

- temporary price reductions
- multi-packs.

Other Forms of Promotion and Marketing

10. In relation to the foods subject to restrictions, we are considering restricting other forms of promotion or marketing where they are sold to the public. The following illustrates such restrictions (it is not an exhaustive list):

- placement at checkouts, end-of-aisle, front of store, island/bin displays, etc.[8]
- promotion of value (e.g. promotion of price, size or volume)
- shelf-edge displays and signage
- in-store advertising
- upselling (e.g. being asked if you want an additional product at the till or to increase the size of it)
- coupons (whether physical or electronic) being accepted (10p/20% off etc.)
- purchase rewards (e.g. toys, vouchers, loyalty card points, reduced price for another product, competition entry)
- free samples
- branded chillers and floor display units.

11. We are considering prohibiting:

- outlets from being able to sell or lease display spaces for foods subject to the restrictions
- manufacturers and distributors from providing promotional or marketing material and from making arrangements for the display of foods subject to the restrictions.

12. We are not considering restricting:

- packaging (except in relation to promotion of value)
- position on shelf/number of products on display (except in relation to selling/leasing space)
- number of aisles or location of aisles for foods within outlet (except for positioning restrictions)
- size/volume of foods.

[8] This would include anywhere any space sold to a manufacturer or distributor for the promotion or marketing of a targeted food.

Places

13. We are considering applying the restrictions to any place where targeted foods are sold to the public in the course of business. They would therefore apply, among other places, to retail and Out of Home outlets and wholesale outlets where there are also sales made to the public.

14. They would not apply to:

- other wholesale outlets (where sales are only to trade), because any promotion or marketing would not directly encourage the public to purchase the foods.
- activities such as charity 'bake sales', because they are not conducted in the course of business.

15. Views are sought on whether, and if so to what extent, restrictions should be applied online.

Exemptions

16. Views are sought on whether:

- positioning restrictions (e.g. in relation to display at checkouts) should be exempted where there is no reasonable alternative to displaying foods elsewhere
- food marked as discounted because it is close to expiry should be exempt from positioning and 'promotion of value' restrictions
- other exemptions to restrictions should be considered.

Enforcement and Implementation

17. We are considering giving local authorities the role of enforcing the proposed policy.

18. We do not anticipate a need for a new register.

19. We are considering giving Ministers powers to issue guidance to local authorities.

20. We are considering a guide to industry to support effective implementation.

Legislative Framework

21. In giving consideration to legislation needed to implement the policy, we aim to ensure that there is sufficient flexibility to future-proof the policy.

Monitoring and Evaluation

22. The implementation and impact of the policy would be monitored and evaluated.

2. INTRODUCTION

The primary aim of the policy is to reduce the public health harm associated with the excessive consumption of calories, fat, sugar and salt, including the risks of developing type 2 diabetes, various types of cancer and other conditions such as cardiovascular disease.

We would also be looking to the policy to help reduce diet-related health inequalities, including in relation to socioeconomic disadvantage.

"Of all the things our society could do to reduce the burden of obesity and other diet-related chronic diseases, interventions at the point of purchase holds an enormous potential. The point of purchase is when people make their decisions about what and how much to buy and to consume, for themselves as well as for their families. The point of purchase is the setting where people are challenged to either follow through on their long-term goals to stay healthy or are tempted to buy and consume foods that will increase the risk of weight gain, hypertension, diabetes, and cancer".

Cohen D and Lesser L. Obesity prevention at the point of purchase. Obesity Reviews 2016. 17:389–396.[9]

1. Too many of us in Scotland have a poor diet and an unhealthy weight, which can have a negative impact on our health and wellbeing. This is in part because we generally consume too many calories and too much fat, sugar and salt.[10]

2. In *A Healthier Future: Scotland's Diet and Healthy Weight Delivery Plan*[11] ("the delivery plan") we have outlined the Scottish Government's actions to improve the nation's diet-related health outcomes. These actions will help us to achieve our vision - to create a Scotland where everyone eats well, and we all have a healthy weight – and meet our ambitions to halve childhood obesity levels by 2030, and to significantly reduce diet-related health inequalities.

Promotion and marketing of foods high in fat, sugar or salt

3. The marketing of HFSS foods is recognised as playing a significant role in the dietary choices of Scotland's young people.[12] Given this, the delivery plan outlines a series of actions to reduce consumption of HFSS foods, including by restricting HFSS broadcast and non-broadcast advertising to children.

4. UK consumer expenditure on price promotions is the highest in Europe[13] and data show that price promotion of food and drink in Scotland is skewed towards less

[9] https://www.ncbi.nlm.nih.gov/pmc/articles/PMC5406228/
[10] Further information on this is set out in **Annex C**.
[11] https://www.gov.scot/Publications/2018/07/8833
[12] Institute for Social Marketing: University of Stirling & the Open University Stirling (2015), *The Impact of Food and Drink Marketing on Scotland's Children and Young People.* (Commissioned by Scottish Government) https://www.stir.ac.uk/media/stirling/services/faculties/sport-and-health-sciences/documents/Impact-of-Food-and-Drink-on-Scotlands-Young---Sept-15.pdf
[13] Public Health England (2016) *Sugar Reduction: The evidence for action. Annexe 4: An analysis of the role of price promotions on the household purchases of food and drinks high in sugar* *https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/470175/Annexe_4._Analysis_of_price_promotions.pdf*

healthy categories.[14] Given the prominence of discretionary foods, the lack of need to consume them for a healthy diet and their negative impact on diet, weight and health, we are considering restricting the in-store[15] promotion and marketing of this specific subset of HFSS foods.

5. This consultation seeks detailed views on a key element of the delivery plan: whether to restrict the promotion and marketing of discretionary foods where they are sold to the public to reduce the volume and frequency of their purchase (and associated health harm of their consumption).

6. Changing the environment in which people buy and eat food is likely to be more effective than measures to influence individual behaviour change because it applies across the whole population.[16] Also, measures aimed at encouraging individual behaviour change may disadvantage those who find it difficult to access health promotion advice and preventive services. As this policy seeks to change the overall food environment, it is more likely to be effective in addressing health inequalities, as it does not rely on individual behaviour change.[17]

7. We recognise that some progress has already been made through voluntary action, such as some removal of confectionery from some checkouts.[18] However, to deliver the scale and pace of change needed, and maintain a level competitive playing field, we consider mandatory measures may be required.[19]

Wider context

8. Evidence suggests that, overall, the food and drink provided out of home is skewed towards less healthy options.[20] Food Standard Scotland (FSS) will be consulting shortly on additional measures to improve healthier choices in the Out of Home (OoH) sector. The in-store promotion and marketing of discretionary foods in OoH settings is contained in this consultation.

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[14] Food Standards Scotland (2018), *The Scottish Diet - It needs to change 2018 update*, http://www.foodstandards.gov.scot/downloads/Situation_report_-_the_Scottish_diet_-_it_needs_to_change_-_2018_update_FINAL.pdf

[15] We use the term "in-store" as shorthand for within, or in relation to, premises where targeted foods are sold to the public. This may include online sales (see paragraphs 3-5 of section 6).

[16] NHS Health Scotland (2017) *Rapid evidence review - restriction of price promotions* http://www.healthscotland.scot/media/1611/rapid-evidence-review-restriction-of-price-promotions.pdf

[17] Macintyre, S. (2007), *Inequalities in health in Scotland: what are they and what can we do about them*. Other. MRC Social and Public Health Sciences Unit http://eprints.gla.ac.uk/81903/

[18] Ejlerskov et al. *The nature of UK supermarkets' policies on checkout food and associations with healthfulness and type of food displayed: cross-sectional study*, International Journal of Behavioral Nutrition and Physical Activity (2018) at https://ijbnpa.biomedcentral.com/articles/10.1186/s12966-018-0684-2

[19] In its response to the earlier consultation paper, the Scottish Retail Consortium advised: "any measures brought forward must be on a mandatory basis, and it's positive to see the Scottish Government have accepted that argument….. any restrictions introduced should apply on a level playing field. The retail sector or bigger players should not be disproportionally impacted by any restrictions. If restrictions were to apply in one setting but not another, customers purchasing behaviour will not be changed."

[20] Food Standards Scotland (2017). *Diet and Nutrition Board Paper. Proposals for setting the direction for the Scottish Diet: One year on*: http://www.foodstandards.gov.scot/publications-and-research/fss-board-meeting-8-march-2016

9. We are continuing to work towards our vision of Scotland as a Good Food Nation. In line with Programme for Government 2018-19[21], we published a Good Food Nation Programme of Measures[22] in September. We will also be consulting in the autumn, including on what legislative measures might be required to underpin the work already being done.

10. The UK Government will be consulting on its plans to restrict promotions of unhealthy food and drink in England.[23]

11. Measures to restrict in-store promotion and marketing of discretionary foods would complement measures at a UK-level to encourage reformulation to reduce the calorie and sugar content of HFSS foods, including by reducing portion sizes.

12. Alcoholic drinks are also discretionary and are high in calories.[24] However, as there is already a comprehensive regulatory system for the sale of alcohol within licensed premises, alcoholic drinks are not included in this consultation.

This consultation paper

13. We are consulting in more detail to inform Scottish Government policy, to inform impact assessments and in consideration of legislation. This will help us assess whether the proposed measures are proportionate and would deliver beneficial outcomes. It may also support the Scottish Government to consider the role the UK Government might play in realising our policy aspirations, given, among other things, the UK Government's own consultation on similar proposals for England.

14. Information on the Scottish Government consultation process and how to respond to this consultation is set out in **Annex A**.

15. This consultation builds on a previous consultation[25], an analysis of which is at **Annex B**.

16. Further information on the policy rationale for the plans in this paper is set out in **Annex C**.

17. Key publications are at **Annex D**.

18. A glossary is at **Annex E**.

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[21] Scottish Government (2018), *Delivering for Today, Investing for Tomorrow - The Government's Programme for Scotland 2018-19*, https://www.gov.scot/Publications/2018/09/6276
[22] Scottish Government (2018), *Good Food Nation Programme of Measures*, https://www.gov.scot/Publications/2018/09/5895
[23] UK Government (2018), *Childhood obesity: a plan for action, chapter 2,* https://www.gov.uk/government/publications/childhood-obesity-a-plan-for-action-chapter-2
[24] Food Standards Scotland (2018)*, The Scottish Diet - It needs to change 2018 update*, http://www.foodstandards.gov.scot/downloads/Situation_report_-_the_Scottish_diet_-_it_needs_to_change_-_2018_update_FINAL.pdf
[25] The Scottish Government (2017), *A Healthier Future: Action and Ambitions on Diet, Activity and Healthy Weight Consultation Document*, https://www.gov.scot/Resource/0052/00526543.pdf

Question 1

To what degree do you agree or disagree that mandatory measures should be introduced to restrict the promotion and marketing of foods high in fat, sugar or salt to reduce health harms associated with their excessive consumption?

Strongly agree

Please explain your answer.

There is a strong evidence base to show the potential harms associated with these classes of food, as well as the ability to influence their sale through marketing and promotion. In order to have compliance from retailers and therefore sustainable change in patterns of consumption, a level playing field is needed in terms of their promotion. This can only reasonably be achieved through making the measures mandatory across the sector.

If measures are not mandatory, this allows for purveyors to opt in or out of the process and therefore makes the changes difficult to enforce. It would also enable consumers to seek out purveyors not buying into the changes, which would in essence make them meaningless. There is some evidence to suggest that this has been the experience with previous health improvement work centred around the negative impacts of energy drink use by young people and the reluctance of some smaller retailers to control sales to under 18s.

In order to facilitate change it may be beneficial to allow a phasing of compliance with the new measures with smaller businesses being provided a longer lead in time.

3. FOODS THAT WOULD BE SUBJECT TO RESTRICTIONS

The food and drink categories listed in the next paragraph are typically high in fat, sugar or salt, and yet provide little or no nutritional benefit necessary for a healthy diet. These foods are optional and are therefore referred to as 'discretionary foods'. In Scotland, discretionary foods are frequently consumed and have a significant negative impact on our diet, providing 20% of calories, 20% of fats and 50% of sugar.

We are considering targeting discretionary foods categories. These are:

- confectionery
- sweet biscuits
- crisps
- savoury snacks
- cakes
- pastries
- puddings
- soft drinks with added sugar.

Views are sought on whether we should treat ice-cream and dairy desserts as a category of discretionary foods. If the category were considered discretionary, we would include it in the above list of targeted categories.

In seeking to reduce population-level intakes of calories, fat, saturated fat, free sugar and salt, we are considering restricting the in-store promotion and marketing of discretionary foods.

We would seek expert, technical advice on defining the full category definitions and any exclusions of particular foods/products from those definitions.

1. As a nation, we consume too much food and drink that has little to no nutritional value, but which contribute calories or salt to our diet. Discretionary foods have a significant negative impact on our diet. On average, they account for about 380 calories per person, per day.[26] That is the equivalent of one extra, wholly unnecessary, main meal every day.

2. FSS has advised that a key step to improving diet in Scotland would be to reduce consumption of discretionary foods by around half.[27] This would equate to a reduction of 190 kcals per person, per day.

[26] Food Standards Scotland (2018), *Estimation of food and nutrient intakes in Scotland from secondary analysis of the Living Costs and Food Survey. Data from 2013-2015*, https://www.foodstandards.gov.scot/publications-and-research/publications/latest-estimation-of-food-and-nutrient-intakes

[27] Food Standards Scotland (2018), The Scottish Diet - It needs to change 2018 update, http://www.foodstandards.gov.scot/downloads/Situation_report_-_the_Scottish_diet_-_it_needs_to_change_-_2018_update_FINAL.pdf

3. We know people want to cut down on the types of foods we plan to target. A 2015 survey[28] found more than half of the people surveyed would prefer to eat fewer snack foods. And for 31% of those surveyed, reducing their consumption of foods covered by this policy was the main change they wanted to make to have a healthier diet.[29]

Ice-cream and dairy desserts

4. The ice-cream and dairy desserts category may also be considered as discretionary. The category accounts for around 2.1% of total fat, 3.6% of saturated fat, 3% of total sugar and 0.3% of sodium[30] of retail purchase.[31]

5. The 'ice-cream and dairy desserts' category will include a greater proportion of non-discretionary foods than the other discretionary food categories, as some will contribute positively to the diet because they contain beneficial nutrients such as calcium. While it may be possible to define this category to exclude non- discretionary foods, this may be onerous for businesses to implement. This could undermine the overall effectiveness of the policy.

Our approach to non-discretionary foods which are high in fat, sugar or salt

6. In line with FSS advice[32] that reducing discretionary foods would be a key step towards improving diet in Scotland, we are considering at this time prioritising targeting discretionary foods rather than HFSS foods more generally. Taking a wider approach would mean targeting meat products, potato and dairy products, many of which contribute beneficial nutrients such as protein, iron and calcium.

7. Also, non-discretionary HFSS foods tend to be consumed as part of meals rather than as snacks. As such, it would make our messaging more complex. Given discretionary foods are not necessary for good health, our messaging would be clear: these are foods that should be eaten less often and in smaller amounts.

8. Given their nature, discretionary food categories would have far fewer exclusions than other HFSS food categories, as other categories would include more individual foods that do contribute beneficial nutrients.

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[28] Food Standards Scotland (2015), *Attitudes to diet and health in Scotland*, http://www.foodstandards.gov.scot/downloads/Attitudes_to_Diet_and_Health_in_Scotland_2015_Report.pdf

[29] 19%: fewer sweets, chocolates and cakes; 8%: 'things like crisps and savoury snacks'; 4%: less sugary drinks.

[30] See table 2 in **Annex C**.

[31] In relation to this data, retail means all food and drink purchased for use *within* the home, i.e. all grocery shopping. This definition excludes take-away (including home delivered take-away food) and any foods that were purchased for immediate consumption outside the home such as a sandwich purchased.

[32] Food Standards Scotland (2018), *Briefing paper on Discretionary Foods*, https://www.foodstandards.gov.scot/publications-and-research/publications/briefing-on-discretionary-foods

Defining the categories

9. We are considering defining by category the foods that are subject to the restrictions. This would require clear definitions for each category descriptor.

We would seek expert, technical advice on defining the full category definitions and any exclusions of particular foods/products from those definitions. This would take into account that nutrition information may only be available for pre-packaged foods. This would also take account of evidence on the frequency of consumption and the contribution discretionary foods make to population-level calorie and nutrient intakes.

10. Any exceptions would be a matter for clear category descriptors. For example, for the purposes of this policy 'confectionery' would not include sugar-free sweets, as they are not high in fat, sugar or salt.

11. We would consult again on the technical, expert advice we receive before we implement our policy.

Question 2

Should this policy only target discretionary foods? [confectionery, sweet biscuits, crisps, savoury snacks, cakes, pastries, puddings and soft drinks with added sugar]

No – there are additional categories that should also be targeted, please specify

Soft drinks high in sugar, salt, fat or calories should be included irrespective of whether or not this is "added". Ice cream and dairy based desserts should also be included, as should ready meals. Furthermore clarity on what is meant by a 'savoury snack' is needed. Hot food take-aways should also be included in the policy and deep fried foods should be labelled as a 'discretionary' food-see below.

Please explain your answer.

While it is necessary to target the foods listed as their excess consumption is a key contributing factor to increasing levels of obesity and associated health consequences, it is not sufficient.

If drinks are high in calories or sugar they can be just as problematic whether or not this has been added from an external source. While diary based desserts could offer some benefits in terms of calcium and other nutrients, these would be available from other sources in a healthy diet. Their benefit in a dairy based desert would be offset by the high energy density and presence of salts, sugars and fats.

Significantly foods such as chips and other deep fried foods (which can be high in salt, calories and fats) do not seem to be covered. It is also a severe limitation that foods from hot food take aways (brick and mortar or mobile) and other out of home establishments are not covered (other than the sale of the limited items listed above). This is unfortunate as in the UK it is estimated we eat 20-25% of our total calories out of home, with chips being frequently bought (Obesity Action Scotland data). We also need to consider the energy density and nutritional balance of ready meals and other convenience foods as these can form a significant part of some people's diets.

Question 3

Should this policy treat ice-cream and dairy desserts as discretionary foods? Yes

Please explain your answer.

Ice cream and dairy desserts are often high in fat and high in sugar and do not form an essential dietary component. While diary based desserts could offer some benefits in terms of calcium and other nutrients, these would be available from other sources in a healthy diet. Their benefit in a dairy based dessert would be offset by the high energy density and presence of salts, sugars and fats.

Question 4

Please comment on our approach to defining categories and exclusions of particular foods/products from those definitions (paragraphs 9-11)?

- Categories of foods should be described by their nutritional composition and energy density.
- Estimates of composition should also be made for non-packaged foods e.g. supermarkets often have large pick and mix stands for sweets where items are loose. These should not be exempt from categorization and regulation.
- It is good that advice on categories is being sought, however greater clarity on who will be engaged and when would be welcomed.

4. PRICE PROMOTIONS THAT WOULD BE SUBJECT TO RESTRICTIONS

In relation to foods subject to the restrictions, we are considering restricting in places where they are sold to the public:

- multi-buys
- sale of unlimited amounts for a fixed charge.

We are not considering restricting:

- temporary price reductions
- multi-packs.

1. Evidence strongly suggests that price promotions drive increased sales. There is absolute growth in the product category.[33] It does not simply result in people buying one brand over another nor are these sales offset by reduced purchasing of other foods[34] or in less frequent future purchasing.[35]

2. By far the most used form of price promotion is temporary price reductions. Between 2010 and 2016 calories purchased through retail temporary price reductions **increased** from 21% to 26%.

In the same period, multi-buys fell:

(a) Y for £X: from 3% to 2.3%
(b) X for Y: from 0.4% to 0.05%.

Other forms of price promotion remained constant at 0.2%.[36]

3. In 2016, over half of all crisps, savoury snacks and sugar containing soft drinks were purchased on retail price promotion in Scotland. Well over 40% of confectionery, puddings, desserts and over one third of cakes and pastries were purchased on retail price promotion.[37] [38]

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[33] That is incremental to expected category purchasing levels, i.e. net growth in the purchase volumes of the parent category.
[34] Public Health England (2016), *Sugar Reduction: The evidence for action. Annexe 4: An analysis of the role of price promotions on the household purchases of food and drinks high in sugar*, https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/470175/Annexe_4._Analysis_of_price_promotions.pdf
[35] NHS Health Scotland (2017), *Rapid evidence review - restriction of price promotions*, http://www.healthscotland.scot/publications/rapid-evidence-review-restriction-of-price-promotions
[36] Calculated from published data: Monitoring retail purchase and price promotions in Scotland (2010-2016), Food Standards Scotland (2018)
[37] Food Standards Scotland (2018), *Monitoring retail purchase and price promotions in Scotland (2010-2016)*, http://www.foodstandards.gov.scot/publications-and-research/monitoring-retail-purchase-and-price-promotions-in-scotland-2010-2016
[38] 40% of ice-cream and 41% of edible ices and dairy desserts were purchased on retail price promotion.

Temporary price reductions

4. In the previous consultation paper, we said we were minded to restrict price promotions, which could include, among other things "temporary price reductions". Having reflected on the responses received, we have decided not to consider restricting price reductions.

5. As we set out in paragraphs 6 to 8 of section 5, we will instead consider restricting the promotion of value. This would include restricting the promotion of any price reductions. The benefits of this approach are:

- it avoids having to define "temporary". While not necessarily insurmountable, it is problematic. If for example, we defined "temporary" as four weeks, it may encourage promotions that last four weeks and a day.

- restricting price reductions could lead to more promotions along the lines of x% extra free in order to deliver the same value proposition. A 20% reduction in price is the value equivalent of 25% extra free. A shift towards more x% extra free promotions is likely to lead to worse health outcomes through greater consumption.

- it would restrict among other things, promotion of extra free and price reductions, whether temporary or permanent. Restricting temporary price reductions would not capture promotion of permanent price reductions or products that were simply discounted.

Multi-buys

6. "Multi-buys" are (a) two or more separate products sold together to obtain a discount or (b) one or more products given free as a result of a purchase. We are considering a policy that would cover Y for £X (e.g. 3 for £2); X for Y, (e.g. buy one get one free and 3 for 2 offers) and meal deals (which are essentially a form of Y for £X). In other words, we are considering restricting promotions that involve the purchase of more than one product to receive an overall discounted price or the purchase of one product but receiving more than one product. It would mean, for example, that a targeted food could not be part of a meal deal. If one or more were a targeted food, the products could not be sold at less than the sum of their individual prices.

7. Despite being less prevalent at this time, multi-buys are particularly effective at driving sales, over many other forms of price promotion. Given they involve the purchase of increased volumes, they can encourage increased consumption.[39] When comparing multi-buy promotions and temporary price reductions, representing a like-for-like discount, multi-buy promotions generate the greatest sales increase.

[39] Chandon P and Wansink B. *When are stockpiled products consumed faster? A convenience–salience framework of post-purchase consumption incidence and quantity*. Journal of Marketing Research 2002. 39(3):321–335. http://journals.ama.org/doi/abs/10.1509/jmkr.39.3.321.19111?code=amma-site

One study conducted for Public Health England (PHE)[40] observed that the expansion in sales from multi-buy type promotions[41] ranged from 29% of sales (from a 5–15% discount) to 35% of sales (for 45–50% discount). This is in comparison to 20% (from a 5–15% discount) and 25% (for 45–50% discount) for temporary price reduction.

8. In addition to increasing sales, multi-buy promotions may normalise purchasing in larger quantities. This can lead to sustained increases in purchase and availability in the household of HFSS foods that have low perishability. Purchasing of these products can become habitual as a result, triggered by environmental cues.[42]

Multi-packs

9. "Multi-packs" are two or more items in a pack sold as a single item. We are not considering restricting multi-packs. This is because restrictions on multi-packs are dependent on the same items also being on sale at the outlet, so that it is possible to judge whether a multi-pack of, for example six items, is sold more cheaply than six times the cost of the individual item. Given this, restrictions on multi-packs could lead to:

- individual items no longer being sold
- increases in the size of items in a multi-pack (so they then differ from the size of products on sale individually).

10. While it would be possible to devise rules to deal with situations where the size of multi-pack items differ from the size of individual items on sale at the outlet, the rules would inevitably be complex and may be onerous on industry to implement.

11. That said, we are conscious that an unintended consequence of restricting multi-buys is that it may lead to more multi-packs or super-sized products. Despite the complexities involved, restricting multi-packs may be necessary if this were to occur. The retail purchase of multi-packs would therefore be closely tracked.

Sale of unlimited amounts for a fixed charge

12. The higher the price of an unlimited offer (such as unlimited soft drinks), the higher the consumption as people consume more to obtain their 'money's worth'.[43] It is therefore a form of promotion that can especially encourage overconsumption.

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[40] Public Health England (2016), *Sugar Reduction: The evidence for action. Annexe 4: An analysis of the role of price promotions on the household purchases of food and drinks high in sugar*, https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/470175/Annexe_4._Analysis_of_price_promotions.pdf

[41] Defined in the study as "a promotion requiring the purchase of more than one pack, e.g. "2 for £2" or "Buy One Get One Free")"

[42] NHS Health Scotland (2017), *Rapid evidence review - restriction of price promotions*, http://www.healthscotland.scot/publications/rapid-evidence-review-restriction-of-price-promotions

[43] Just DR, Wansink B. *The flat-rate pricing paradox: conflicting effects of "all-you-can-eat" buffet pricing*. Rev Econ Stat. 2011;93:193–200.

13. To be clear: the proposed restrictions would not apply to main meals, as main meals would not be subject to the restrictions. They would mean that foods that are subject to the restrictions, such as cakes, could not form part of an unlimited deal.

Question 5

In relation to the foods being targeted, should this policy seek to

Yes No Don't Know

Restrict multi-buys Yes

Restrict sales of unlimited amounts for a fixed charge Yes

Not restrict temporary price reductions No

Not restrict multi-packs? No

Other – please specify _____

Please explain your answers.

All multi-buys and price reductions to discretionary foods should be targeted otherwise retailers may include all these types of food into such promotions. Discretionary foods that are approaching their out of date dates are often included in promotions but are still unhealthy.

5. OTHER FORMS OF PROMOTION AND MARKETING THAT WOULD BE SUBJECT TO RESTRICTIONS

In relation to the foods subject to restrictions, we are considering restricting other forms of promotion or marketing in places where they are sold to the public. The following illustrates such restrictions (it is not an exhaustive list):

- placement at checkouts, end-of-aisle, front of store, island/bin displays, etc.[44]
- promotion of value (see paragraphs 6-8).
- shelf-edge displays and signage
- in-store advertising
- upselling (e.g. being asked if you want an additional product at the till or to increase the size of it)
- coupons (whether physical or electronic) being accepted (10p/20% off etc.)
- purchase rewards (e.g. toys, vouchers, loyalty card points, reduced price for another product, competition entry)
- free samples
- branded chillers and floor display units.

We are considering prohibiting:

- outlets from being able to sell or lease display spaces for foods subject to the restrictions[45]
- manufacturers and distributors from providing promotional or marketing material and from making arrangements for the display of foods subject to the restrictions.

We are <u>not</u> considering restricting:

- packaging (except in relation to promotion of value)
- position on shelf/number of products on display (except in relation to selling/leasing space)
- number of aisles or location of aisles for foods within outlet (except for positioning restrictions)
- size/volume of foods.

[44] This would include anywhere any space sold to a manufacturer or distributor for the promotion or marketing of a targeted food.

[45] Retailers often sell aisle ends and shelf space in advantageous positions to their suppliers. Leigh Sparks and Steve Burt, University of Stirling (2017), *Identifying and Understanding the Factors that can Transform the Retail Environment to Enable Healthier Purchasing by Consumers*, prepared for Food Standards Scotland. Leigh Sparks and Steve Burt, University of Stirling, http://www.foodstandards.gov.scot/downloads/FSS-_Final_Report_June_1st_2017.pdf

1. Promotion and marketing at the point of sale drives sales of discretionary foods that for our good health we should eat less often and in smaller amounts. We are therefore considering restricting in-store triggers that encourage people to purchase them.

2. To reduce associated public health harm, we are considering these foods would not be promoted or marketed where they are sold to the public.

Other forms of promotion and marketing

3. It is not only changes to price that change behaviour.[46] Non-price promotions can also increase purchases. Because of this, retailers often sell aisle ends and shelf space in advantageous positions to their suppliers.[47] An observational study in England which controlled for price evidenced that end of aisle displays can significantly increase purchases of carbonated soft drinks.[48] There is also evidence that price promotions supported by feature and display promotions have a larger effect on increased category consumption than price promotions alone.[49]

4. Consumers can also be incentivised to varying degrees by rewards.[50] Some purchase rewards that involve forming a collection are known to increase frequency of purchase. Competition entries can similarly increase the frequency of purchase.[51]

5. A key message from previous consultation responses is that there is a risk that restricting only price promotions may lead to more non-price promotions.

Promotion of value

6. In considering restricting in-store promotion and marketing of targeted foods we are considering restricting promoting the value of the products (i.e. no extra prominence would be given on the basis of price, size or volume, including price

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[46] Glanz K, Bader M and Iyer S. Retail grocery store marketing strategies and obesity: An integrative review. American Journal of Preventative Medicine 2012. 42(5):503–512. https://www.ajpmonline.org/article/S0749-3797(12)00058-X/fulltext

[47] Leigh Sparks and Steve Burt, University of Stirling (2017), *Identifying and Understanding the Factors that can Transform the Retail Environment to Enable Healthier Purchasing by Consumers*, prepared for Food Standards Scotland. Leigh Sparks and Steve Burt, University of Stirling, http://www.foodstandards.gov.scot/downloads/FSS-_Final_Report_June_1st_2017.pdf

[48] Nakamura, Pechey, Suhrcke et al. *Sales impact of displaying alcoholic and non-alcoholic beverages in end of aisle locations, an observational study*. Social Science and Medicine 2014. 108:68–73.

[49] van Heerde HJ, Leeflang PSH, Wittink DR. *Decomposing the sales promotion bump with store data*. Market Sci. 2004; 23:317–334. https://pubsonline.informs.org/doi/abs/10.1287/mksc.1040.0061

[50] Leigh Sparks and Steve Burt, University of Stirling (2017), *Identifying and Understanding the Factors that can Transform the Retail Environment to Enable Healthier Purchasing by Consumers*, prepared for Food Standards Scotland. Leigh Sparks and Steve Burt, University of Stirling, http://www.foodstandards.gov.scot/downloads/FSS-_Final_Report_June_1st_2017.pdf

[51] Written evidence was submitted to the House of Commons Health and Social Care Committee paper Childhood Obesity: Time for action from Living Loud (Dan Parker) which stated 'The government should also restrict the use of collector mechanics and competitions on HFSS products, as these are designed to increase the frequency of purchase, leading to increased frequency of consumption. http://data.parliament.uk/writtenevidence/committeeevidence.svc/evidencedocument/health-and-social-care-committee/childhood-obesity/written/81227.pdf

reductions or size increases). Evidence suggests that promotions offering greatest value generate the greatest increase in sales.[52]

7. These restrictions would apply to, for example, packaging, labelling, shelf- edge displays and signage:

Price, size or volume (e.g. £1, 8 items, 100g)	No display of price, size or volume of a product beyond what is required to comply with consumer protection price indicator regulations and any other legal requirements. No labelling/signage etc. of: • above average size (compared to other labels etc. in the place where the food is displayed) • a different colour to distinguish these products from others.[53]
Price reductions (e.g. 10p off, 10% off)	No reference to reduction in price. No reference price (i.e. no mention of a previous price or comparator price)
Size or volume increases (e.g. 10% extra free, 2 extra items in pack, was 8 items now 10)	No reference to increase in size or volume (or to previous size or volume)
General	No reference to "special price" "special offer", "bargain", "price reduced", "size increased", "value" or anything else that suggests a deal or value.

8. This would not affect the normal display of a product's price, size or volume on packaging, labelling, shelf-edge displays or signage.

9. Health and nutrition claims about foods are already regulated.

Not restricted

10. In considering taking a comprehensive approach to restricting in-store promotion and marketing, it is important too to be clear about what would not be covered. In our view, at this juncture, some of the measures below would not be proportionate and could lead to excessive disruption in the normal operations of an outlet in displaying and selling foods to consumers.

[52] NHS Health Scotland (2017), *Rapid evidence review - restriction of price promotions*, http://www.healthscotland.scot/publications/rapid-evidence-review-restriction-of-price-promotions
[53] Some stores use coloured labels to draw attention to promoted items.

Packaging (except in relation to promotion of value)	This would enable manufacturers to continue to highlight new products and changes in nutritional content (e.g. reduced sugar). As outlined in the delivery plan, the Scottish Government urges the UK Government to pursue measures to restrict the use of licensed characters, brand equity characters and celebrities to promote HFSS foods to children. Any measures should be considered across UK/GB to reduce any adverse impact on packing and distribution costs.
Position on shelf or number of products on display. [Restrictions to selling/leasing of shelf place would apply].	Significantly intrusive and difficult to implement given wide range of outlets covered by restrictions. Evidence that products near to top shelves at eye level have increased sales. However banning HFSS products from the top shelves may mean positioning them lower at children's eye level which would be an undesirable outcome. Restrictions would not be particularly relevant where whole of aisle may have targeted foods (so not relevant whether top/middle/bottom shelf).
Number of aisles or location of aisles for foods within outlet (except positioning restrictions)	This would be difficult to implement given the different sizes of outlets. We consider the proportionate approach is to restrict known locations that encourage sales.
Size/volume of foods	This is being addressed by PHE sugar and calorie reductions programmes, which involve reformulation and/or smaller portion sizes to meet reduction targets. As outlined in the delivery plan, the Scottish Government urges the UK Government to take appropriate action if it becomes clear that industry will not meet the PHE reformulation targets set for both sugar and calorie reduction.

Price-marked packs

11. We are considering applying the requirements outlined in paragraphs 6 to 8 (promotion of value) to packaging, so any price on a product's packaging would have to meet them.

12. Price-marked packs can give consumers assurance that a price has not been inflated, including in convenience settings. There is also evidence from the food industry that current price marked packs can also be a promotional tool.[54,55,56,57,58,59,60] It is for this reason the Healthcare Retail Standard[61] only allows price panels that are less than 25% of the front of a pack.

13. However, it is less clear whether this would continue to be a promotional tool if price-marked packs met the 'promotion of value' restrictions under this policy. We are therefore minded at this time not to treat price-marked packs as intrinsically promotional. In other words, we are considering allowing them, subject to the possible requirements outlined in paragraphs 6 to 8 (promotion of value).

Question 6

Please comment on the approach we are proposing to take to restricting forms of promotion and marketing outlined in section 5.

The approach provides some balance between the pressures of retail (in terms of not specifying how many aisles a shop can have, nor numbers of items on a shelf) and addressing the deleterious effects of marketing and promotion. Restricting placements at checkouts, end-of-aisle, front of store, island/bin displays etc. will be helpful. Specifically putting prohibitions around this may have a significant impact. Similarly prohibiting advertisements of deals is also welcome.

Limiting display of price, size or volume of discretionary foods will also be beneficial, however cost per unit (e.g. £ per kg) should still be available for non discretionary staple foods and other goods so that people can compare their value. The Price Marking Order 2004 provides an indication of the selling price or unit price must be unambiguous, easily identifiable and clearly legible.

Additional restrictions on retailers displaying branded advertisements on shops (e.g. shops being sponsored by and/or displaying logos of discretionary food manufacturers on their exteriors) would also be welcomed.

Issues may be anticipated in respect of proposals relating to manufacturers pack which are flash marked with price or claims such as '25% extra free' or bigger pack, bigger value which are distributed UK wide but would no longer be permissible in Scotland. Whilst it is not proposed to treat price marked packs as promotional, it would prevent a retailer selling at less than this price by means of a shelf edge label as this would be caught by price reduction provisions

[54] Scottish Grocer and Convenience Retailer *Value where it counts* Posted on May 2015 https://www.scottishgrocer.co.uk/2015/05/value-where-it-counts/
[55] https://www.kriq.com/Conversation/ConversationDetails.aspx?id=589973
[56] Scottish Grocer and Convenience Retailer *Marked for sales* - Posted on May 2018 https://www.scottishgrocer.co.uk/2018/05/marked-for-sales/
[57] Scottish Grocer and Convenience Retailer *Making a mark on the shelf* - Posted on May 2018 https://www.scottishgrocer.co.uk/2018/05/making-a-mark-on-the-shelf/
[58] Scottish Grocer and Convenience Retailer *Showing bottle* - Posted on February 2018 https://www.scottishgrocer.co.uk/2018/02/showing-bottle/
[59] Scottish Grocer and Convenience Retailer *True value can shine through* - Posted on September 2017 https://www.scottishgrocer.co.uk/2017/09/true-value-can-shine-through/
[60] Scottish Local Retailer *The Price is Right* - https://www.slrmag.co.uk/price-marked-packs/ published 13 October 2017
[61] https://www.scottishshop.org.uk/healthy-living/healthcare-retail-standard-guide

6. PLACES THAT WOULD BE SUBJECT TO RESTRICTIONS

We are considering applying the restrictions to any place where targeted foods are sold to the public in the course of business. They would therefore apply, among other places, to retail and OoH outlets and wholesale outlets where there are also sales made to the public.

They would not apply to:

- other wholesale outlets (where sales are only to trade), because any promotion or marketing would not directly encourage the public to purchase the foods.
- activities such as charity 'bake sales', because they are not conducted in the course of business.

Views are sought on whether, and if so to what extent, restrictions should be applied online.

Outlets to which the policy would apply

1. Applying the restrictions to any place where foods are sold to the public (in the course of business) would level the playing field. It would treat everyone fairly and mitigate competitive disadvantage. It would stop one outlet increasing its promotional activity to capture promotional sales lost by another, which would undermine the expected health benefits of the policy.

2. This would include:

- **Retail**: Most calories (and nutrients) are from purchases from **retail** stores. An increasing feature of the retail landscape has been the shift toward everyday low prices caused, in part, by the growth of supermarket discounters. Examples include supermarkets, convenience stores, discounters and bargain stores and confectionary shops.

- **Out of Home**: The rise in 'eat out' (or 'eat in' at home) has also reduced food spend in traditional retail outlets.[62] FSS has advised us (based on data from PHE[63]) that as much as 25% of total calories are from the OoH sector, so that sector makes a significant contribution. Examples include, takeaways and home delivery services, restaurants, cafes/bistros, sandwich shops and workplace canteens.

[62] Leigh Sparks and Steve Burt, University of Stirling (2017), *Identifying and Understanding the Factors that can Transform the Retail Environment to Enable Healthier Purchasing by Consumers*, prepared for Food Standards Scotland. Leigh Sparks and Steve Burt, University of Stirling, http://www.foodstandards.gov.scot/downloads/FSS-_Final_Report_June_1st_2017.pdf

[63] Public Heath England (2018), *Calorie reduction: The scope and ambition for action,* https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/685359/Calorie_reduction_The_scope_and_ambition_for_action.pdf

- **Other outlets where HFSS foods are sold**. Examples include charity shops, clothes shops, tourist shops and pharmacies.

Question 7

Should the restrictions apply to any place where targeted foods are sold to the public, except where they are not sold in the course of business (e.g. charity bake sales)?

Yes

Please explain your answer.

It would seem unnecessarily draconian to interfere with small events such as charity bake sales. By their very nature, they are infrequent and therefore not a cause for ongoing concern.

While it is advisable that a level playing field be maintained between retailers to allow for fair completion; it may be advisable to allow a phasing of implementation so that smaller businesses are given additional time to comply with the proposed changes.

Online

3. Over the past twenty years the internet has altered the shopping landscape, with many food purchases made online. These sales are growing.[64]

4. To ensure all businesses are treated equally and minimise any shifts of promotional activity if measures apply in some settings but not others, we will explore the potential for extending proposed measures to the online space.

5. We recognise that not all the proposed restrictions in this consultation have like-for-like online equivalents. Some are only relevant to a physical environment (e.g. end-of-aisle displays). However, there may be scope to mirror some of them online. There are precedents for online restrictions. For example, the ban on alcohol multi-buy sales in Scotland applies to all products, including those purchased online and despatched from premises within Scotland.

Question 8

Please comment on whether, and if so to what extent, restrictions should be applied online.

It would seem essential that any restrictions applied in-store are mirrored online.

The recent introduction of the MUP on alcohol legislation in Scotland showed that by far the biggest problem related to the indication of the selling price of alcohol online, principally by the major supermarkets. This resulted in alcohol products caught by the legislation being indicated at a selling price which was lower than the price applied in Scotland constituting potential offences under the Consumer Protection from Unfair Trading Regulations 2008. This has resulted in supermarkets being required to display disclaimers on each product page making clear that the prices do not apply in Scotland. This does not just apply to online sales because the average consumer frequently consults websites prior to visiting the store to make a purchase, on the basis that online and instore prices will be the same. It is anticipated that the same compliance issues would apply in respect of HFSS advertised on websites necessitating the need for disclaimers to be on every product page where the legislation applies

Please explain your answer. In the event that restrictions applied in-store are not applied online, it would be the same as measures not being mandatory and people being able to elect to simply go the place which will still sell them items at lower cost and in bulk.

[64] Leigh Sparks and Steve Burt, University of Stirling (2017), *Identifying and Understanding the Factors that can Transform the Retail Environment to Enable Healthier Purchasing by Consumers*, prepared for Food Standards Scotland. Leigh Sparks and Steve Burt, University of Stirling, http://www.foodstandards.gov.scot/downloads/FSS-_Final_Report_June_1st_2017.pdf

7. EXEMPTIONS

Views are sought on whether:

- positioning restrictions (e.g. in relation to display at checkouts) should be exempted where there is no reasonable alternative to displaying foods elsewhere
- food marked as discounted because it is close to expiry should be exempt from positioning and 'promotion of value' restrictions
- other exemptions to restrictions should be considered.

1. In considering whether there should be any exemptions, we will be guided by the following key principles:

- **Implementable**: can be implemented in a proportionate way
- **Meaningful**: the exemption does not undermine the overall benefits of the policy.

Positioning restrictions

2. The restrictions we are considering would apply to many different outlets of various sizes and layouts, selling a wide range of products. While this would not have a material bearing on many of the proposed restrictions, it could affect the ability of some from complying with some placement restrictions (at checkouts, end- of-aisle etc.). In certain cases, the display of foods in particular locations may simply reflect the realities of the physical size or layout of the premises or the limited product range (for example, sweets being sold in a confectionary store).

3. The restrictions may also need to take into account 'grab and go' areas of some stores (areas in larger stores that allow consumers to get in and out of the store quickly, e.g. 'meal deal' areas). This could mean that the 'grab and go' area itself was considered a small retail environment and relevant placement restrictions considered accordingly.

Question 9

Should restrictions to displaying targeted foods at end of aisle, checkouts etc., not apply where there is no reasonable alternative to displaying them elsewhere?

No

Please explain your answer.

Where there is genuinely no alternative available (e.g. other non-controlled products cannot be moved to make space or the shop cannot be reconfigured to reasonably accommodate the proposed limitations) it may be permissible to allow limited exceptions on a case by case basis. If allowed this would have to be carefully evaluated so that perverse incentives in the structuring of shops are not introduced.

Expiry

4. We are not considering restricting price reductions, an example of which is the practice of discounting food close to expiry. Some responses to our previous consultation highlighted this practice helps reduce food waste.

5. To support this practice to continue, we could consider exempting food marked as discounted because it is close to expiry from (a) placement and (b) promotion of value restrictions, which are outlined in section 5.

Question 10

Should food marked as discounted because it is close to expiry be exempt from

Yes No Don't Know

Positioning restrictions (end of aisle, checkouts etc.) No

'Promotion of value' restrictions? No

Please explain your answer.

This would introduce an inequity as those with less money to spend (often those more at risk from deleterious impacts to health) would be more likely to be exposed to the marketing and therefore increased consumption of likely deleterious discretionary foods. Just because something is close to an expiry date does not make it any healthier, it is still a discretionary food.

Other exemptions

Question 11

Please list any other exemptions we should consider.

Please explain your answer.

N/A

8. ENFORCEMENT AND IMPLEMENTATION

We are considering giving local authorities the role of enforcing the proposed policy.

We do not anticipate a need for a new register.

We are considering giving Ministers powers to issue guidance to local authorities.

We are considering a guide to industry to support effective implementation.

Enforcement and implementation

1. Those selling, manufacturing or distributing discretionary foods in Scotland are required under EU Food Hygiene Legislation to register as a "food business" which is generally enforced by local authorities. Local authorities are also responsible for related matters, including enforcing trading standards and environmental health legislation. We want to minimise demands on (a) existing enforcing authorities and (b) those subject to the restrictions. We therefore consider local authorities would be best placed to enforce the policy outlined in this consultation paper. Given food businesses must already register with their local authority, we do not anticipate a need for a new register for this policy.

2. Local authorities would have relevant powers to them, including in relation to powers of entry and powers to obtain information. Similar to food safety legislation, we are considering local authorities would also have powers to issue (a) compliance notices and (b) fixed penalty notices.[65] Relevant offences would be created.

3. We plan to work closely with the Convention of Scottish Local Authorities, FSS and others to assess resource implications.

Guidance

4. We recognise the importance of clarity in ensuring the effective implementation of this policy. To support this, we plan to work with local authorities and industry in developing Ministerial guidance to local authorities on matters for which they should have regard when discharging their functions. This could include, for example, guidance on placement restrictions (e.g. at checkouts, end-of-aisle etc.).

Support to industry for implementation

5. We are considering the publication of a guide to industry, co-designed by industry representative bodies, to support effective implementation.

[65] Provisions for compliance notices and fixed penalty notices are contained in the Food (Scotland) Act 2015. They have yet to be brought into use.

Question 12

Please comment on our proposals for enforcement and implementation outlined in section 8.

Local authorities have experience of similar enforcement around food safety and environmental health and would therefore be well placed to enforce these new restrictions. However this would be an additional burden on local authorities and is likely therefore to need additional funding.

Local Authorities have experience of similar enforcement regimes in relation to tobacco and nicotine vapour products and have had a role in the online pricing of alcohol following the implementation of the MUP legislation. Whilst it would be for the local authority to determine which service is best placed to enforce the proposals, Trading Standards already have a role in policing pricing and it would make sense to utilise the expertise that already exists in the LA.
However it should be recognised that there will be a need for Scottish Government to work with local authorities to quantify current and future resources required to police pricing promotions and to provide these to local authorities to reduce the inevitable additional burden that the proposed restrictions will create.

9. LEGISLATIVE FRAMEWORK

In giving consideration to legislation needed to implement the policy we aim to ensure that there is sufficient flexibility to future-proof the policy.

1. Ensuring that legislation needed to implement the policy is sufficiently flexible would enable changes to be made in the light of experience as well as to take into account changes to the underlying evidence base or promotional/marketing practices.

2. While it will be necessary to keep the position under review as the policy develops we envisage that, whatever the overall legislative framework, Ministers would, following consultation, make provision in secondary legislation for the foods to be targeted and types of promotion and marketing that would fall within and outwith the scope of the restrictions and any exemptions.

3. We consider that it would be necessary to have the flexibility to define targeted HFSS foods in various ways and to take different approaches to the retail and OoH sectors, where that is appropriate. We consider it prudent to ensure there is flexibility for policy developing over time.

Question 13

Please comment on the proposed flexible approach outlined in section 9.

A degree of flexibility in the legislation (and therefore targeting of foods) is likely to be beneficial in responding to changes in the evidence base or in marketing practice. However there should be clarity and consistency in which foods are targeted and this should be clearly communicated to retailers, public bodies, and to the public.

10. MONITORING AND EVALUATION

The implementation and impact of the policy would be monitored and evaluated.

1. This policy has not been introduced in any country to date. The independent monitoring and evaluation of it would therefore be particularly important to ensure that lessons are learned, and experience of implementation can shape future developments. It would be important to learn whether there are any unintended consequences and whether the policy is achieving positive outcomes.

2. We are considering this would include monitoring:

- compliance with the policy
- change in the purchase and consumption of food and drink in the population, including both products subject to the restrictions and HFSS products not subject to the restrictions
- the use of other marketing and promotional activity of foods not targeted by the policy
- the impact on Scottish businesses.

11. IMPACT ASSESSMENTS

This consultation will help inform, among other things, the development of a Business and Regulatory Impact Assessment and a Health Inequalities Impact Assessment (which includes within it an Equality Impact Assessment).

Business and Regulatory Impact Assessment

1. The mandatory nature of the measures we are considering means there would be a consistent approach across both retail and Out of Home sectors, which should mitigate competitive disadvantage.

2. We are seeking to reduce the purchase and thereby consumption of targeted foods. The greater the success of the policy, the greater the likelihood of an impact across the food sector, including on manufacturers where targeted foods constitute a significant proportion of their turnover.

Question 14

If you sell, distribute or manufacture discretionary foods, please comment on how the restrictions in this consultation paper would impact you.

Please explain your answer.

Statutory agencies such as the NHS and local authorities have canteens and vending machines. These agencies will need to review their operations in light of the new regulations.

Question 15

What support do sellers, distributors and manufacturers need to implement the restrictions effectively?

Please explain your answer.
Training and education resources are required to ensure successful implementation.

Health Inequalities Impact Assessment

Question 16

How would the proposed restrictions impact on the people of Scotland with respect to age, disability, gender reassignment, pregnancy and maternity, ethnicity, religion or belief, sex, sexual orientation or socioeconomic disadvantage?

Please consider both potentially positive and negative impacts, supported by evidence, and, if applicable, advise on any mitigating actions we should take.

Without careful implementation of the proposals health inequalities will persist i.e. vulnerable communities will continue to suffer from obesity and ill health.

If however the proposals are implemented, along with further awareness raising and work to promote healthy eating, this policy has the potential to narrow health inequalities seen in diseases associated with overweight and obesity.

It should be further noted that, as long as the price of non-discretionary foods does not rise significantly at the same time, there will not be a negative impact upon people's ability to feed themselves or their families on a budget. However some people will be used to looking for low cost, bulk buys of calorie dense foods to meet a budget. While such a diet would have higher long term costs (in terms of health, productivity etc) it is possible that, if some of the cheapest food is discretionary, there will be a net loss of money to those households if acceptable alternatives are not readily available. There is therefore a need for promotion of healthy, affordable and accessible alternatives and skill development until this becomes the new normal.

12. ANY OTHER COMMENTS

Question 17

Please outline any other comments you wish to make.

This policy has the scope to improve the health of our population. This policy would seem the beneficially build upon previous decisions to limit the advertisement of some foods to children.

ANNEX A

CONSULTATION PROCESS

Responding to this Consultation

1. We are inviting responses to this consultation by 9 January 2019.

2. Please respond to this consultation using the Scottish Government's consultation hub, Citizen Space (http://consult.gov.scot). Access and respond to this consultation online at: https://consult.gov.scot/health-and-social-care/reducing- health-harms-of-foods. You can save and return to your responses while the consultation is still open. Please ensure that consultation responses are submitted before the closing date of 9 January 2019.

3. If you are unable to respond using our consultation hub, please complete the Respondent Information Form, and return it, together with your response, to:

Restricting Promotions Consultation Creating
Health Team
3E
St Andrew's House
Regents Road
Edinburgh EH1 3DG.

Handling your response

4. If you respond using the consultation hub, you will be directed to the About You page before submitting your response. Please indicate how you wish your response to be handled and, in particular, whether you are content for your response to published. If you ask for your response not to be published, we will regard it as confidential, and we will treat it accordingly.

5. All respondents should be aware that the Scottish Government is subject to the provisions of the Freedom of Information (Scotland) Act 2002 and would therefore have to consider any request made to it under the Act for information relating to responses made to this consultation exercise.

6. If you are unable to respond via Citizen Space, please complete and return the Respondent Information Form included in this document.

7. To find out how we handle your personal data, please see our privacy policy: https://beta.gov.scot/privacy/

Next steps in the process

8. Where respondents have given permission for their response to be made public, and after we have checked that they contain no potentially defamatory material, responses will be made available to the public at http://consult.gov.scot. If you use the consultation hub to respond, you will receive a copy of your response via email.

9. Following the closing date, all responses will be analysed and considered along with any other available evidence to help us. Responses will be published where we have been given permission to do so. An analysis report will also be made available.

Comments and complaints

10. If you have any comments about how this consultation exercise has been conducted, please send them to the contact address above or at DietPolicy@gov.scot.

Scottish Government consultation process

11. Consultation is an essential part of the policymaking process. It gives us the opportunity to consider your opinion and expertise on a proposed area of work.

12. You can find all our consultations online: http://consult.gov.scot. Each consultation details the issues under consideration, as well as a way for you to give us your views, either online, by email or by post.

13. Responses will be analysed and used as part of the decision making process, along with a range of other available information and evidence. We will publish a report of this analysis for every consultation. Depending on the nature of the consultation exercise the responses received may:

- indicate the need for policy development or review
- inform the development of a particular policy
- help decisions to be made between alternative policy proposals
- be used to finalise legislation before it is implemented.

14. While details of particular circumstances described in a response to a consultation exercise may usefully inform the policy process, consultation exercises cannot address individual concerns and comments, which should be directed to the relevant public body.

ANNEX B

OUTCOMES OF PREVIOUS CONSULTATION

1. We published in October 2017 **A Healthier Future – Action and Ambitions on Diet, Activity and Healthy Weight: Consultation Document**[66]. The consultation received 362 responses; 179 from individuals and 183 from organisations (pubic, private and Third sector). In addition, four organisations (the Scottish Youth Parliament, Young Scot, Food Standards Scotland and the Scottish Public Health Network) carried out separate engagement exercises[67]. An independent analysis of the consultation responses[68] was published in April 2018.

2. In that consultation, we asked two questions on promotions on (1) types of price promotion and (2) defining the foods to be targeted.

3. Public health and third sector respondents generally (i) supported restricting price promotions, (ii) identified other types of promotion to restrict, and (iii) highlighted other mechanisms (both price and non-price related) to encourage healthier diets. Their main concern was the impact on people on low incomes. They suggested various ways to promote healthier food and drink and make them more affordable. In terms of the products to be targeted, respondents suggested using: (i) the nutrient profiling model (discussed in the consultation paper); (ii) the traffic light labelling system; and / or (iii) the Eatwell guide.

4. By contrast, private sector and business respondents generally (i) were opposed to price promotion restrictions, (ii) highlighted the important purposes of promotions, and (iii) raised concerns or identified negative consequences. These included: (i) a loss of business for supermarkets and small retailers, (ii) disadvantaging small food producers, (iii) placing a further burden on products or businesses already targeted for government intervention (e.g. through the Soft Drinks Industry Levy), (iv) increasing food waste, and (v) increasing prices and reducing consumer choice. They emphasised that, if promotional restrictions were introduced, there must be clear, specific and evidence-based definitions of targeted foods. This group also highlighted difficulties in using the nutrient profiling model.

5. This consultation has been informed by the responses to the previous consultation.

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[66] The Scottish Government (2017), *A Healthier Future: Action and Ambitions on Diet, Activity and Healthy Weight Consultation Document*, https://www.gov.scot/Resource/0052/00526543.pdf

[67] Published individual responses and consultation event reports are at https://consult.gov.scot/health-and-social-care/a-healthier-future/consultation/published_select_respondent

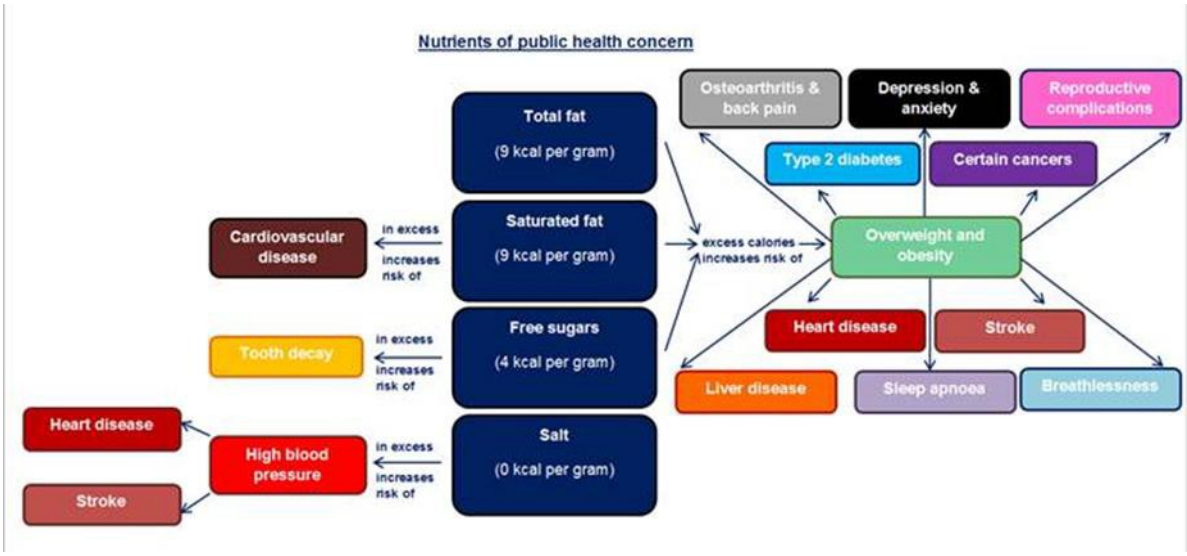
[68] The Scottish Government (2018), *A Healthier Future – Action and ambitions on diet, activity and healthy weight: Analysis of consultation responses,* http://www.gov.scot/Publications/2018/04/3768

ANNEX C

POLICY RATIONALE

1. The policy we are considering seeks to reduce Scotland-level consumption of calories, fat, saturated fat, free sugar and salt.

2. These nutrients are of public health concern because our consumption exceeds our requirement. Saturated fat, free sugars and salt can directly increase the risk of health harms such as cardiovascular disease, high blood pressure and tooth decay. Total fat, saturated fat and free sugars also contribute, indirectly through excess calories, to increasing the risk of gaining weight and therefore to increasing the risk of health harm as a result of overweight or obesity (see schematic below).[69]



3. Excessive consumption of fat, saturated fat, free sugars[70] and salt is measured at a population level by the extent to which Scotland is meeting national Dietary Goals, last updated in March 2016.[71] The Goals describe, in nutritional terms, the diet that will improve and support the health of the Scottish population. Scotland has consistently failed to meet these dietary goals since they were set in 1996.

[69] Food Standards Scotland (2018), *Briefing paper on Discretionary Foods*, https://www.foodstandards.gov.scot/publications-and-research/publications/briefing-on-discretionary-foods

[70] Free sugars include all sugars added to foods and those present in fruit juice and honey.

[71] The Scottish Government (2016), Revised Dietary Goals for Scotland, http://www.gov.scot/Topics/Health/Healthy-Living/Food-Health/DietaryGoalsScot

Table 1: Scottish Dietary Goals

	Current Intake	Goal
Total Fat	38.9% of food energy (2015)	<35% of food energy
Saturated Fat	15.1% of food energy (2015)	<11% of food energy
Free Sugars*	14.4% of food energy (2015)	<5% of food energy
Salt	7.8g (2014)	6g

Source: Food Standards Scotland (2018), *The Scottish Diet - It needs to change 2018 update,* https://www.foodstandards.gov.scot/publications-and-research/publications/the-scottish-diet- it-needs-to-change-2018-update

Contribution of discretionary food categories to purchases

4. Discretionary foods make up a significant proportion of total retail purchases.

Table 2: % contribution of discretionary categories, ice-cream, edible ices and dairy desserts to retail purchase of calories, total fats, saturated fats and total sugars in 2016

% contribution in 2016 to purchase of:					
Category	**Calories**	**Total fat**	**Saturated fat**	**Total sugar**	**Sodium**
Cakes and pastries	4.1	3.9	4.0	5.4	2.2
Biscuits	6.6	6.9	8.7	7.0	3.4
Confectionery	5.3	5.4	8.0	11.8	0.9
Crisps and savoury snacks	3.7	5.3	1.6	0.5	3.4
Regular soft drinks	1.6	0.0	0.0	6.8	0.3
Puddings an	1.3	1.3	2.0	2.3	0.5
Ice cream	1.0	1.2	2.1	1.9	0.2
Edible ices and frozen	0.6	0.9	1.5	1.1	0.1
TOTAL	**24.2**	**24.9**	**27.9**	**36.8**	**11.0**

Source: Food Standards Scotland (2018), *Monitoring retail purchase and price promotions in Scotland (2010-2016)*, http://www.foodstandards.gov.scot/publications-and-research/monitoring-retail-purchase-and-price-promotions-in-scotland-2010-2016

5. The top five foods and drinks consumed out of home (% of total visits) include regular cola (3rd, 10.1%) and cakes, biscuits and pastries (5th, 9.4%).[72]

Reducing health harm

6. Reductions in the purchase of discretionary foods, translated into reduced consumption of calories, fat, saturated fats, free sugar and salt, would see a shift towards our dietary goals and a positive impact on public health.

7. The potential impact of a range of reductions in the purchase of discretionary foods (up to 50% as advised as a key step by FSS) is shown in the table below.[73]

[72] Food Standards Scotland (2018), *The Scottish Diet - It needs to change 2018 update*,

http://www.foodstandards.gov.scot/downloads/Situation_report_-_the_Scottish_diet_-_it_needs_to_change_-_2018_update_FINAL.pdf

The reduction in % food energy from total fats, saturated fats and free sugars was based on a simple calculation using the most recent three years of published data based on the total average energy intake.

Table 3: Impact of reducing intakes of discretionary foods by 5%, 10%, 25% and 50% on progress towards the Scottish dietary goals for fat, saturated fat, free sugars and fibre

	Scottish Dietary Goal	2013-2015 Intake	5% reduction	10% reduction	25% reduction	50% reduction
Fat	≤35% food energy	**39.3%**	39.0	38.7	37.8	36.1
Saturated fat	≤11% of food energy	**15.3%**	15.2	15.1	14.7	14.0
Free sugars	≤5% of total energy	**14.3%**	14.0	13.7	12.7	11.0
Dietary Fibre	18g/day[74]	**12.0g**	11.9	11.9	11.7	11.4

Impact on families with lower incomes

8. Some respondents to the consultation paper were concerned about the plans adversely affecting families with lower incomes.

9. However:

- as outlined in this paper, we are not targeting main meals. The restrictions would only apply to discretionary foods that do not form part of a healthy diet and can contribute to increased risk of health harm.
- promotions do not necessarily represent good value. They can encourage us to buy things we don't always need or to overlook cheaper, healthier alternatives.
- people on low incomes spend a lower proportion of their food and drink budget on promotion, compared to those in the highest income groups (33% vs 39%).[75] This is perhaps because they are not always best value.

10. We will explore this further as part of the Health Inequalities Impact Assessment.

[73] The values assume that discretionary foods are **not replaced** with other types of foods which in the case of fruits and vegetables which would help to rebalance the diet by adding essential nutrient such as vitamins and minerals and fibre.
[74] This is the dietary reference value of 18g/day of non-starch polysaccharides, defined by the Englyst method, prior to the revised Scientific Advisory Committee on Nutrition recommendation in 2015 and the revised Scottish Dietary Goalss, which equates to about 23-24 g/day of dietary fibre if analysed using these Association of Official Analytical Chemists (AOAC) methods. The new recommendation is for 30g/day using the AOAC method. Based on FSS published data.
[75] Food Standards Scotland (2018), *Monitoring retail purchase and price promotions in Scotland (2010-2016),* http://www.foodstandards.gov.scot/downloads/Monitoring_retail_purchase_and_price_promotions.pdf

ANNEX D

KEY PUBLICATIONS

October 2018

Briefing paper on Discretionary Foods, Food Standards Scotland

Methodologies for identifying foods high in fat, sugar and salt for limiting marketing and promotions, NHS Health Scotland

Impact of in-premise marketing on consumer purchasing and consumption, NHS Health Scotland[76]

February 2018

The Scottish Diet - It needs to change 2018 update, Food Standards Scotland

Monitoring retail purchase and price promotions in Scotland (2010 - 2016), Food Standards Scotland

January 2018

Marketing strategies used within premises by out of home businesses, Food Standards Scotland

December 2017

Public attitudes to reducing levels of overweight and obesity in Scotland, NHS Health Scotland

October 2017

Rapid evidence review: The impact of promotions on high fat, sugar and salt (HFSS) food and drink on consumer purchasing and consumption behaviour and the effectiveness of retail environment interventions, NHS Health Scotland

June 2017

Identifying and Understanding the Factors that can Transform the Retail Environment to Enable Healthier Purchasing by Consumers, University of Stirling, Report Prepared for Food Standards Scotland

October 2016

An assessment of the out of home food and drink landscape in Scotland (2015), Food Standards Scotland

October 2015

Sugar Reduction: The evidence for action, Public Health England

[76] The paper, which will be published shortly, will be available at http://www.healthscotland.scot/health-topics/diet-and-obesity/obesity

ANNEX E

GLOSSARY

Body Mass Index (BMI)	BMI is calculated as weight in kg divided by the square of height in metres.
Category-based approach	The identification of specific categories of foods for the purposes of the policy.
Delivery plan	**A Healthier Future: Scotland's Diet & Healthy Weight Delivery Plan**, published in July 2018, sets out how the Scottish Government will improve our nation's health by improving our diet and weight. http://www.gov.scot/Publications/2018/07/8833
Discretionary foods	In its report, **The Scottish Diet - It needs to change 2018 update**, FSS describe discretionary foods and drinks as high in calories, low in nutritional value and not necessary for our health. They tend to be heavily promoted and represent an unhealthy proportion of our overall diet. In the report FSS include: confectionery, cakes, biscuits, pastries, savoury snacks and sugary drinks. They are a subset of HFSS foods. http://www.foodstandards.gov.scot/downloads/Situation_report_-_the_Scottish_diet_-_it_needs_to_change_-_2018_update_FINAL.pdf In this consultation paper, discretionary foods are: confectionery, sweet biscuits, crisps, savoury snacks, cakes, pastries, puddings and soft drinks with added sugar. We are consulting on whether we should also consider ice-cream and dairy desserts as discretionary foods.
FSS	Food Standards Scotland
Food Environment	The food environment comprises the foods available to people in their surroundings – and includes the nutritional quality, safety, price, convenience, labelling and marketing of these foods. This includes supermarkets, convenience stores, cafés, restaurants, takeaways, work and school canteens, and all other venues where people procure and eat food. Source: FAO (2016) Influencing Food Environments for Healthy Diets. Food and Agriculture Organization of the United Nations, Rome.
Foods	A collective term used in this paper for food and drink.
Health Inequalities	The unfair and avoidable differences in people's health across social groups and between different population groups.
HFSS	Foods which are high in fat, sugar or salt.
In-store	In this paper the term "in-store" is used as shorthand for within, or in relation to, premises where targeted foods are sold to the public. This may include online sales.

Multi-buys	In this paper “multi-buys” are (a) two or more separate products sold together to obtain a discount or (b) one or more products given free as a result of a purchase.
Multi-packs	“Multi-packs” are two or more items in a pack sold as a single item.
Non-discretionary HFSS foods	Non-discretionary HFSS foods tend to be consumed as part of a meal (such as some meat, potato or dairy products) or as meal ingredients (such as cooking oil or table sugar), rather than as snacks. They can have positive nutritional attributes and therefore are less optional in the diet than discretionary foods.
Non-price promotion	Marketing or promotion that is not a price promotion. It includes among other things, placement promotions.
Nutrient profiling	Nutrient profiling uses a scoring system which balances the contribution made by beneficial nutrients that are particularly important in diets with components in the food that people should eat less of. The overall score indicates whether that food (or drink) can be considered healthy or not.
Out of Home (OoH)	The Out of Home sector encompasses all the food and drink we eat outside the home, as well as from takeaways. This includes cafes, all types of restaurants, pubs/bars, vending machines, workplace canteens, leisure and entertainment, food on the go providers such as supermarkets and convenience stores and foods purchased when commuting or travelling.
Overweight and obese	Adults (aged 16 and over) can be classified into the following BMI groups: **BMI (kg/m2)** — **Description** Less than 18.5 — Underweight 18.5 to less than 25 — Normal 25 to less than 30 — Overweight 30 to less than 40 — Obese 40 and above — Morbidly obese Although the BMI calculation method is the same, there are no fixed BMI cut-off points defining overweight and obesity in children. Instead, overweight and obesity are defined using several other methods including age and sex specific BMI cut-off points or BMI percentiles cut-offs based on reference populations. Children can be classified into the following groups:

	Percentile cut-off Description	**Percentile cut-off Description**
	At or below 2nd percentile	At risk of underweight
	Above 2nd percentile and below 85th percentile	Healthy weight
	At or above 85th percentile and below 95th percentile	At risk of overweight
	At or above 95th percentile	At risk of obesity
PHE	Public Health England	
Positioning promotions	The display of products in locations that are more visible to customers, such as end-of-aisles and checkouts.	
Positioning restrictions	Restrictions to positioning promotions.	
Price-marked packs	Packs which have price displayed as part of a product's packaging.	
Price promotion	Where the price of a product (or combination of products) is used to promote its sales.	
Promotion and marketing	Action taken to increase the visibility and attractiveness of a product to induce sales.	
Public health	Public health focuses on the health of populations as a whole rather than on individuals. It deals with the behavioural, social and environmental factors that influence the health of populations.	
Promotion of value	A promotion that aims to highlight a product's value (its price, size or volume). This includes price reductions and size/volume increases.	
Retail (take home food and drink purchase)	All food and drink purchased for use *within* the home, i.e. all grocery shopping. This definition excludes take-away (including home delivered take-away food) and any foods that were purchased for immediate consumption outside the home such as a sandwich purchased. This definition is relevant to data in this paper concerning retail purchases reported in Food Standards Scotland (2018), *Monitoring retail purchase and price promotions in Scotland (2010-2016),* http://www.foodstandards.gov.scot/publications-and-research/monitoring-retail-purchase-and-price-promotions-in-scotland-2010-2016	
Scottish Dietary Goals	The Goals describe, in nutritional terms, the diet that will improve and support the health of the Scottish population. They are set at the Scottish population level. They indicate the direction of travel, and assist policy development to reduce the burden of obesity and diet-related disease in Scotland. They will continue to underpin diet and health policy in Scotland and will be used for scientific monitoring purposes.	
Targeted foods	Foods that would subject to the proposed restrictions. We are consulting on targeting discretionary foods.	

Temporary price reduction	Where a product is temporarily reduced in price before returning to its previous price.
Type 2 diabetes	Type 2 diabetes occurs when the body doesn't produce enough insulin to function properly, or the body's cells don't react to insulin. This means glucose stays in the blood and isn't used as fuel for energy. Type 2 diabetes is often associated with obesity and tends to be diagnosed in older people. It's far more common than type 1 diabetes. Source: NHS Inform https://www.nhsinform.scot/illnesses-and-conditions/diabetes/type-2-diabetes
Wholesale	Sales that are not direct to the public.

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REDUCING HEALTH HARMS OF FOODS HIGH IN FAT, SUGAR OR SALT

CONSULTATION PAPER

RESPONDENT INFORMATION FORM

This form **must** be completed and returned with your response.

To find out how we handle your personal data, please see our privacy policy: https://beta.gov.scot/privacy/

Are you responding as an individual or on behalf of an organisation?

☐ Individual

☐ Organisation

Full name of individual or organisation

If you are responding on behalf of an organisation, what type of organisation is it?

☐ Industry representative body

☐ Manufacturer

☐ Retailer

☐ Out of home provider (e.g. restaurant, fast food outlet, coffee shop)

☐ Public sector

☐ Third Sector

Other (please specify)

Phone number

Address

Postcode

Email

The Scottish Government would like your permission to publish your consultation response. Please indicate your publishing preference:

Information for organisations:

The option 'Publish response only (without name)' is available for individual respondents only. If this option is selected, the organisation name will still be published.

If you choose the option 'Do not publish response', your organisation name may still be listed as having responded to the consultation in, for example, the analysis report.

- ☐ Publish response with name
- ☐ Publish response only (without name)
- ☐ Do not publish response

We will share your response with other Scottish Government teams who may be addressing the issues you discuss. They may wish to contact you again in the future, but we require your permission to do so. Are you content for Scottish Government to contact you again in relation to this consultation exercise?

- ☐ Yes
- ☐ No

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at The Scottish Government
St Andrew's
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Edinburgh
EH1 3DG

ISBN: 978-1-78781-256-7 (web only)

Published by The Scottish Government, October 2018

Produced for The Scottish Government by APS Group Scotland, 21 Tennant Street, Edinburgh EH6 5NA
PPDAS472606 (10/18)

COMMON GOOD AND COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015

Report by Service Director Regulatory Services

SCOTTISH BORDERS COUNCIL

31 January 2019

1 PURPOSE AND SUMMARY

1.1 **This report advises Members of the duties placed on the Scottish Borders Council in respect of common good assets by Part 8 of the Community Empowerment (Scotland) Act 2015 (hereinafter referred to as "the 2015 Act") and to recommend actions to ensure compliance with such duties.**

1.2 Section 102 of Part 8 of the Community Empowerment (Scotland) Act came into force in June 2018 and places a duty on the Council to establish an asset register for each Common Good Fund. Section 104 of the Act came into force in June 2018 and places a duty on the Council to ensure that, prior to any disposal or change of use of common good assets, the Council publishes details about the proposed disposal or change of use.

1.3 In order to comply with Section 102, Legal Services is currently completing the proposed list of common good assets, using the current heritable property registers together with information available regarding moveable items. Following approval of these lists by the individual Common Good Fund Sub-Committees, the Council will then publish the proposed lists of common good assets, followed by a 12 week public consultation period. Representations will need to be made by email or letter and can be on (i) whether a proposed asset should be included as part of the common good; or (ii) whether there should be other assets included in the common good asset list. As soon as practicable after expiry of the twelve week consultation period, the Council will publish its Common Good Asset Registers and in any case within six months of the end of the consultation period.

1.4 Section 104 of the Act gives details of the consultation required around the disposal and use of common good property. When disposing or changing the use of a common good asset, details of the asset, what is being proposed and likely timescales, together with the same information detailed in the Common Good Asset Register relating to that asset must be published.

2 RECOMMENDATIONS

I recommend that the Council agrees:

(a) to approve the processes detailed in the report for compliance with Sections 102 and 104 of the Community Empowerment (Scotland) Act 2015;

(b) to add to the Scheme of Administration as follows:

(i) Common Good Fund Sub-Committees - Functions Referred

- **"To approve the Common Good Fund Asset Register(s) as required in terms of Section 102 of the Community Empowerment (Scotland) Act 2015, reviewing these at least every 5 years"**
- **"To approve the disposal or change of use of a Common Good asset up to the value of £20,000, following due process in terms of Section 104 of the Community Empowerment (Scotland) Act 2015"**
- **"To make recommendations to Council regarding the disposal or change of use of a Common Good asset of a value greater than £20,000, following due process in terms of Section 104 of the Community Empowerment (Scotland) Act 2015"**

(ii) Scottish Borders Council – Functions Referred – "To approve the disposal or change of use of a Common Good asset of a value greater than £20,000, following due process in terms of Section 104 of the Community Empowerment (Scotland) Act 2015.

3 BACKGROUND

3.1 Section 102 of Part 8 of the Community Empowerment (Scotland) Act came into force in June 2018 and places a duty on the Council to establish an asset register for each Common Good Fund. Prior to finalising the common good asset registers the Council is required to publish its proposed list of common good assets and consult with the public on the proposed list.

3.2 Section 104 of the Act came into force in June 2018 and places a duty on the Council to ensure that, prior to any disposal or change of use of common good assets, the Council publishes details about the proposed disposal or change of use.

3.3 Sections 103 and 105 of the Act came into force in November 2015 and place a duty on the Council to have regard to any guidance issued by the Scottish Ministers in respect of the duties imposed on the Council under sections 102 and 104 of the Act.

4 NEXT STEPS

4.1 In order to comply with Section 102, Legal Services is currently completing the proposed list of common good assets, using the current heritable property registers together with information available regarding moveable items, and shall provide extracts of the proposed list to the relevant Common Good Fund Sub-Committees for approval once this is complete.

4.2 The Council will then publish the proposed lists of common good assets on its website and paper copies shall be made available, free of charge, at Council Headquarters in Newtown St Boswells as well as at each of the former Burgh libraries and contact centres. Notification advising of the publication of such lists and a twelve week consultation period will be made on the Council's website, social media and in the local newspapers where deemed necessary.

4.3 During the twelve week consultation period the Council will make all of the Community Councils and other community bodies aware of the publication of the proposed Common Good Asset lists and invite those community bodies and the public to make representations in respect of these lists. Representations will need to be made by email or letter and can be on (i) whether a proposed asset should be included as part of the common good; or (ii) whether there should be other assets included in the common good asset list. These representations will be published by the Council alongside the Common Good Asset lists, and the Council's response to such representations. Representations and the final draft Asset Register of each Common Good Fund will then be brought to the appropriate Common Good Fund Sub-Committee.

4.4 As soon as practicable after expiry of the twelve week consultation period, the Council will publish its Common Good Asset Registers and in any case within six months of the end of the consultation period. Once the final Common Good Asset Registers are published they will be made available, free of charge, electronically on the Council's website, and in paper format at Council Headquarters in Newtown St Boswells as well as at each of the former Burgh libraries and contact centres.

4.5 The Council will update the Common Good Asset Registers when a new asset is identified or acquired and when existing property is disposed of or reclassified. The Council will also ensure that the Common Good Asset Registers are reviewed on a regular basis, at least every five years.

4.6 In identifying Common Good assets and publishing Registers of these, the Council will also be required to amend its current list of assets and also take cognisance of the separate Registers as part of the various Annual Accounts.

5 DISPOSAL OR CHANGE OF USE OF COMMON GOOD ASSETS

5.1 Section 104 of the Act gives details of the consultation required around the disposal and use of common good property. When disposing or changing the use of a common good asset, details of the asset, what is being proposed and likely timescales, together with the same information detailed in the Common Good Asset Register relating to that asset must be published. Such publication will be made available, free of charge, electronically on the Council's website, and in paper format at Council Headquarters in Newtown St Boswells as well as at each of the former Burgh libraries and contact centres. Notification advising of such publication will be made on the Council's website, social media and in the local newspapers where deemed necessary.

5.2 Where the proposed sale or change of use relates to a building or area of land, a public notice will be placed on the building or land or on an object close to it. Where the building is open to the public the Council will place a notice in a prominent place within the building.

5.3 During the consultation period (which shall be at least eight weeks, in accordance with the statutory guidance) the Council shall make the relevant community council and other interested community bodies aware of the publication of the proposal and invite those community bodies and the public to make representations in respect of such proposal. Representations can be made in writing by email or letter. Such representations will be published by the Council alongside the proposal, the Council's response to such representations and the Council's final decision on the proposed disposal or change of use. Depending on the value of the change, the decision on any disposal or change of use will be made either by the relevant Common Good Fund Sub-Committee (up to a value of £20,000) or full Council (a value over £20,000). All parties who made a representation will be contacted directly to be made aware of the Council's decision relating to the proposed disposal or change of use.

5.4 Where the Council decides to amend the proposal in response to representations by community bodies or the public it will, where the amendment results in the proposal being materially different from the original proposal, commence a new eight week consultation period.

6 IMPLICATIONS

6.1 **Financial**
There are no direct costs attached to implementing any of the recommendations contained in this report.

6.2 **Risk and Mitigations**

The Council's primary aim is to ensure compliance with Part 8 of the Act in respect of common good assets. If the Council fail to comply with the duties contained in Part 8 of the Act it will be in breach of the legislation and the Council may be subject to adverse public comments and legal challenge. The risk is mitigated by considering this report and the Council carrying out the actions detailed herein.

6.3 **Acting Sustainably**

There are no economic, social or environmental effects in accepting or rejecting the recommendation

6.4 **Carbon Management**

There are no effects on carbon emissions in accepting or rejecting the recommendation.

6.5 **Rural Proofing**

This is not a policy matter.

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

There is no change to the Council Scheme of Delegation as a result of accepting the recommendations in this report. There are changes required to the Scheme of Administration and these are detailed in the recommendations.

7 CONSULTATION

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

Approved by

Brain Frater
Service Director Regulatory Services **Signature .....**

Author(s)

Hannah MacLeod	Principal Solicitor, 01835 825216
Brian Frater	Service Director Regulatory Services

Background Papers: Nil
Previous Minute Reference: Nil

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

Contact us at Hannah MacLeod, Principal Solicitor, Council Headquarters, Newtown St Boswells , 01835 825216T or email hannah.macleod@scotborders.gov.uk

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SCOTTISH BORDERS COUNCIL				
DRAFT CALENDAR OF MEETINGS				
AUGUST 2019 - JULY 2020				
Jul-19	**DATE**	**MONTH**	**COMMITTEE**	**TIME**
MON (SH)	29	JUL		
TUES (SH)	30	JUL		
WED (SH)	31	JUL		
Aug-19				
THUR (SH)	1	AUG		
FRI (SH)	2	AUG		
SAT	3	AUG		
SUN	4	AUG		
MON (SH)	5	AUG	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES (SH)	6	AUG	POLICE CAT MEMBER/OFFICER STRATEGIC OVERSIGHT GROUP	9.30 a.m.
WED (SH)	7	AUG		
THUR (SH)	8	AUG		
FRI (SH)	9	AUG		
SAT	10	AUG		
SUN	11	AUG		
MON (SH)	12	AUG		
TUES (SH)	13	AUG		
WED (SH)	14	AUG		
THUR (SH)	15	AUG		
FRI (SH)	16	AUG		
SAT	17	AUG		
SUN	18	AUG		
MON (SH)	19	AUG	LOCAL REVIEW BODY	10.00 a.m.
TUES	20	AUG	EXECUTIVE COMMITTEE (FINANCE/PERFORMANCE/TRANSFORMATION)	10.00 a.m.
TUES	20	AUG	HAWICK CGF SUB-COMMITTEE	4.00 p.m.
WED	21	AUG	PEEBLES CGF SUB-COMMITTEE	5.00 p.m.
THUR	22	AUG	AUDIT & SCRUTINY COMMITTEE	10.00 a.m.
THUR	22	AUG	INNERLEITHEN CGF SUB-COMMITTEE	3.00 p.m.
FRI	23	AUG	LICENSING BOARD	10.00 a.m.
FRI	23	AUG	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	24	AUG		
SUN	25	AUG		
MON	26	AUG		
TUES	27	AUG	LAUDER COMMON GOOD FUND SUB-COMMITTEE	2.00 p.m.
WED	28	AUG	TWEEDDALE AREA PARTNERSHIP	7.00 p.m.
THUR	29	AUG	**SCOTTISH BORDERS COUNCIL**	10.00 a.m.
FRI	30	AUG	POLICE, FIRE & RESCUE AND SAFER COMMUNITIES BOARD	9.30 a.m.
SAT	31	AUG		
Sep-19				
SUN	1	SEP		
MON	2	SEP	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	3	SEP	POLICE CAT MEMBER/OFFICER STRATEGIC OVERSIGHT GROUP	9.30 a.m.
WED	4	SEP	SELKIRK CGF SUB-COMMITTEE	3.00 p.m.
THUR	5	SEP	EDUCATION PERFORMANCE SUB-CTEE	10.00 a.m.
THUR	5	SEP	EMPLOYEE COUNCIL	3.00 p.m.
THUR	5	SEP	DUNS CGF SUB-COMMITTEE	5.00 p.m.
THUR	5	SEP	BERWICKSHIRE AREA PARTNERSHIP	6.30 p.m.
FRI	6	SEP		
SAT	7	SEP		
SUN	8	SEP		
MON	9	SEP		
TUES	10	SEP		
WED	11	SEP		
THUR	12	SEP	PENSION FUND COMMITTEE/PENSION BOARD	10.00 a.m.
THUR	12	SEP	GALASHIELS CGF SUB-COMMITTEE	10.00 a.m.
THUR	12	SEP	COMMUNITY PLANNING STRATEGIC BOARD	2.00 p.m.
THUR	12	SEP	EILDON AREA PARTNERSHIP	6.00 p.m.

FRI	13	SEP		
SAT	14	SEP		
SUN	15	SEP		
MON	16	SEP	LOCAL REVIEW BODY	10.00 a.m.
TUES	17	SEP	EXECUTIVE COMMITTEE (ECONOMIC DEVELOPMENT)	10.00 a.m.
TUES	17	SEP	MAJOR CONTRACTS GOVERNANCE GROUP	2.00 p.m.
TUES	17	SEP	TEVIOT & LIDDESDALE AREA PARTNERSHIP	6.30 p.m.
WED	18	SEP	JCG: TEACHERS	2.00 p.m.
THUR	19	SEP		
FRI	20	SEP	LICENSING BOARD	10.00 a.m.
FRI	20	SEP	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	21	SEP		
SUN	22	SEP		
MON	23	SEP	AUDIT & SCRUTINY COMMITTEE	10.15 a.m.
TUES	24	SEP		
WED	25	SEP	JEDBURGH CGF SUB-COMMITTEE	4.30 p.m.
WED	25	SEP	KELSO CGF SUB-COMMITTEE	5.30 p.m.
WED	25	SEP	CHEVIOT AREA PARTNERSHIP	6.30 p.m.
THUR	26	SEP	**SCOTTISH BORDERS COUNCIL**	10.00 a.m.
FRI	27	SEP		
SAT	28	SEP		
SUN	29	SEP		
MON	30	SEP	PENSION FUND INVESTMENT & PERFORMANCE SUB	1.00 p.m.
Oct-19				
TUES	1	OCT	POLICE CAT MEMBER/OFFICER STRATEGIC OVERSIGHT GROUP	9.30 a.m.
WED	2	OCT		
THUR	3	OCT		
FRI	4	OCT		
SAT	5	OCT		
SUN	6	OCT		
MON	7	OCT	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	8	OCT	EXECUTIVE COMMITTEE (EDUCATION)	10.00 a.m.
WED	9	OCT	JCG: STAFF	10.00 a.m.
THUR	10	OCT		
FRI	11	OCT		
SAT	12	OCT		
SUN	13	OCT		
MON (SH)	14	OCT		
TUES (SH)	15	OCT		
WED (SH)	16	OCT		
THUR (SH)	17	OCT		
FRI (SH)	18	OCT		
SAT	19	OCT		
SUN	20	OCT		
MON	21	OCT	LOCAL REVIEW BODY	10.00 a.m.
TUES	22	OCT	LOCAL LICENSING FORUM	4.00 a.m.
WED	23	OCT		
THUR	24	OCT	AUDIT & SCRUTINY COMMITTEE	10.00 a.m.
FRI	25	OCT	LICENSING BOARD	10.00 a.m.
FRI	25	OCT	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	26	OCT		
SUN	27	OCT		
MON	28	OCT		
TUES	29	OCT		
WED	30	OCT		
THUR	31	OCT	**SCOTTISH BORDERS COUNCIL**	10.00 a.m.
Nov-19				
FRI	1	NOV		
SAT	2	NOV		
SUN	3	NOV		
MON	4	NOV	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	5	NOV	POLICE CAT MEMBER/OFFICER STRATEGIC OVERSIGHT GROUP	9.30 a.m.

TUES	5	NOV	MAJOR CONTRACTS GOVERNANCE GROUP	2.00 p.m.
WED	6	NOV	TWEEDDALE AREA PARTNERSHIP	7.00 p.m.
THUR(SH)	7	NOV		
FRI (SH)	8	NOV	POLICE, FIRE & RESCUE AND SAFER COMMUNITIES BOARD	9.30 a.m.
SAT	9	NOV		
SUN	10	NOV		
MON	11	NOV		
TUES	12	NOV		
WED	13	NOV		
THUR	14	NOV	EILDON AREA PARTNERSHIP	6.00 p.m.
FRI	15	NOV		
SAT	16	NOV		
SUN	17	NOV		
MON	18	NOV	LOCAL REVIEW BODY	10.00 a.m.
TUES	19	NOV	EXECUTIVE COMMITTEE (FINANCE/PERFORMANCE/TRANSFORMATION)	10.00 a.m.
TUES	19	NOV	TEVIOT & LIDDESDALE AREA PARTNERSHIP	6.30 p.m.
WED	20	NOV	PEEBLES CGF SUB-COMMITTEE	5.00 p.m.
THUR	21	NOV	EDUCATION PERFORMANCE SUB-CTEE	10.00 a.m.
THUR	21	NOV	COMMUNITY PLANNING STRATEGIC BOARD	2.00 p.m.
FRI	22	NOV	LICENSING BOARD	10.00 a.m.
FRI	22	NOV	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	23	NOV		
SUN	24	NOV		
MON	25	NOV	AUDIT & SCRUTINY COMMITTEE	10.15 a.m.
TUES	26	NOV		
WED	27	NOV	JEDBURGH CGF SUB-COMMITTEE	5.30 p.m.
WED	27	NOV	KELSO CGF SUB-COMMITTEE	4.30 p.m.
WED	27	NOV	CHEVIOT AREA PARTNERSHIP	6.30 p.m.
THUR	28	NOV	**SCOTTISH BORDERS COUNCIL**	10.00 a.m.
FRI	29	NOV	PENSION FUND COMMITTEE/PENSION BOARD	10.00 am
SAT	30	NOV		
Dec-19				
SUN	1	DEC		
MON	2	DEC	**ST ANDREWS DAY HOLIDAY**	
TUES	3	DEC	EXECUTIVE COMMITTEE (ECONOMIC DEVELOPMENT)	10.00 a.m.
TUES	3	DEC	POLICE CAT MEMBER/OFFICER STRATEGIC OVERSIGHT GROUP	2.00 p.m.
WED	4	DEC	JOINT MEETING LICENSING BOARD/LLF	4.00 p.m.
WED	4	DEC		
THUR	5	DEC	GALASHIELS CGF SUB-COMMITTEE	10.00 a.m.
THUR	5	DEC	EMPLOYEE COUNCIL	3.00 p.m.
THUR	5	DEC	BERWICKSHIRE AREA PARTNERSHIP	6.30 p.m.
FRI	6	DEC		
SAT	7	DEC		
SUN	8	DEC		
MON	9	DEC	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	10	DEC	HAWICK CGF SUB-CTEE	4.00 p.m.
WED	11	DEC	SELKIRK CGF SUB-COMMITTEE	3.00 p.m.
THUR	12	DEC	AUDIT & SCRUTINY COMMITTEE	10.00 a.m.
THUR	12	DEC	INNERLEITHEN COMMON GOOD FUND SUB-COMMITTEE	3.00 p.m.
FRI	13	DEC		
SAT	14	DEC		
SUN	15	DEC		
MON	16	DEC	LOCAL REVIEW BODY	10.00 a.m.
TUES	17	DEC	WILLIAM HILL TRUST SUB-COMMITTEE	1.30 p.m.
TUES	17	DEC	LAUDER COMMON GOOD FUND SUB-COMMITTEE	2.00 p.m.
WED	18	DEC		
THUR	19	DEC	**SCOTTISH BORDERS COUNCIL**	10.00 a.m.
FRI	20	DEC	LICENSING BOARD	10.00 a.m.
FRI	20	DEC	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	21	DEC		
SUN	22	DEC		

MON (SH)	23	DEC		
TUES (SH)	24	DEC		
WED (SH)	25	DEC	**HOLIDAY**	
THUR (SH)	26	DEC	**HOLIDAY**	
FRI (SH)	27	DEC	**HOLIDAY**	
SAT	28	DEC		
SUN	29	DEC		
MON (SH)	30	DEC	**HOLIDAY**	
TUES (SH)	31	DEC	**HOLIDAY**	
Jan-20				
WED (SH)	1	JAN	**HOLIDAY**	
THUR (SH)	2	JAN	**HOLIDAY**	
FRI (SH)	3	JAN		
SAT	4	JAN		
SUN	5	JAN		
MON	6	JAN		
TUES	7	JAN	POLICE CAT MEMBER/OFFICER STRATEGIC OVERSIGHT GROUP	9.30 a.m.
WED	8	JAN		
THUR	9	JAN	AUDIT & SCRUTINY COMMITTEE	10.00 a.m.
FRI	10	JAN		
SAT	11	JAN		
SUN	12	JAN		
MON	13	JAN	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	14	JAN		
WED	15	JAN		
THUR	16	JAN	STANDARDS COMMITTEE	10:00 a.m.
FRI	17	JAN		
SAT	18	JAN		
SUN	19	JAN		
MON	20	JAN	LOCAL REVIEW BODY	10.00 a.m.
TUES	21	JAN	EXECUTIVE COMMITTEE (EDUCATION)	10.00 a.m.
TUES	21	JAN	LOCAL LICENSING FORUM	4.00 p.m.
WED	22	JAN	TWEEDDALE AREA PARTNERSHIP	7.00 p.m.
THUR	23	JAN		
FRI	24	JAN	LICENSING BOARD	10.00 a.m.
FRI	24	JAN	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	25	JAN		
SUN	26	JAN		
MON	27	JAN		
TUES	28	JAN		
WED	29	JAN	CHEVIOT AREA PARTNERSHIP	6.30 p.m.
THUR	30	JAN	**SCOTTISH BORDERS COUNCIL**	**10.00 a.m.**
FRI	31	JAN		
Feb-20				
SAT	1	FEB		
SUN	2	FEB		
MON	3	FEB	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	4	FEB	POLICE CAT MEMBER/OFFICER STRATEGIC OVERSIGHT GROUP	9.30 a.m.
WED	5	FEB	JCG: STAFF	10.00 a.m.
THUR	6	FEB	BERWICKSHIRE AREA PARTNERSHIP	6.30 p.m.
FRI	7	FEB	POLICE, FIRE & RESCUE AND SAFER COMMUNITIES BOARD	9.30 a.m.
SAT	8	FEB		
SUN	9	FEB		
MON	10	FEB	AUDIT & SCRUTINY COMMITTEE	10.15 a.m.
MON	10	FEB	PENSION FUND INVESTMENT & PERFORMANCE SUB	1.00 p.m.
TUES	11	FEB	EXECUTIVE COMMITTEE (FINANCE/PERFORMANCE/TRNASFORMATION)	10.00 a.m.
WED	12	FEB	SELKIRK CGF SUB-COMMITTEE	3.00 p.m.
THUR	13	FEB	AUDIT & SCRUTINY COMMITTEE	10.00 a.m.
THUR	13	FEB	EILDON AREA PARTNERSHIP	6.00 p.m.
FRI(SH)	14	FEB		
SAT	15	FEB		

SUN	16	FEB		
MON(SH)	17	FEB	LOCAL REVIEW BODY	10.00 a.m.
TUES(SH)	18	FEB	LAUDER COMMON GOOD FUND SUB-COMMITTEE	2.00 p.m.
TUES(SH)	18	FEB	TEVIOT & LIDDESDALE AREA PARTNERSHIP	6.30 p.m.
WED	19	FEB	JCG: TEACHERS	2.00 p.m.
THUR	20	FEB	**SCOTTISH BORDERS COUNCIL (SPECIAL)**	10.00 a.m.
FRI	21	FEB	LICENSING BOARD	10.00 a.m.
FRI	21	FEB	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	22	FEB		
SUN	23	FEB		
MON	24	FEB		
TUES	25	FEB		
WED	26	FEB	PEEBLES COMMON GOOD FUND SUB-COMMITTEE	5.00 p.m.
WED	26	FEB		
THUR	27	FEB	**SCOTTISH BORDERS COUNCIL**	10.00 a.m.
FRI	28	FEB		
SAT	29	FEB		
Mar-20				
SUN	1	MAR		
MON	2	MAR	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	3	MAR	POLICE CAT MEMBER/OFFICER STRATEGIC OVERSIGHT GROUP	9.30 a.m.
TUES	3	MAR	MAJOR CONTRACTS GOVERNANCE GROUP	2.00 p.m.
WED	4	MAR	INNERLEITHEN COMMON GOOD FUND SUB-CTEE	3.00 p.m.
THUR	5	MAR	PENSION FUND COMMITTEE/PENSION BOARD	10.00 a.m.
THUR	5	MAR	EDUCATION PERFORMANCE SUB-CTEE	10.00 a.m.
THUR	5	MAR	COMMUNITY PLANNING STRATEGIC BOARD	2.00 p.m.
FRI	6	MAR		
SAT	7	MAR		
SUN	8	MAR		
MON	9	MAR	AUDIT & SCRUTINY COMMITTEE	10.15 a.m.
TUES	10	MAR		
WED	11	MAR		
THUR	12	MAR	GALASHIELS CGF SUB-COMMITTEE	10.00 a.m.
THUR	12	MAR	EMPLOYEE COUNCIL	3.00 p.m.
FRI	13	MAR		
SAT	14	MAR		
SUN	15	MAR		
MON	16	MAR	LOCAL REVIEW BODY	10.00 a.m.
TUES	17	MAR	EXECUTIVE COMMITTEE	10.00 a.m.
TUES	17	MAR	LOCAL LICENSING FORUM	4.00 p.m.
TUES	17	MAR	HAWICK COMMON GOOD FUND SUB-CTEE	4.00 p.m.
WED	18	MAR		
THUR	19	MAR		
FRI	20	MAR	LICENSING BOARD	10.00 a.m.
FRI	20	MAR	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	21	MAR		
SUN	22	MAR		
MON	23	MAR		
TUES	24	MAR		
WED	25	MAR	TWEEDDALE AREA PARTNERSHIP	7.00 p.m.
THUR	26	MAR	**SCOTTISH BORDERS COUNCIL**	10.00 a.m.
FRI	27	MAR		
SAT	28	MAR		
SUN	29	MAR		
MON	30	MAR	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	31	MAR	POLICE CAT MEMBER/OFFICER STRATEGIC OVERSIGHT GROUP	9.30 a.m.
TUES	31	MAR	TEVIOT & LIDDESDALE AREA PARTNERSHIP	6.30 p.m.
Apr-20				
WED	1	APR		
THUR	2	APR		
FRI	3	APR		
SAT	4	APR		

SUN	5	APR		
MON (SH)	6	APR		
TUES (SH)	7	APR		
WED (SH)	8	APR		
THUR (SH)	9	APR		
FRI (SH)	10	APR		
SAT	11	APR		
SUN	12	APR		
MON (SH)	13	APR		
TUES (SH)	14	APR		
WED (SH)	15	APR		
THUR (SH)	16	APR		
FRI (SH)	17	APR		
SAT	18	APR		
SUN	19	APR		
MON	20	APR	LOCAL REVIEW BODY	10.00 a.m.
TUES	21	APR	EXECUTIVE COMMITTEE (ECONOMIC DEVELOPMENT)	10.00 a.m.
WED	22	APR	JEDBURGH CGF SUB-COMMITTEE	4.30 p.m.
WED	22	APR	KELSO CGF SUB-COMMITTEE	5.30 p.m.
WED	22	APR	CHEVIOT AREA PARTNERSHIP	6.30 p.m.
THUR	23	APR	AUDIT & SCRUTINY COMMITTEE	10.00 a.m.
FRI	24	APR	LICENSING BOARD	10.00 a.m.
FRI	24	APR	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	25	APR		
SUN	26	APR		
MON	27	APR	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	28	APR		
WED	29	APR		
THUR	30	APR	**SCOTTISH BORDERS COUNCIL**	10.00 a.m.
THUR	30	APR	EILDON AREA PARTNERSHIP	6.00 p.m.
May-20				
FRI (SH)	1	MAY		
SAT	2	MAY		
SUN	3	MAY		
MON (SH)	4	MAY	**MAY DAY HOLIDAY**	
TUES	5	MAY	POLICE CAT MEMBER/OFFICER STRATEGIC OVERSIGHT GROUP	9.30 a.m.
WED	6	MAY		
THUR	7	MAY	BERWICKSHIRE AREA PARTNERSHIP	6.30 p.m.
FRI	8	MAY		
SAT	8	MAY		
SUN	10	MAY		
MON	11	MAY	AUDIT & SCRUTINY COMMITTEE	10.15 a.m.
TUES	12	MAY		
WED	13	MAY		
THUR	14	MAY		
FRI	15	MAY	POLICE, FIRE & RESCUE AND SAFER COMMUNITIES BOARD	9.30 a.m.
SAT	16	MAY		
SUN	17	MAY		
MON	18	MAY	LOCAL REVIEW BODY	10.00 a.m.
TUES	19	MAY	EXECUTIVE COMMITTEE (EDUCATION)	10.00 a.m.
WED	20	MAY		
THUR	21	MAY	GALASHIELS CGF SUB-COMMITTEE	10.00 a.m.
FRI	22	MAY	LICENSING BOARD	10.00 a.m.
FRI	22	MAY	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	23	MAY		
SUN	24	MAY		
MON	25	MAY		
TUES	26	MAY	HAWICK COMMON GOOD FUND SUB-CTEE	4.00 p.m.
WED	27	MAY	PEEBLES COMMON GOOD FUND SUB-COMMITTEE	5.00 p.m.
THUR	28	MAY	**SCOTTISH BORDERS COUNCIL**	10.00 a.m.
FRI	29	MAY		
SAT	30	JUN		

SUN	31	JUN		
Jun-20				
MON	1	JUN	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	2	JUN	POLICE CAT MEMBER/OFFICER STRATEGIC OVERSIGHT GROUP	9.30 a.m.
TUES	2	JUN	MAJOR CONTRACTS GOVERNANCE GROUP	2.00 p.m.
WED	3	JUN	JCG: TEACHERS	2.00 p.m.
WED	3	JUN	KELSO CGF SUB-COMMITTEE	4.30 p.m.
WED	3	JUN	JEDBURGH CGF SUB-COMMITTEE	5.30 p.m.
WED	3	JUN	CHEVIOT AREA PARTNERSHIP	6.30 p.m.
THUR	4	JUN	AUDIT & SCRUTINY COMMITTEE	10.00 a.m.
THUR	4	JUN	EDUCATION PERFORMANCE SUB-CTEE	10.00 a.m.
THUR	4	JUN	INNERLEITHEN COMMON GOOD FUND SUB-CTEE	3.00 p.m.
THUR	4	JUN		
FRI	5	JUN		
SAT	6	JUN		
SUN	7	JUN		
MON	8	JUN		
TUES	9	JUN	EXECUTIVE COMMITTEE (FINANCE/PERFORMANCE/TRANSFORMATION)	10.00 a.m.
TUES	9	JUN	LOCAL LICENSING FORUM	4.00 p.m.
TUES	9	JUN	TEVIOT & LIDDESDALE AREA PARTNERSHIP	6.30 p.m.
WED	10	JUN	JCG: STAFF	10.00 a.m.
WED	10	JUN	SELKIRK CGF SUB-COMMITTEE	3.00 p.m.
THUR	11	JUN	PENSION FUND COMMITTEE/PENSION BOARD	10.00 a.m.
THUR	11	JUN	COMMUNITY PLANNING STRATEGIC BOARD	2.00 p.m.
FRI	12	JUN		
SAT	13	JUN		
SUN	14	JUN		
MON	15	JUN	LOCAL REVIEW BODY	10.00 a.m.
TUES	16	JUN	WILLIAM HILL TRUST SUB-COMMITTEE	1.30 p.m.
TUES	16	JUN	LAUDER COMMON GOOD FUND SUB-COMMITTEE	2.00 p.m.
WED	17	JUN	TWEEDDALE AREA PARTNERSHIP	7.00 p.m.
THUR	18	JUN	EMPLOYEE COUNCIL	3.00 p.m.
FRI	19	JUN		
SAT	20	JUN		
SUN	21	JUN		
MON	22	JUN	PENSION FUND INVESTMENT & PERFORMANCE SUB	1.00 p.m.
TUES	23	JUN	AUDIT & SCRUTINY COMMITTEE	10.15 a.m.
WED	24	JUN		
THUR	25	JUN	**SCOTTISH BORDERS COUNCIL**	10.00 a.m.
THUR	25	JUN	EILDON AREA PARTNERSHIP	6.30 p.m.
			LICENSING BOARD	10.00 a.m.
FRI	26	JUN	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	27	JUN		
SUN	28	JUN		
MON	29	JUN	PLANNING AND BUILDING STANDARDS	10.00 a.m.
TUES	30	JUN		
Jul-20				
WED (SH)	1	JUL		
THUR (SH)	2	JUL	BERWICKSHIRE AREA PARTNERSHIP	6.30 p.m.
FRI (SH)	3	JUL		
SAT	4	JUN		
SUN	5	JUN		
MON (SH)	6	JUL		
TUES (SH)	7	JUL	POLICE CAT MEMBER/OFFICER STRATEGIC OVERSIGHT GROUP	9.30 a.m.
WED (SH)	8	JUL		
THUR (SH)	9	JUL		
FRI (SH)	10	JUL		
SAT	11	JUL		
SUN	12	JUL		
MON (SH)	13	JUL	LOCAL REVIEW BODY	10.00 a.m.
TUES (SH)	14	JUL		

WED (SH)	15	JUL		
THUR (SH)	16	JUL		
FRI (SH)	17	JUL		
SAT	18	JUL		
SUN	19	JUL		
MON (SH)	20	JUL		
TUES (SH)	21	JUL		
WED (SH)	22	JUL		
THUR (SH)	23	JUL		
FRI (SH)	24	JUL	LICENSING BOARD	10.00 a.m.
FRI (SH)	24	JUL	CIVIC GOVERNMENT LICENSING COMMITTEE	11.00 a.m.
SAT	25	JUL		
SUN	26	JUL		
MON (SH)	27	JUL		

Committee order as per Scheme of Administration

Meeting		Day	Date	Time
Scottish Borders Council		Thursday	29-Aug-19	10.00 am
(Louise McGeoch)		Thursday	26-Sep-19	10.00 am
		Thursday	31-Oct-19	10.00 am
		Thursday	28-Nov-19	10.00 am
		Thursday	19-Dec-19	10.00 am
		Thursday	30-Jan-20	10.00 am
	Special Budget	Thursday	20-Feb-20	10.00 am
		Thursday	27-Feb-20	10.00 am
		Thursday	26-Mar-20	10.00 am
		Thursday	30-Apr-20	10.00 am
		Thursday	28-May-20	10.00 am
		Thursday	25-Jun-20	10.00 am
Duns Common Good Fund Sub-Ctee		Thursday	05-Sep-19	5.00 pm
(Eileen Graham)				
Galashiels Common Good Fund Sub-Ctee		Thursday	12-Sep-19	10.00 am
(Fiona Walling)		Thursday	05-Dec-19	10.00 am
		Thursday	12-Mar-20	10.00 am
		Thursday	21-May-20	10.00 am
Hawick Common Good Fund Sub-Ctee		Tuesday	20-Aug-19	4.00 pm
(Judith Turnbull)		Tuesday	10-Dec-19	4.00 pm
		Tuesday	17-Mar-20	4.00 pm
		Tuesday	26-May-20	4.00 pm
Innerleithen Common Good Fund Sub-Ctee		Thursday	22-Aug-19	3.00 pm
(Fiona Walling)		Thursday	12-Dec-19	3.00 pm
		Thursday	04-Mar-20	3.00 pm
		Thursday	04-Jun-20	3.00 pm
Jedburgh Common Good Fund Sub-Ctee	Jedburgh	Wednesday	25-Sep-19	4.30 pm
(Fiona Henderson)	Kelso	Wednesday	27-Nov-19	5.30pm
	Jedburgh	Wednesday	23-Apr-20	4.30 pm
	Kelso	Wednesday	03-Jun-20	5.30 pm
Kelso Common Good Fund Sub-Ctee	Jedburgh	Wednesday	25-Sep-19	5.30 pm
(Fiona Henderson)	Kelso	Wednesday	27-Nov-19	4.30 pm
	Jedburgh	Wednesday	23-Apr-20	5.30 pm
	Kelso	Wednesday	03-Jun-20	4.30 pm
Lauder Common Good Fund Sub-Ctee		Tuesday	27-Aug-19	2.00 pm
(Eileen Graham)		Tuesday	17-Dec-19	2.00 pm
		Tuesday	18-Feb-20	2.00 pm
		Tuesday	16-Jun-20	2.00 pm
Peebles Common Good Fund Sub-Ctee		Wednesday	21-Aug-19	5.00 pm
(Louise McGeoch)		Wednesday	20-Nov-19	5.00 pm
		Wednesday	26-Feb-20	5.00 pm
		Wednesday	27-May-20	5.00 pm
Selkirk Common Good Fund Sub-Ctee		Wednesday	04-Sep-19	3.00 pm
(Fiona Walling)		Wednesday	11-Dec-19	3.00 pm
		Wednesday	12-Feb-19	3.00 pm
		Wednesday	10-Jun-20	3.00 pm
William Hill Trust Sub-Committee		Tuesday	17-Dec-19	1.30 pm
(Eileen Graham)		Tuesday	16-Jun-20	1.30 pm
Major Contracts Governance Group		Tuesday	17-Sep-19	2.00 pm
(Judith Turnbull)		Tuesday	05-Nov-19	2.00 pm
		Tuesday	03-Mar-20	2.00 pm
		Tuesday	02-Jun-20	2.00 pm
Executive Committee	Finance etc	Tuesday	20-Aug-19	10.00 am
(Fiona Walling)	Economic Dev	Tuesday	17-Sep-19	10.00 am
	Education	Tuesday	08-Oct-19	10.00 am
	Finance etc	Tuesday	19-Nov-19	10.00 am
	Economic Dev	Tuesday	03-Dec-19	10.00 am
	Education	Tuesday	21-Jan-20	10.00 am
	Finance etc	Tuesday	11-Feb-20	10.00 am
	no theme	Tuesday	17-Mar-20	10.00 am
	Economic Dev	Tuesday	21-Apr-20	10.00 am
	Education	Tuesday	19-May-20	10.00 am
	Finance etc	Tuesday	09-Jun-20	10.00 am
Education Performance Sub-Ctee		Thursday	05-Sep-19	10.00 am
(Fiona Henderson)		Thursday	21-Nov-19	10.00 am
		Thursday	05-Mar-20	10.00 am
		Thursday	04-Jun-20	10.00 am
Audit and Scrutiny Committee	Scrutiny	Thursday	22-Aug-19	10.00 am
(Eileen Graham)	Audit	Monday	23-Sep-19	10.15 am
	Scrutiny	Thursday	24-Oct-19	10.00 am
	Audit & Scrutiny	Monday	25-Nov-19	10.15 am
	Scrutiny	Monday	12-Dec-19	10.00 a.m.
	Scrutiny	Thursday	09-Jan-20	10.00 a.m.
	Audit & Scrutiny	Monday	10-Feb-20	10.00 am

	Audit	Monday	09-Mar-20	10.15 am
	Scrutiny	Thursday	23-Apr-20	10.00 am
	Audit & Scrutiny	Monday	11-May-20	10.15 am
	Scrutiny	Thursday	04-Jun-20	10.00 am
	Audit	Tuesday	23-Jun-20	10.15 am
Civic Government Licensing Committee		Friday	23-Aug-19	11.00 am
(Fiona Henderson)		Friday	20-Sep-19	11.00 am
		Friday	25-Oct-19	11.00 am
		Friday	22-Nov-19	11.00 am
		Friday	20-Dec-19	11.00 am
		Friday	24-Jan-20	11.00 am
		Friday	21-Feb-20	11.00 am
		Friday	20-Mar-20	11.00 am
		Friday	24-Apr-20	11.00 am
		Friday	22-May-20	11.00 am
		Friday	26-Jun-20	11.00 am
		Friday	24-Jul-20	11.00 am
Licensing Board		Friday	23-Aug-19	10.00 am
(Eileen Graham)		Friday	20-Sep-19	10.00 am
		Friday	25-Oct-19	10.00 am
		Friday	22-Nov-19	10.00 am
		Friday	20-Dec-19	10.00 am
		Friday	24-Jan-20	10.00 am
		Friday	21-Feb-20	10.00 am
		Friday	20-Mar-20	10.00 am
		Friday	24-Apr-20	10.00 am
		Friday	22-May-20	10.00 am
		Friday	26-Jun-20	10.00 am
		Friday	24-Jul-20	10.00 am
Pension Fund Committee Followed by Pension Fund Board		Thursday	12-Sep-19	10.00 am
(Judith Turnbull)		Friday	29-Nov-19	10.00 am
		Thursday	05-Mar-20	10.00 am
		Thursday	11-Jun-20	10.00 am
Pension Fund Investment Performance Sub-Committee		Monday	30-Sep-19	1.00 p.m.
(Judith Turnbull)		Monday	10-Feb-20	1.00 p.m.
		Monday	22-Jun-20	1.00 p.m.
Planning & Building Standards Committee		Monday	05-Aug-19	10.00 am
(Fiona Henderson)		Monday	02-Sep-19	10.00 am
		Monday	07-Oct-19	10.00 am
		Monday	04-Nov-19	10.00 am
		Monday	09-Dec-19	10.00 am
		Monday	13-Jan-20	10.00 am
		Monday	03-Feb-20	10.00 am
		Monday	02-Mar-20	10.00 am
		Monday	30-Mar-20	10.00 am
		Monday	27-Apr-20	10.00 am
		Monday	01-Jun-20	10.00 am
		Monday	29-Jun-20	10.00 am
Local Review Body		Monday	19-Aug-19	10.00 am
(Fiona Walling)		Monday	16-Sep-19	10.00 am
		Monday	21-Oct-19	10.00 am
		Monday	18-Nov-19	10.00 am
		Monday	16-Dec-19	10.00 am
		Monday	20-Jan-20	10.00 am
		Monday	17-Feb-20	10.00 am
		Monday	16-Mar-20	10.00 am
		Monday	20-Apr-20	10.00 am
		Monday	18-May-20	10.00 am
		Monday	15-Jun-20	10.00 am
		Monday	13-Jul-20	10.00 am
Standards Committee		Thursday	16-Jan-20	10.00 am
(Eileen Graham)				
JCG: Staff		Wednesday	09-Oct-19	10.00 am
(Eileen Graham)		Wednesday	22-Jan-20	10.00 am
		Wednesday	10-Jun-20	10.00 am
JCG: Teachers		Wednesday	18-Sep-19	2.00 pm
(Judith Turnbull)		Wednesday	19-Feb-20	2.00 pm
		Wednesday	03-Jun-20	2.00 pm
Employee Council		Thursday	05-Sep-19	3.00 pm
(Judith Turnbull)		Thursday	05-Dec-19	3.00 pm
		Thursday	12-Mar-20	3.30 pm
		Thursday	18-Jun-20	3.30 pm
Police, Fire & Rescue, Safer Communities Board		Friday	30-Aug-19	9.30 am
(Judith Turnbull)		Friday	08-Nov-19	9.30 am
		Friday	07-Feb-20	9.30 am
		Friday	15-May-20	9.30 am
Community Planning Strategic Board		Thursday	12-Sep-19	2.00 pm

(Jenny Wilkinson)	Thursday	21-Nov-19	2.00 pm
	Thursday	05-Mar-20	2.00 pm
	Thursday	11-Jun-20	2.00 pm
Berwickshire Area Partnership	Thursday	05-Sep-19	6.30 pm
(Eileen Graham)	Thursday	05-Dec-19	6.30 pm
	Thursday	06-Feb-20	6.30 pm
	Thursday	07-May-20	6.30 pm
	Thursday	02-Jul-20	6.30 pm
Cheviot Area Partnership	Wednesday	25-Sep-19	6.30 pm
(Fiona Henderson)	Wednesday	27-Nov-19	6.30 pm
	Wednesday	29-Jan-20	6.30 pm
	Wednesday	22-Apr-20	6.30 pm
	Wednesday	03-Jun-20	6.30 pm
Eildon Area Partnership	Thursday	12-Sep-19	6.00 pm
(Fiona Walling)	Thursday	14-Nov-19	6.00 pm
	Thursday	13-Feb-20	6.00 pm
	Thursday	30-Apr-20	6.00 pm
	Thursday	25-Jun-20	6.00 pm
Teviot & Liddesdale Area Partnership	Tuesday	17-Sep-19	6.30 pm
(Judith Turnbull)	Tuesday	19-Nov-19	6.30 pm
	Tuesday	18-Feb-20	6.30 pm
	Tuesday	31 Apr 20	6.30 pm
	Tuesday	09-Jun-20	6.30 pm
Tweeddale Area Partnership	Wednesday	28-Aug-19	7.00 pm
(Louise McGeoch)	Wednesday	06-Nov-19	7.00 pm
	Wednesday	22-Jan-20	7.00 pm
	Wednesday	25-Mar-20	7.00 pm
	Wednesday	17-Jun-20	7.00 pm
Local Licensing Forum	Tuesday	22-Oct-19	4.00 pm
(Fiona Walling)	Tuesday	21-Jan-20	4.00 pm
	Tuesday	17-Mar-20	4.00 pm
	Tuesday	09-Jun-20	4.00 pm
Licensing Board/Local Licensing Forum Joint Meeting	Wednesday	04-Dec-19	4.00 pm
(Fiona Walling)			
Police Community Action Team Member Officer Oversight Group	Tuesday	03-Sep-19	9.30 am
(Louise McGeoch)	Tuesday	01-Oct-19	9.30 am
	Tuesday	05-Nov-19	9.30 am
	Tuesday	03-Dec-19	2.00 pm
	Tuesday	07-Jan-20	9.30 am
	Tuesday	04-Feb-20	2.00 pm
	Tuesday	03-Mar-20	9.30 am
	Tuesday	31-Mar-20	9.30 am
	Tuesday	05-May-20	9.30am
	Tuesday	02-Jun-20	9.30 am
	Tuesday	07-Jul-20	9.30 am

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