



NOTICE OF THE MEETING OF THE CABINET

TUESDAY 11 JUNE 2013, 10.00 am
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON

Agenda of Business

Apologies

Declarations of Interest

Members and officers should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.

1. Summary of Contracts Awarded by East Lothian Council, 2-29 May 2013 – Report by the Executive Director (Support Services) **(pages 1-4)**
2. Update on Community Benefits in Procurement (CBIP) – Report by the Executive Director (Support Services) **(pages 5-10)**
3. Information and Records Management Policy – Report by the Executive Director (Support Services) **(pages 11-26)**
4. Charging Policy for Data Protection, Freedom of Information, and Environmental Information – Report by the Executive Director (Support Services) **(pages 27-38)**
5. Freedom of Information (Scotland) Act 2002 and Data Protection Act 1998 – Compliance Statistics – Report by the Executive Director (Support Services) **(pages 39-44)**
6. Acquisition of Land for the Provision of New Burial and Allotment Ground – Report by the Executive Director (Services for Communities) **(pages 45-56)**
7. Proposed Modification to Planning Guidance for the Location and Design of Wind Turbines in Lowland Areas of East Lothian – Consultation Response on Environmental Report - Report by the Executive Director (Services for Communities) **(pages 57-68)**
8. Scotland's Third National Planning Framework (NPF3) – Main issues Report – Report by the Executive Director (Services for Communities) **(pages 69-74)**
9. Policy on Roundabout Sponsorship – Report by the Executive Director (Services for Communities) **(pages 75-82)**

10. Roads (Scotland) Act 1984 – Stopping Up of C130 Drive Arch, Whittinghame – Report by the Executive Director (Services for Communities) **(pages 83-86)**
11. Public Minute of the Meeting of the Licensing Sub-Committee held on 9 May 2013 (for approval) **(pages 87-90)**

PRIVATE

12. Private Sub-Committee Minutes (for approval)
 - (a) Private Minute of the Meeting of the Licensing Sub-Committee held on 9 May 2013 **(pages 91-96)**
 - (b) Private Minute of the Meeting of the Tenancy Sub-Committee held on 16 May 2013 **(pages 97-100)**
13. Bad Debt Write-Off – Report by the Executive Director (Support Services) **(pages 101-104)**

NOTE: Access to Information

It is anticipated that the Committee will resolve to exclude the public from Items 12 and 13 in terms of Paragraphs 1 and 6 (information relating to particular employees of the Authority; information concerning the financial or business affairs of any particular person other than the Authority) of Schedule 7A of the Local Government (Scotland) Act 1973. The papers for these items are withheld accordingly.

**Angela Leitch
Chief Executive
John Muir House
Haddington**

3 June 2013