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SCRUTINY & PETITIONS COMMITTEE THURSDAY, 1 JUNE 2023

A MEETING of the SCRUTINY & PETITIONS COMMITTEE will be held VIA MICROSOFT TEAMS on THURSDAY, 1 JUNE 2023 at 10.00 am.

All Attendees, including members of the public, should note that the public business in this meeting will be livestreamed and video recorded and that recording will be available thereafter for public view for 180 days.

J. J. WILKINSON,
Clerk to the Council,

22 May 2023

BUSINESS		
1.	Apologies for Absence	
2.	Order of Business	
3.	Declarations of Interest	
4.	Minute and Scrutiny Action Sheet (Pages 3 - 6) (a) Consider Minute of meeting held on 20 April 2023. (Copy attached.) (b) Consider Action Tracker. (Copy attached.)	5 mins
5.	Rural Proofing Policy Update A verbal update from Jenni Craig, Director Resilient Communities on the Rural Proofing Policy.	10 mins
6.	Scrutiny Review Work Programme Consider the Scrutiny Review Work Programme report. (Copy to follow.)	30 mins
7.	Any Other Items Previously Circulated	
8.	Any Other Items the Chair Decides are Urgent	
9.	Future Meeting Dates The future meetings of the Scrutiny & Petitions Committee were scheduled as follows:	

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| <ul style="list-style-type: none">• 17 August 2023• 19 October 2023• 7 December 2023• 21 March 2024• 23 May 2024 | |
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NOTES

1. **Timings given above are only indicative and not intended to inhibit Members' discussions.**
2. **Members are reminded that, if they have a pecuniary or non-pecuniary interest in any item of business coming before the meeting, that interest should be declared prior to commencement of discussion on that item. Such declaration will be recorded in the Minute of the meeting.**

Membership of Committee:- Councillors E. Thornton-Nicol (Chair), N. Richards (Vice-Chair), J. Anderson, P. Brown, J. Cox, M. Douglas, J. PatonDay, E. Robson, S. Scott and F. Sinclair

Please direct any enquiries to Lynne Cuerden, Democratic Services Officer
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**SCOTTISH BORDERS COUNCIL
SCRUTINY & PETITIONS COMMITTEE**

MINUTES of Meeting of the SCRUTINY & PETITIONS COMMITTEE held via Microsoft Teams on Thursday, 20 April 2023 at 10.00 am

Present:- Councillors E. Thornton-Nicol (Chair), N. Richards (Vice-Chair), J. Anderson, P. Brown, J. Cox, M. Douglas, J. PatonDay, E. Robson, S. Scott and F. Sinclair

In Attendance:- Acting Chief Officer Corporate Governance, Clerk to the Council, and Democratic Services Officer (L. Cuerden)

1. MINUTE AND SCRUTINY ACTION SHEET

- 1.1 Copies of the Minute of Meeting held on 12 January 2023 had been circulated.
- 1.2 Copies of the Action Tracker for Scrutiny decisions had been circulated. The following items were to be considered at the meeting scheduled for 1 June 2023: use of school premises by community groups; incorporation of rural proofing into checklists; and public transport and communities evaluation.

DECISION

- (a) **APPROVED the Minute for signature by the Chair.**
- (b) **NOTED the dates where outstanding actions would be considered.**

2. FUTURE SCRUTINY WORK PROGRAM

With reference to paragraph 4 of the Minute of 12 January 2023, there had been circulated copies of a report by the Clerk to the Council, the purpose of which was to provide details of those subjects submitted for consideration for review by the Scrutiny and Petitions Committee and to seek approval for their inclusion in the Scrutiny Review Work Programme. Members were reminded of their strategic role whereby it was appropriate for reviews to scrutinise delivery against a plan, or benefit realisation against a target. In the first instance, Members were to be cognisant of the two threshold criteria: the proposed review was within the scope of the Council and its objectives; and the scope of the review was clear and concise. Further criteria were outlined in the report with due consideration to be given to the number of reviews directed to any particular Service at one time to ensure that their resources were not stretched too thinly. Officers from various Services of the Council would provide advice and support where appropriate. Eleven subjects had been submitted for possible inclusion in the Scrutiny Work Programme, detailed in the Appendix to the report. This list was to be added to, subject to Council approval, over the coming years as further subject reviews arose. There followed a discussion on each review proposal. It was agreed to combine proposals with commonality which resulted in nine proposed reviews as detailed in the Appendix to the Minute. A further verbal proposal from Councillor Cox was considered and deemed to be under the remit of the Audit Committee. The Council Management Team were to provide further details and outcomes for the proposed reviews. The final list of subjects for review was to be considered for agreement at the meeting of 1 June 2023, and then presented to the Council for approval on 29 June 2023. Reviews would be scheduled to begin in August 2023.

DECISION

AGREED:

- (a) the list of subjects it wished to take forward for inclusion in the Scrutiny Review Work Programme as detailed in the Appendix to this Minute; and
- (b) that the Council's Management Team would be asked to provide further details, including outcomes for such reviews, for consideration by the Scrutiny & Petitions Committee prior to it recommending its Review Work Programme for approval by Scottish Borders Council.

The meeting concluded at 10.25 am

SCOTTISH BORDERS COUNCIL
SCRUTINY BUSINESS ACTION SHEET
SCRUTINY & PETITIONS COMMITTEE

Notes:-

1. Paragraphs Marked with a * require full Council approval before action can be taken
2. Items for which no actions are required are not included

TITLE	DECISION REQUIRING ACTION	DEPARTMENT/ SECTION	RESPONSIBLE OFFICER	Action Update
12 January 2023				
1. Waste & Recycling Comms	Para 2.4 – AGREED that waste management emails to Community Councils also be sent to Elected Members to allow them to check that the information had been received and was being disseminated out to communities	Communications	Ross Sharp-Dent/Adam Drummond	
2. Future Scrutiny Work Programme	Para 4. - AGREED to each Committee member submitting one subject for review before the next meeting	Elected Members		On agenda, 1 June
13 January 2022				
1. Scrutiny Business Action Sheet	Para 2.4 – action (d) AGREED there would be a discussion at a future meeting of Audit & Scrutiny on the use of school facilities by community groups and how this could be taken forward through the Place Making discussions.	Corporate	Lesley Munro/Jenni Craig/John Curry	Now to be taken forward through Place-making agenda.
9 December 2021				
1. Community Funding Evaluation Process	Para 3.2 – action (b) AGREED to add the review of Festival Funding to the Action Tracker.	Resilient Communities	Jenni Craig	A report on a review of Festival Funding will be taken to the Executive Committee post-election, with funding for 2022/23 based on existing arrangements.
2. Rural Proofing Policy	Para 4 – action (b) AGREED that the UN Sustainable Development Goals and Integrated Impact Assessment Goals checklists would be strengthened to ensure that elements of rurality were fully incorporated, and that the draft checklists be considered by the Committee prior to submission to Council.	Corporate	Jenny Wilkinson/ Jenni Craig	Now to be brought to August meeting.

TITLE	DECISION REQUIRING ACTION	DEPARTMENT/ SECTION	RESPONSIBLE OFFICER	Action Update
29 June 2021				
1. Scrutiny Work Programme	(a) Public transport and communities – An evaluation of the current situation and future plans for supporting rural communities to set up their own community transport where there was demand and current transport inadequate. (Initial Scrutiny hearing to determine best methodology and reporting)	Infrastructure & Environment	John Curry	Report to Council in June setting out priorities for Transport which will include community transport and rural provisions.