






SCOTTISH BORDERS COUNCIL
ACTION TRACKER





SCRUTINY COMMITTEE – MAY 2012 to FEBRUARY 2017



OUTCOMES




16 February 2017			OUTCOME
Artificial Sports Pitches	DECISION AGREED that an update report be presented to the Scrutiny Committee in 18 months providing a review of 2D and 3G artificial pitch provision in the Scottish Borders.	Head of Operations with Live Borders.	Report to be presented to Scrutiny Committee in June 2018.
Home Schooling	DECISION AGREED to review home schooling on an annual basis and make recommendations to Council and the Executive as appropriate.	Service Director Children and Young People	Report to be presented to Scrutiny Committee in February 2018.
26 January 2017			OUTCOME
The Impact of third party use on the local authority's road network	DECISION AGREED TO RECOMMEND to the Executive Committee: (a) the Leader write to the Scottish Government pressing for more funding for the road infrastructure from both Scottish Government and the Forestry Industry to both prepare the public road network for timber extraction and also rectify any resultant damage caused by timber extraction; (b) The Leader write to the Scottish Government to request that the current review of 'the Future of Forestry in Scotland' should include the impact and cost of timber extraction on the road network and rural communities; and (c) the impact of 3 rd party use of the public road network – in the form of larger HGV vehicles – be kept under review on an annual basis by the appropriate Committee in the new Council following the election in May 2017.	Clerk to the Council	Executive Committee of 14 February AGREED (a) and (c) and Agreed (b) with the following additions. (b) ...and in granting permission for new afforestation, due regard must be given to the capacity of rural roads to accommodate the pressures at a time of extraction in the future; and 





Implications of the Community Empowerment Act on the Council	<p>DECISION AGREED</p> <p>(b) A pack on Community Empowerment be sent out to all Members with links to further information which Members could distribute to local community bodies; and</p> <p>(c) that further briefings be made to all Members in due course as the remaining sections of the Community Empowerment Act were enacted.</p>	Community & Partnerships Manager	<p>(b) Links emailed to Scrutiny Members on 06.02.17 All Members on 15.02.17</p> <p></p> <p>(c) This will be picked up by Shona Smith in the new Council.</p>
27 October 2016			OUTCOME
Review of Bridges	<p>DECISION</p> <p>4(b) AGREED to RECOMMEND to the EXECUTIVE COMMITTEE that:</p> <p>(i) the current Roads Review should take account of the need to inspect bridges within the Code of Practice for Management of Highway Structures recommendations and that, if possible, some additional resources be identified to allow this work to be carried out in line with the priorities within the Roads Asset Management Plan;</p> <p>(ii) once the inspection of bridges has been carried out, that the condition of all bridges be categorised and incorporated into the regular performance monitoring reports to the Executive Committee; and</p> <p>(iii) when considering future repairs to historic and iconic Borders bridges, officers continue to assess on a case by case basis any opportunities for external funding.</p>	Clerk to the Council	<p>Executive Committee on 15 November 2016:AGREED (i) and (ii) and amended (iii) to:</p> <p>once the inspection of bridges had been carried out, the condition of all bridges be categorised and incorporated into an annual report to the Executive Committee as part of the Roads Asset Management Plan process.</p> <p>This amended was accepted at the Scrutiny Committee meeting of 24 November 2016.</p> <p></p>
22 September 2016			OUTCOME
Community Recycling Centres – Update on re-use/re-marketing of Goods.	<p>DECISION</p> <p>4.10 AGREED to RECOMMEND that the Waste Management Member Officer Working Group be asked to investigate initiatives to facilitate Arm’s Length Organisations continuing and expanding the valuable re-use and remarketing facility at the Council’s Community Recycling Centres, as part of their consideration of the new Waste Management Plan.</p>		<p>Ross-Sharp Dent confirmed this will be raised at the next meeting of the Waste Management WG due to be held end March/beginning April 2017 (No meeting of the WG has taken place since September 2016).</p> <p></p>
18 August 2016			OUTCOME
Great Tapestry of Scotland: A Review of the Process in	<p>DECISION</p> <p>AGREED that the amended report by the Great Tapestry of Scotland Working Group, including its 6 recommendations, be presented to the Executive Committee at its next meeting on 6 September 2016:</p>	Clerk to the Council	<p>Executive AGREED on 6 September 2016 to endorse the recommendations from the Scrutiny</p>






<p>respect of decision-making.</p>	<p>(a) Where potential projects, such as the Great Tapestry, are at the stage of evolving from a conversation into a concept/idea, before proceeding to the project stage and into the capital plan, it would be helpful if all material conversations involving Officers and Members could be summarised and noted. This would aid transparency and help to establish a more complete project record.</p> <p>(b) When officers are producing the first formal report to be considered by Members on a major project, they should include all appropriate information on the origin of all options which have been considered and any which have subsequently been dismissed. This is as much for a retrospective record as it is to inform the decision-making at the time.</p> <p>(c) Relevant analysis/research should be considered for inclusion as appendices in reports for projects like this or, if confidential, made available to Members privately for further scrutiny.</p> <p>(d) For any major project – to ensure good communications – regular informal briefing for all Members, along with the provision of electronic bulletins, would assist in keeping Members updated on progress and allow them to ask questions and also pass this information on to stakeholders, community groups, and members of the public.</p> <p>(e) Within the project management processes, the Council’s reputational risk should be included as a matter of routine in the Risk Register and the risk and mitigations section of committee reports should always take reputational risk into account and provide a commentary on that issue.</p> <p>(f) When considering locations as part of a major project, criteria being used to assess them should be put in order or priority (starting with the highest) and/or weighed. Once a site had failed to meet one of the criterial, that site will normally no longer be assessed against the remaining criteria, and an explanation will be given to Members.</p>		<p>Committee.</p> 
<p>Commissioning Arrangements with the Voluntary and Third Sector</p>	<p>DECISON AGREED THAT:</p> <p>(i) a link to the report “Purchasing from the Third Sector” would be forwarded to Greenlaw and Hume Community Council for their information and advise them that the Committee was not inclined to pursue a full review of outsourcing success stories elsewhere in Scotland at the moment, given the current level of outsourcing to the Third Sector; and</p>	<p>Clerk to the Council</p>	<p>Claire Veitch Manager – Local Area Co-ordination Team (Learning Disability & Mental Health) Scottish Borders Learning Disability Service Church Street</p>



	(ii) further information relating to the Green Team and supported businesses in general be presented at a future meeting of the Scrutiny Committee.		EARLSTON TD4 6HR 01896 840 200 07816 156 659 Information on the Green Team to be presented in the new Council term. 
28 April 2016		OUTCOME	
School Transport and Escorts	DECISION NOTED (b) that information on transport received from parents would be included in the School Estates review; and (c) that there would be an incremental review of school transport linked to the Schools Estates review carried out over the next 12 to 24 months.		Confirmation requested that this has been included in the Schools Estate Review. 
24 March 2016		OUTCOME	
Re-Trunking parts of A7 and trunking of A72	DECISION AGREED that the Asset Manager and Clerk to the Council liaise regarding a further report to Scrutiny Committee identifying the revenue and capital costs of works to individual roads infrastructure.	Asset Manager and Clerk to the Council	Briefing note on 'Roads Re-trunking and Roads Capital Spend presented on 28 April 2016 
18 February 2016		OUTCOME	
Protection of Private Water Supplies	DECISION (b) AGREED that officers from Regulatory Services meet with Mr Taylor to share information he had gathered and consider any lessons learned during his research. (c) AGREED to RECOMMEND to the Executive Committee that: (i) Officers from Regulatory Services work with the Council's Communication Team to progress a public awareness campaign - <ul style="list-style-type: none"> • giving information about grants/conditions available for the improvement of private water supplies; • encouraging people with private water supplies not on the Private Water Supplies Register to send in their details to allow a more complete mapping of properties/source locations not currently on the Register; 		Mr Taylor's information was provided and reviewed but the matter has still to be concluded. Further information to be provided by Mr Taylor as at 20 January 2017. Executive Committee on 22 March 2016 agreed the recommendations. 

	<ul style="list-style-type: none"> placing information on the Council's website; attending Area Fora meetings; and involving Community Councils asking for their assistance by providing a map of known properties/sources within their area and requesting them to populate these maps further using local knowledge; and <p>(ii) the Director of Regulatory Services continue to ensure sufficient staff resources were available to meet the Council's statutory needs for private water supplies.</p>		
Scrutiny Reviews – Update on Subjects included in the future Scrutiny Review Programme	<p>DECISION AGREED that:-</p> <p>(i) The Council's Communications Team would issue a press release explaining the role of Scrutiny and how the public could contribute to the work of the Committee by suggesting areas for review.</p> <p>(ii) The list of subjects for review would be revised and would group the subjects together under headings (a) completed topics; (b) those where the reviews were "in progress" and (c) subjects where Scrutiny had yet to decide any action, to easily identify the current status of any topic and that this would be available for the next meeting of the Committee.</p>		<p>Details on website.</p> <p>www.scotborders.gov.uk/info/20058/councillors_and_committees/351/scrutiny</p> <p></p>
28 January 2016			OUTCOME
Maintenance of Roads	<p>DECISION</p> <p>(a) AGREED to RECOMMEND that the Executive Committee continue to consider ways of further increasing investment in roads and related infrastructure; and</p> <p>(b) AGREED to request that the Service Director Commercial Services bring back a report to the March 2016 meeting of Scrutiny on the potential implications for the capital and revenue budgets of the re-trunking of the A72 and A7, along with potential impact on the capital programme and SBc Contracts.</p>		<p>Executive AGREED on 8 March 2016:- to accept the recommendation from the Scrutiny Committee to consider ways of further increasing investment in roads and related infrastructure' and to thank the Committee for the work carried out.</p> <p>Further report presented to Scrutiny on March 2016 Meeting.</p> <p></p>
29 October 2015			OUTCOME
Great Tapestry of Scotland	<p>DECISION AGREED to form a Scrutiny Working Group to examine the decision</p>	Clerk to the Council	Working Group concluded with report to Scrutiny Committee 18 August

	making process in respect of the Great Tapestry of Scotland Project and ascertain if there were any lessons which could be learned for future projects.		2016. 
24 September 2015			OUTCOME
Minute of the meeting of 20 August 2015 (Home Schooling)	NOTED The amount of maintenance allowance payable to parents who were home educating their child/children would be provided to Members by end of September.	Service Director Children and Young People	 Information issued on 12.10.15
20 August 2015			OUTCOME
Non Schooling and Home Schooling	DECISION AGREED TO RECOMMEND that the Scottish Borders Council write to Scottish Government requesting that the 1980 Scotland Education Act be amended to give local authorities the power to enforce Section 37 of the Act in order to ensure that children who were being home schooled received a satisfactory education appropriate to their age and aptitude.		Council AGREED on 7 October 2015 that a report be submitted to the Executive (Education Theme) in advance of any letter to the Scottish Government regarding Home Schooling. Due to changes in legislation this action was superseded. A Private Briefing was given to Scrutiny Committee on 16.02.17 
Scrutiny Reviews	DECISION AGREED that guidance would be made available to anyone submitting a request for a Scrutiny Review to ensure that the request contained sufficient information to enable the Committee to make its decision.		No further requests received.
11 June 2015			OUTCOME
Funding Available to Community Councils	DECISION AGREED: (a) to add a paragraph to the Briefing note stating that advice on other funding sources was available from the Council's Funding and Project Officer; (b) To circulate the Briefing Note to all Community Councils via email; and (c) That the Democratic Services Officers distribute copies of the	Clare Malster Louise McGeoch	Completed 18 June 2015 Completed. Completed 30 June 2015

	Briefing Note to Community Council representatives at the Area Forum meetings.	DSOs	
28 May 2015			OUTCOME
Notice of Concern Process	DECISION AGREED to: (b) Notify the Executive Committee of the decision to approve the Notice of Concern process.		All Councillors receive electronic copies of Scrutiny Minute but this will also be picked up in the new Council. 
29 January 2015			OUTCOME
Performance Monitoring Role of Scrutiny and Code of Practice	DECISION (c) AGREED that:- (i) RAG (red, Amber, Green) status be include in reports presented to Scrutiny Committee in its monitoring role; and (ii) Training on how officer used Covalent in performance monitoring be delivered to Members of Scrutiny Committee.		This will be picked up in the new Council. 
Scrutiny Reviews	DECISION AGREED: (b) to request the Clerk to the Council amend the Scrutiny Review Requests text, last paragraph, to read 'will' be pleased to hear from you, not 'would'; (c) to request the Clerk to the Council amend the website proposed text as follows:- (i) first paragraph, delete 'to residents'; (ii) to insert, on first page, paragraph 3, numbered point 4, an asterisk at "call-in" and on page two, last paragraph, an asterisk at 'Checking on Executive Decisions – the call in' process'; (iii) last paragraph – Scrutiny Committee Membership, amend to: Councillor Simon Mountford'; and (d) that the Clerk to the Council circulate a draft 'Notice of Concern' process to Members prior to the next meeting of the Committee and to include this as an item on the next agenda of the Scrutiny Committee.		Completed 18 March 2015 Presented to 26 March 2015 meeting for consideration. 
Scrutiny Committee	DECISION AGREED the following methods of public engagement be progresses:-		Completed 18 March 2015

	<ul style="list-style-type: none"> (i) An item placed on each Area Forum agenda requesting suggestions for considerations for Scrutiny reviews; (ii) officers draft a letter – for prior approval by members of the Scrutiny Committee – to Community Councils asking for ideas for Scrutiny Reviews and giving details of the context of such reviews; and (iii) further information be provided in terms of using the Council website to submit suggestions for reviews. 		
4 October 2012			OUTCOME
The Scrutinising Function within the new Scheme of Administration	DECISION AGREED TO RECOMMEND to Council that Standing Order 26 be amended in that the number of Councillor signatures required on the notice of motion or amendment be reduced from ten to seven.		Council AGREED on 25 October 2012 to approve the recommendation of Scrutiny that Standing Order 26 be amended in that the number of Councillor signatures required on the Notice of Motion or amendment be reduced from ten to seven. 
Procurement	DECISION AGREED TO RECOMMEND to the Council that the Head of Property and Facilities Management be requested to ensure that all Framework Agreements were properly reviewed after the first 2 year period and not automatically extended for a further period of up to 2 years to allow local firms regular opportunities to be included in such agreements.		Council AGREED on 25 October 2012 to approve the recommendation of Scrutiny. 
13 September 2012			OUTCOME
3. The Welfare Reform Act and Its Impact	DECISION AGREED TO RECOMMEND to COUNCIL that the Communications Plan, set up part of 'The Strategic Partnership Against Poverty' programme, should include updates to all Councillors.		Council AGREED the recommendations on 27 September 2012. 
	Overdue		

	Pending
	Complete