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**SCHEME OF ADMINISTRATION – EXTERNAL SERVICES/  
PROVIDERS MONITORING GROUP**

**Report by Acting Chief Corporate Governance Officer**

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**SCOTTISH BORDERS COUNCIL**

**30 March 2023**

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**1 PURPOSE AND SUMMARY**

- 1.1 This report proposes a change and an increase to the membership of the External Services/Providers Monitoring Group to include the Executive Member for Community & Culture and one further member.**
- 1.2 The Scheme of Administration regulates, among other things, the constitution and membership of the Committees of Council. Any amendments to the Scheme can only be approved by full Council.
- 1.3 At the moment, the Executive Member for Community & Culture is not a member of the External Services/Providers Monitoring Group, and given that this Group monitors the performance of Live Borders, it is proposed that the membership of the Group is increased by two, specifically the Executive Member for Community & Culture and another member to achieve balance.

**2 RECOMMENDATION**

- 2.1 **I recommend that the Council agrees:**
  - (a) to amend the Scheme of Administration with regard to the constitution of the External Services/Providers Monitoring Group, to “Nine Elected Members of Scottish Borders Council, including the Executive Member for Service Delivery & Transformation and the Executive Member for Community & Culture.” ; and,**
  - (b) to appoint one other member to the Group.**

### **3 BACKGROUND**

- 3.1 The Scheme of Administration regulates, among other things, the constitution and membership of the Committees of Council. Any amendments to the Scheme can only be approved by full Council.

### **4 EXTERNAL SERVICES/PROVIDERS MONITORING GROUP**

- 4.1 The External Services/Providers Monitoring Group currently comprises seven Elected Members, including the Executive Member for Service Delivery & Transformation who is also the chair of the Group. The functions referred to the Group include the consideration/monitoring of SB Contracts, CGI, Live Borders and the Inspire Academy.
- 4.2 At the moment, the Executive Member for Community & Culture is not a member of the Group, and given that this Group monitors the performance of Live Borders, it is proposed that the membership of the Group is increased by two, specifically the Executive Member for Community & Culture and one further member to provide balance.

### **5 IMPLICATIONS**

#### **5.1 Financial**

There are no costs attached to any of the recommendations contained in this report.

#### **5.2 Risk and Mitigations**

There is a risk that, given the different functions delegated to the External Services/Providers Monitoring Group, having only seven members on this Group puts particular pressure on the membership, therefore adding in two further members, one specifically dealing with Culture, should help mitigate this.

#### **5.3 Integrated Impact Assessment**

No IIA has been completed for this report as it is not anticipated that there will be any discrimination against people who share a characteristic (age, disability, gender re-assignment, trans/transgender identity, marriage or civil partnership, pregnancy and maternity, race groups, religion or belief, sex-gender identity, and sexual orientation) and those who do not. The increase in membership of the Group will have no impact on reducing socio-economic inequalities under the Fairer Scotland Duty.

#### **5.4 Sustainable Development Goals**

Increasing the membership of the Group has no impact to the UN Sustainable Development Goals.

#### **5.5 Climate Change**

The increase in membership of the Group has no impact on Climate Change. Meetings of the Group are held mainly online via Microsoft Teams.

#### **5.6 Rural Proofing**

The increase in membership of the Group will have no greater impact on those living and working in rural areas.

#### 5.7 **Data Protection Impact Statement**

There are no personal data implications arising from the proposals contained in this report.

#### 5.8 **Changes to Scheme of Administration or Scheme of Delegation**

The changes required to the Scheme of Administration are contained in the recommendations in this report.

### **6 CONSULTATION**

- 6.1 The Acting Chief Finance Officer, the Chief Officer Audit and Risk, the Director (People Performance & Change), and Corporate Communications have been consulted and any comments received have been incorporated into the final report.

#### **Approved by**

**Nuala McKinlay**

**Acting Chief Corporate Governance Officer**

#### **Author(s)**

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**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. Jenny Wilkinson can also give information on other language translations as well as providing additional copies.

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