

SCOTTISH BORDERS NEW WAYS COMMUNITY PLANNING PARTNERSHIP

COMPETITIVE BORDERS

Operating Protocol **November 2008**

Scope

1. Competitive Borders is one of three key 'Themes' within the new Community Planning arrangements for the Scottish Borders (the others are Healthy Borders, and Strong & Safe Borders, and a cross-cutting Fairer Borders group).
2. The Theme's overall purpose is to ensure that key agencies, partnerships and representative bodies who have an interest in and an influence on growing and strengthening the Borders' economy are involved appropriately and can influence the work being done by the public sector to address the opportunities and challenges facing the Scottish Borders. It should also seek to explore where the private sector can take a lead. It should ensure that the key economic outcomes within the SOA are achieved, namely:
 - 1) We live in a Scotland that is the most attractive place for doing business in Europe
 - 2) We realise our full economic potential with more and better employment opportunities for our people
 - 3) We are better educated, more skilled and more successful, renowned for our research and innovation
3. Competitive Borders should also seek to address the business aspect of Outcome 14 (ensuring that waste, energy consumption and climate change adaptation and mitigation are addressed), and Outcome 7 (ensuring that inequalities in the workplace are addressed and that economic circumstances of those living in poverty are improved).
4. The Core Group within the Theme will provide a strategic focus for discussion, policy formulation, collaboration and co-ordinated activity relating to the Scottish Borders economy.
5. The Extended Group of the Theme will engage a wide cross-section of stakeholders in the economy to ensure that the Core Group is aware of key trends and issues and how they impact on the local economy. This Group will focus on specific topics and will seek to make best use of the broad knowledge and skills of those attending. The role of the Extended Group may expand or change as engagement improves.
6. The Theme will make links to Healthy Borders, Strong and Safe Borders, and Fairer Borders as appropriate.

Functions

7. The main functions of the Theme will be to:
 1. Ensure that existing and future economic development related strategies form a coherent (and simpler) policy context to provide clearer direction and more joined up use of resources;
 2. Provide direction and strategic context for partner organisations and key partnership groups (detailed in appendix)
 3. Provide the Borders Strategic Board with the assurance that the economic outcomes in the Single Outcome Agreement are achieved and that they are underpinned by appropriate and useful Performance Indicators;
 4. Ensure that the economic outcomes in the Single Outcome Agreement are being implemented in an efficient and effective way;
 5. Ensure that the work plans of the various partner agencies of the theme are aligned to the achievement of the key economic outcomes in the SOA;
 6. Review the performance indicators within the SOA at each meeting to regularly monitor performance, and take remedial action when necessary;
 7. Design, plan and deliver a series of effective engagement sessions for key representative bodies and businesses in order that they are meaningfully involved in the work of the theme (sessions may vary from extended meetings, to business breakfasts to evening seminars)

Membership

8. The membership of the Core Group is open to those public sector partners who receive significant public money to work towards the achievement of the economic outcomes in the SOA, as well as representatives of *key* partnerships within Scottish Borders who also make significant inputs (see attached).
9. David Hume, Chief Executive of SBC, has agreed to act as Chairperson. The chairperson will attend the Borders Strategic Board and provide links and updates to other themes as appropriate.
10. The chairperson may call upon the advice of non-members as required. The Theme members, through the chairperson, may also invite non members to meetings and broader based sub-groups as required depending on the nature of the business to be discussed.
11. **Members representing other interested parties will keep those parties informed about the work of the Theme.** Members may nominate a substitute to attend meetings where necessary.
12. The Theme will meet as required (but at least 6 times per year) at a convenient location in the Scottish Borders area. It will agree an appropriate schedule of meeting dates and venues annually.

Agenda

13. The Chair will agree an agenda for the Theme meetings with input from SBC and other partners. Members of the Theme will be actively encouraged to suggest agenda items. The agenda and the papers for the meeting will be issued 10 working days before the meeting.
14. All agendas, minutes and other papers presented to the Core Group and Extended Group will be available publicly and published on the New Ways website under the heading of Competitive Borders.

Secretariat

15. The Secretariat for the Theme will be provided by the New Ways Co-ordinator.

The Secretariat will issue a minute of each Theme meeting to members within 10 working days of each meeting.

Decision Making

16. Decisions will be taken on a consensus basis. In the rare circumstances when a vote may be required, each partner organisation will have one vote only. The Chair will not hold any special voting rights.
17. In view of the nature of the Theme, the Chair's role shall be one of facilitating and running the Group meetings. The Chair will bring their expertise, knowledge and experience to the Group but will not unduly influence the work programme or decisions of the Group.

Commercial Interests

18. Before discussing items, Competitive Borders members will declare any commercial interest they may have in that item.

S Glendinning
November 2008