

SCOTTISH BORDERS COUNCIL

MAJOR CONTRACTS GOVERNANCE GROUP

MINUTES of Meeting of the MAJOR
CONTRACTS GOVERNANCE GROUP
held in Council Chamber, Council
Headquarters, Newtown St Boswells on
Tuesday, 17 September 2019 at 2.00 pm

Present:- Councillors R Tatler (Chairman), D Moffat, E Thornton-Nicol,
T Weatherston.
Apologies:- Councillor J Fullarton, G Edgar.
In Service Director Assets & Infrastructure, Chief Officer Roads, Contracts
Attendance:- Manager - SBc Contracts, Quantity Surveyor - SBc Contracts, Principal
Internal Auditor, Democratic Services Officer (J Turnbull).

1. CHAIRMAN'S REMARKS

The Chairman welcomed everyone to the meeting. Members expressed concern that there were no reports from SB Cares and the Group was therefore unable to fulfill its governance and oversight responsibilities in relation to SB Cares

**DECISION
NOTED.**

2. MINUTE

There had been circulated copies of the Minute of the meeting of the Major Contracts Governance Group of 3 July 2019

**DECISION
NOTED the Minute for signature by the Chairman.**

3. LIVE BORDERS

3.1 The Chairman welcomed Ewan Jackson - Chief Executive of Live Borders and Linda Ross - Director of Business Services, Live Borders who were in attendance to give a presentation on the governance structure and performance monitoring in place for Live Borders. Copies of a background report had been circulated with the agenda.

3.2 Mr Jackson began the presentation by advising that Live Borders was formed in 2016 with the transfer of Cultural Services. The company was limited by Guarantee, regulated by Companies House, and a charity regulated by the Office of the Scottish Charity Regulator. Live Borders' Chief Officers reported to a Board of Trustees, with Councillors Parker, Laing and Richards members of the Board. Mr Jackson explained that Live Borders was required to deliver six outcomes: Improved mental health; enhanced learning opportunities, training and experiences; increased economic benefits; enhanced partnerships; stronger communities; and, increasing effective operations and income maximisation, whilst maintaining appropriate quality and standards. Live Borders employed 600 staff, including 237 full-time, and covered the whole of the Scottish Borders. They managed facilities including sports hall/gyms, libraries, swimming pools, community centres, museums, archives and galleries.

3.3 Mr Jackson then discussed Live Borders governance arrangements, explaining that there was an Executive Board and Joint Officer Group. 25 key performance indicators were reported to the Council's Executive Committee twice a year, for example library

membership, learn 2 swim membership and cultural visits. In addition there were regular director meetings, joint officer workshops and quarterly risk reviews which were supported by the Council's risk team. Mr Jackson explained that key risks were their property portfolio – they managed 67 properties across the region; an unforeseen or unplanned reduction in their management fee; and, preparation and governance arrangements. Mr Jackson concluded his presentation by advising that every penny spent with Live Borders was reinvested into supporting active, creative and healthy communities in the Scottish Borders.

- 3.4 Members then raised a number of questions relating to specific Live Borders' facilities which were answered by Mr Jackson and Ms Ross. With regard to environmental sustainability, Mr Jackson advised that on the back of Keep Scotland Beautiful, Live Borders had created a Green Team, which would focus on reducing Live Borders' carbon footprint and encourage recycling management. Regular reports on their environmental management would be presented to the Board for monitoring. Mr Jackson advised that Live Borders did not participate in Social Prescribing. However, they did work with NHS Borders and received patient health referrals. With regard to Live Borders achieving accreditation as a Living Wage employer, Mr Jackson acknowledged that this would be a challenge for the organisation. With regard to multi-sport pitches, Mr Jackson explained that there was not one surface that met the criteria for all sports. However, Live Borders would provide advice to any community who were considering investing in such a multi-sports pitch, although funding or a grant subsidy would be required. The Chairman thanked Mr Jackson and Ms Ross for their attendance and for their informative report and presentation.

**DECISION
NOTED**

4. **PRIVATE BUSINESS**
AGREED under Section 50A(4) of the Local Government (Scotland) Act 1973 to exclude the public from the meeting during consideration of the business contained in the following items on the ground that they involved the likely Part 1 of Schedule 7A to the Act.

SUMMARY OF PRIVATE BUSINESS

5. **MINUTE**
Members considered the Private section of the Minute of the Major Contracts Governance Group of 3 July 2019.
6. **SBC CONTRACTS TRADING OPERATION UPDATE**
There had been circulated copies of a report by the Chief Officer Roads.

PUBLIC BUSINESS

7. **NEXT MEETING**
The Chairman thanked everyone for attending the meeting and for the comprehensive report. The next meeting was scheduled to be held on Tuesday, 5 November 2019 at 2.00 pm.

**DECISION
NOTED.**

The meeting concluded at 3.00 pm.