

MEMBERSHIP OF COMMITTEES AND INTERNAL WORKING GROUPS

REQUIRED AS PER INTERIM SCHEME OF ADMINISTRATION

1. Note the membership of the following Common Good Fund and Trust Sub-Committees:

	SUB-COMMITTEE	MEMBERSHIP
1	Coldstream Common Good Fund	All Mid-Berwickshire Ward Members
2	Duns Common Good Fund	All Mid-Berwickshire Ward Members
3	Eyemouth Common Good Fund	All East Berwickshire Ward Members
4	Galashiels Common Good Fund	All Galashiels & District Ward members
5	Hawick Common Good Fund	All Hawick & Denholm and Hawick & Hermitage Ward Members
6	Innerleithen Common Good Fund	All Tweeddale East Ward Members
7	Jedburgh Common Good Fund	All Jedburgh & District Ward Members
8	Kelso Common Good Fund	All Kelso & District Ward Members
9	Lauder Common Good Fund	All Leaderdale & Melrose Ward Members
10	Melrose Common Good Fund	All Leaderdale & Melrose Ward Members
11	Peebles Common Good Fund	All Tweeddale West and Tweeddale East Ward Members
12	Selkirk Common Good Fund	All Selkirkshire Ward Members
13	William Hill Trust	All Leaderdale & Melrose Ward Members

- 2. (a) Note the appointment of the Portfolio holder for Service Delivery & Transformation to the Major Contracts Governance Group;**
- (b) Note the appointment of the Portfolio holder for Service Delivery & Transformation as Chair of the Major Contracts Governance Group;**
- (c) Appoint 6 Elected Members to the Major Contacts Governance Group:**

MAJOR CONTRACTS GOVERNANCE GROUP	MEMBERSHIP (7 in total)
Executive Member for Finance & Budget Oversight	1. (Chairman)
Six Elected Members	2.
	3.
	4.
	5.
	6.
	7.

3. (a) Appoint 13 members to the Executive Committee;

(b) Appoint a Vice-Chair of the Executive Committee from within the membership:

EXECUTIVE COMMITTEE	MEMBERSHIP (13 in total)
Leader of the Council (Chair)	1.
<i>Vice Chair</i>	
Portfolio holder for Community & Culture	2.
Portfolio holder for Estate Management & Planning	3.
Portfolio holder for Social Work & Community Enhancement	4.
Portfolio holder for Health & Wellbeing	5.
Portfolio holder for Community & Business Development	6.
Portfolio holder for Service Delivery & Transformation	7.
Portfolio holder for Roads Development & Maintenance	8.
Portfolio holder for Developing Our Children & Young People	9.
Portfolio holder for Education & Lifelong Learning	10.
Portfolio holder for Environment & Transport	11.
Portfolio holder for Communities & Equalities	12.
Portfolio holder for Community Engagement	13.

4. (a) **Note the appointment of the Portfolio holder for Education & Lifelong Learning to the Education Performance Sub-Committee;**
- (b) **Note the appointment of the Portfolio holder for Education & Lifelong Learning as Chair of the Education Performance Sub-Committee;**
- (c) **Appoint two Members of the Executive to the Education Performance Sub-Committee:**

EDUCATION PERFORMANCE SUB-COMMITTEE	MEMBERSHIP (3 in total)
Portfolio holder for Education & Lifelong Learning	1. (Chairman)
Two Executive Members	2.
	3.

5. (a) **Appoint nine Members (not on the Executive Committee) to the Audit and Scrutiny Committee:**
- (b) **Appoint a Chair of the Audit and Scrutiny Committee from the Opposition members on the Committee;**
- (c) **Appoint a Vice Chair of the Audit and Scrutiny Committee from the Administration members on the Committee:**

AUDIT AND SCRUTINY COMMITTEE	MEMBERSHIP (9 in total)
<i>Chair – member of the Opposition</i>	
<i>Vice Chair – member of the Administration</i>	
Nine members	1.
	2.
	3.
	4.

	5.
	6.
	7.
	8.
	9.

6. (a) **Appoint 9 members to the Civic Government Licensing Committee;**

(b) **Appoint a Chair of the Civic Government Licensing Committee from within the membership:**

CIVIC GOVERNMENT LICENSING COMMITTEE	MEMBERSHIP (9 in total)
<i>Chair</i>	
Nine Members	1.
	2.
	3.
	4.
	5.
	6.
	7.
	8.
	9.

7. (a) **Note the appointment of the Convener as a member and as Chair of the Pension Fund Committee;**

(b) **Appoint 1 Member of the Executive, 3 further members of the Administration and 2 members of the Opposition to the Pension Fund Committee:**

PENSION FUND COMMITTEE	MEMBERSHIP (7 in total)
Convener	1. (Chair)
One member of the Executive	2.
Three Administration members	3.

	4.
	5.
Two Opposition members	6.
	7.

8. (a) **Note the appointment of the 7 members of the Pension Fund Committee to the Pension Fund Investment & Performance Sub-Committee;**

(b) **Note the Sub-Committee also has 2 non-voting members nominated by the Pension Board:**

PENSION FUND INVESTMENT & PERFORMANCE SUB-COMMITTEE	MEMBERSHIP (9 in total to include 2 non-voting members from the Pension Board)
Convener	1. (Chair)
6 Members of the Pension Fund Committee	2.
	3.
	4.
	5.
	6.
	7.

9. (a) **Note the appointment of the Portfolio holder for Estates Management & Planning as a member and Chair of the Planning and Building Standards Committee;**

(b) **Appoint a further 8 Members to the Planning and Building Standards Committee:**

PLANNING AND BUILDING STANDARDS COMMITTEE	MEMBERSHIP (9 in total)
Portfolio holder for Estates Management & Planning	1. (Chair)
Eight Members	2.
	3.
	4.

	5.
	6.
	7.
	8.
	9.

10. (a) Note the appointment of the 9 members of the Planning and Building Standards Committee as members of the Local Review Body;
- (b) Note the appointment of the Portfolio holder for Estates Management & Planning as the Chair of the Local Review Body;

LOCAL REVIEW BODY	MEMBERSHIP (9 in total)
Portfolio holder for Estates Management & Planning	1. (Chair)
Eight members	2.
	3.
	4.
	5.
	6.
	7.
	8.
	9.

11. (a) Note the appointment of the Portfolio holder for Environment & Transport as a member and Chair of the Sustainable Development Committee;
- (b) Appoint 5 members of the Administration and 5 members of the Opposition to the Sustainable Development Committee;
- (b) Appoint a Chair from within the membership of the Committee:

SUSTAINABLE DEVELOPMENT COMMITTEE	MEMBERSHIP (11 in total)
Portfolio holder for Environment & Transport	1. Chair

Five Administration members	2.
	3.
	4.
	5.
	6.
Five Opposition members	7.
	8.
	9.
	10.
	11.

12. (a) Note the appointment of the Portfolio holder for Service Delivery & Transformation as a member and Chair of the Joint Consultative Group for Staff;

(b) Appoint a further 5 Members to the Group:

JCG: STAFF	MEMBERSHIP (14 in total including 8 Trade Union Representatives)
Portfolio holder for Service Delivery & Transformation	1. (Chair)
Five members	2.
	3.
	4.
	5.
	6.

13. (a) Note the appointment of the Portfolio holder for Education & Lifelong Learning as a member and Chair of the Joint Consultative Group for Teachers;

(b) Appoint 3 members of the Administration and 2 members of the Opposition to the Group:

JCG: TEACHERS	MEMBERSHIP (14 in total including 8 Trade Union Representatives)
Portfolio holder for Education & Lifelong Learning	1. (Chair)
Three Administration members	2.
	3.
	4.
Two Opposition members	5.
	6.

- 14. (a) Note the appointment of the Portfolio holder for Service Delivery & Transformation as a member and Chair of the Employee Council;**
- (b) Note the appointment of the Leader as a member of the Employee Council;**
- (c) Appoint two other Executive Members and the Leader of the Opposition as members of the Employee Council:**

EMPLOYEE COUNCIL	MEMBERSHIP
Portfolio holder for Service Delivery & Transformation	1. (Chair)
Leader	2.
Two members of the Executive	3.
	4.
Leader of the Opposition	5.

- 15. (a) Appoint 5 members of the Administration and 3 members of the Opposition to the Standards Committee;**
- (b) Appoint a Chair from within the membership:**

STANDARDS COMMITTEE	MEMBERSHIP (8 in total)
<i>Chair</i>	
Five Administration members	1.
	2.
	3.
	4.
	5.
Three Opposition members	6.
	7.
	8.

16. (a) **Note the appointment of the Portfolio holder for Service Delivery & Transformation, the Leader, and the relevant Executive member(s) to the Appointment Committee;**
- (b) **Appoint one other Member of the Administration and one member of the Opposition to the Appointment Committee;**
- (b) **Note the appointment of the Portfolio holder for Service Delivery & Transformation as Chair of the Committee:**

APPOINTMENT COMMITTEE	MEMBERSHIP (a minimum of 5)
Portfolio holder for Service Delivery & Transformation	1. (Chair)
Leader	2.
Relevant Executive Member(s)	3. <i>As and when</i>
One other member of the Administration	4.
One member of the Opposition	5.

17. (a) **Note the appointment of the Portfolio holder for Community & Culture as a member and Chair of the Police, Fire & Rescue and Safer Communities Board;**

(b) Appoint 5 other Members to the Board:

POLICE, FIRE & RESCUE AND SAFER COMMUNITIES BOARD	MEMBERSHIP (11 in total including 5 non-voting members appointed from an external source)
Portfolio holder for Community & Culture	1. (Chair)
<i>Vice Chair</i>	
Five other Members	2.
	3.
	4.
	5.
	6.

- 18. (a) Note the appointment of the Leader of the Opposition to the Community Planning Strategic Board;**
- (b) Appoint 4 members of the Executive to the Board;**
- (c) Appoint the Chair of the Board from within the Scottish Borders Councillor membership;**
- (d) Note that only 3 of the 5 SBC Elected Members are required to be in attendance at any meeting of the Board:**

COMMUNITY PLANNING STRATEGIC BOARD	MEMBERSHIP (11 in total [any 3 from the 5 SBC Councillors, 5 representatives from the Statutory Partners, and 3 representatives from other CP partners])
<i>Chair</i>	
Leader of the Opposition	1.
Four Executive members	2.
	3.
	4.
	5.

19. (a) Note the membership of each of the Area Partnerships;

(b) Appoint the Chairs of each Area Partnership:

AREA PARTNERSHIP	CORE MEMBERSHIP (also includes one representative from each of four different Community Councils in the area as non-voting members; any other non-voting members appointed by the Area Partnership up to a total core membership maximum of 20. Additional non-voting members may be invited to attend and participate in meetings where there are relevant agenda items)
Berwickshire	All East Berwickshire and Mid-Berwickshire Ward Members (Chair)
Cheviot	All Kelso & District and Jedburgh & District Ward Members (Chair)
Eildon	All Galashiels & District, Selkirkshire and Leaderdale & Melrose Ward Members (Chair)
Teviot & Liddesdale Area	All Hawick & Denholm and Hawick & Hermitage Ward Members (Chair)
Tweeddale Area	All Tweeddale West and Tweeddale East Ward Members (Chair)

20. (a) Appoint 9 members to the Scottish Borders Licensing Board;

(b) Note that the Chair shall be appointed from within the membership at the first meeting of the Licensing Board:

SCOTTISH BORDERS LICENSING BOARD	MEMBERSHIP (9 in total)
Nine members	1.
	2.

	3.
	4.
	5.
	6.
	7.
	8.
	9.

21. Appoint 3 members of the Executive, to include the Portfolio holder for Health & Wellbeing and 2 other elected Members to the membership of the Health and Social Care Integration Joint Board:

SCOTTISH BORDERS HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD	MEMBERSHIP (5 in total from SBC)
Portfolio holder for Health & Wellbeing	1.
Two other Executive members	2.
	3.
Two further elected members	4.
	5.

REQUIRED AS PER PREVIOUS DECISION OF COUNCIL –

- 22. (a) Note the appointment of the Portfolio holder for Community Engagement to the Community Council Scheme Review Working Group;**
- (b) Appoint one Elected Member from each of the five Area Partnerships to the Review Working Group;**
- (c) Note the appointment of the Portfolio holder Community Engagement as the Chair of the Working Group.**

SCOTTISH BORDERS COMMUNITY COUNCIL SCHEME REVIEW WORKING GROUP	MEMBERSHIP (11 in total, which includes a Community Council rep (+ sub) from each Area Partnership locality)
Chair	1. Portfolio holder for Community Engagement (Chair)
Berwickshire Area Partnership	2.
	3. Community Council rep
Cheviot Area Partnership	4.
	5. Community Council rep
Eildon Area Partnership	6.
	7. Community Council rep
Teviot & Liddesdale Area Partnership	8.
	9. Community Council rep
Tweeddale Area Partnership	10.
	11. Community Council rep

- 23. (a) Appoint seven Members of Council to the Anti-Poverty Members Reference Group (if possible, appointment to be on a non-political basis, ensuring a gender and membership to be is;**
- (b) Note that the Reference Group shall appoint the Chair and Vice-Chair of the Group.**

ANTI-POVERTY MEMBERS REFERENCE GROUP	MEMBERSHIP (7 in total)
Seven members	1.
	2.
	3.
	4.
	5.
	6.
	7.

- 24. Appoint one Member to the Internal Wellbeing and Safety Committee.**

25. (a) **Appoint ten Members to the Living Wage Group;**

(b) **Appoint the Chair of the Living Wage Group.**

LIVING WAGE GROUP	MEMBERSHIP (10 in total)
<i>Chair</i>	
Ten members	1.
	2.
	3.
	4.
	5.
	6.
	7.
	8.
	9.
	10.