



MINUTES OF THE MEETING OF THE CABINET

TUESDAY 10 DECEMBER 2013
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON

1

Committee Members Present:

Councillor S Akhtar
Councillor T Day
Councillor D Grant
Councillor N Hampshire
Councillor W Innes (Convener)
Councillor J McMillan
Councillor M Veitch

Other Councillors Present:

Councillor D Berry
Councillor S Brown
Councillor J Caldwell
Councillor S Currie
Councillor J Gillies
Councillor P MacKenzie
Councillor F McAllister
Councillor P McLennan
Councillor K McLeod
Councillor J McNeil
Councillor J Williamson

Council Officials Present:

Mrs A Leitch, Chief Executive
Ms M Patterson, Depute Chief Executive – Partnerships and Community Services
Mr A McCrorie, Depute Chief Executive – Resources and People Services
Mr J Lamond, Head of Council Resources
Mr T Shearer, Head of Communities and Partnerships
Mrs M Ferguson, Service Manager – Legal Services
Mr D Russell, Communications Manager
Mr I Glen, Policy and Project Manager
Mr P Zochowski, Principal Planner

Clerk:

Ms A Smith

Apologies:

None

Declarations of Interest:

None

Prior to commencement of business the Convener paid tribute to Nelson Mandela, a remarkable man and an inspirational figure. He invited people to sign the book of condolence, located at the John Gray Centre.

He also expressed sympathy over the recent tragedy involving 3 young people, pupils of Dunbar Grammar School.

1. MINUTES OF THE MEETING OF THE CABINET OF 12 NOVEMBER 2013

The minutes of the meeting of the Cabinet of 12 November 2013 were approved.

2. HOUSING LAND SUPPLY: INTERIM PLANNING GUIDANCE

A report was submitted by the Depute Chief Executive (Partnerships and Community Services) regarding East Lothian's shortfall in its effective housing land supply and requesting that early action should be taken to address this by approving interim guidance that would allow the Council to consider approving, in appropriate circumstances, housing development on land not allocated for that purpose.

The Policy and Projects Manager, Ian Glen, presented the report, outlining the background and highlighting key issues and proposed actions. He drew attention to the terms of SESplan Policy 7 (section 3.10). He advised that the effective housing land supply would be monitored against the housing requirement specified in the draft SESplan Supplementary Guidance (section 3.18). The criteria against which planning applications for housing on land not so allocated would be assessed were outlined in the appendix. He stated that, irrespective of this guidance, the Council would undoubtedly receive further planning applications for housing on unallocated land in light of previous appeal decisions. This interim guidance would allow a considered view of the merits of any such application to be taken. He stressed that approval would not be recommended on sites that were considered not appropriate for a housing use, where the scale of development was inappropriate for the location and where there was no prospect of early house completions.

In response to questions from Members, Mr Glen clarified issues in relation to duration of planning permission, land banking, discussions with the construction industry and land in public ownership. He gave details on the viability of larger sites and related infrastructure issues. He also clarified the position regarding sites outwith the Strategic Development Area.

Councillor Hampshire welcomed the report. He emphasised that the shortfall in housing land supply was due to the private sector being unable to deliver infrastructure to sites previously allocated for housing. He stressed that now, before the next Development Plan, the Council had to find 1,600 housing sites across East Lothian or these would be allocated by Scottish Ministers. This would be a difficult process but was essential in order that the Council could allocate the best possible sites for development.

Councillor Currie also welcomed the report and asked that his appreciation of the work involved be recorded. He made comment on several issues, including affordable housing, infrastructure and developer contributions.

Councillor Veitch drew attention to section 3.3 of the report, which made reference to the recent, successful appeal regarding Beveridge Row, Belhaven. The decision to uphold the appeal had been extremely unpopular locally, as this was a site which many people, himself included, thought wholly inappropriate for a housing development. The development had been vigorously opposed by the Council and local people; in allowing this development local opinion had been disregarded entirely. He hoped this interim guidance would enable the

Council to increase local control over housing decisions and thereby help lessen the likelihood of further centrally imposed planning decisions such as Beveridge Row.

Councillor Akhtar welcomed the report; the interim guidance would help solve problems unique to East Lothian and was a progressive approach.

Councillor Berry voiced concern, stressing that consideration of how new developments integrated into the existing infrastructure was needed. A more strategic plan was required; the infrastructure had to be made more viable.

Responding to comments from Councillor McLennan regarding settlement strategies, Councillor Innes stressed that this was interim guidance, prepared to assist the Council in addressing the situation with planning applications at appeal.

Decision

The Cabinet agreed:

- i. to note that the approval of SESplan's Strategic Development Plan had removed the previous context whereby the principle of the use of unallocated greenfield land for housing could be resisted;
- ii. to note that SESplan policy provided for the principle of granting planning permission in appropriate circumstances for greenfield housing development, either within or outwith a Strategic Development Area, to maintain a five years' effective housing land supply; and
- iii. that the guidance detailed in Appendix One was approved as a material consideration in the assessment of planning applications for housing on land not allocated for this purpose in the development plan.

3. MUSSELBURGH TOWN CENTRE STRATEGY

A report was submitted by the Depute Chief Executive (Partnerships and Community Services) informing Cabinet of the results of the public consultation on the draft Musselburgh Town Centre Strategy.

Paul Zochowski, Principal Planner, presented the report. He gave details of the consultation period, consultation events and number of responses. He outlined the results of the consultation, detailing the 3 preferred priorities for improving the town centre and the 3 areas for action that respondents felt would be of most benefit to the town centre economy. He drew attention to the Strategy, distributed with this report and gave details on a number of the proposed improvements. He referred to the issue of air quality, informing Members that the Strategy had taken account of this aspect. Following on from the Strategy, he explained what was proposed to be implemented in the way of High Street improvements outlining the details of a landscape and parking scheme that would represent a significant investment into Musselburgh town centre.

Mr Zochowski responded to questions from Members clarifying issues relating to implementation/timescales, phasing, the civic space, parking, traffic management and air quality. In response to questions regarding the financial implications, Mr Zochowski advised that the cost of these improvements would be £635,000; the cost of full implementation as per the vision for the High Street contained in the Strategy would be £900,000; and in relation to the finance available he advised that the Capital Plan contained an element of finance for this work.

Councillor Caldwell voiced concern and urged caution. He referred to section 3.11 of the report, which detailed the most frequent comments from questionnaire respondents and made observations in relation to all of these. He stressed that a vibrant High Street needed a mix of all these different elements.

Councillor Williamson paid tribute to the contribution to the consultation from external organisations. He hoped that this Strategy was approved and that the finance was used for this purpose; he would however prefer implementation to be done in one stage even if it cost more.

Councillor Hampshire stated that the planned improvements was a good scheme for Musselburgh and would make a positive impact on the town centre. With regards to phasing, this was needed to ensure the minimum amount of disruption for the people of Musselburgh.

Councillor Currie remarked that implementation in one phase was the right way forward. He emphasised that it was clear from the responses that local people wanted a civic space. In relation to air quality he stressed that this was crucial and needed addressed without delay.

Councillor Veitch stated that this was a good news report, which accorded with the Administration's aim to regenerate town centres in East Lothian – this Strategy should be welcomed by everyone in this Chamber.

In relation to taking this Strategy forward Councillor McMillan referred to the need to ensure partnerships with local partners and other organisations. It was important to proceed in a planned way for the benefit of locals and visitors, and to add value to the town centre.

Councillor Berry stated that the proximity to Edinburgh was an issue. Better marketing of Musselburgh was needed. The town was effectively 2 centres, divided by the river Esk – this river should be made more of, it was an attraction in its own right.

Councillor McAllister praised the consultation carried out but stressed the need to take cognisance of the original conclusion, local people wanted the work carried out in one phase; he drew attention to section 3.9 of the report.

Councillor McNeil commented that this had been planned in conjunction with the local community; this Strategy needed to go forward to give Musselburgh a better, thriving, town centre.

Councillor Innes stated that Musselburgh town centre was an important part of the East Lothian economy. He was disappointed that some Members were not supportive of the recommendations. The Strategy would address a number of issues, including air quality.

Decision

The Cabinet agreed to note the results of the consultation on the Musselburgh Town Centre Strategy, approved the Town Centre Strategy as amended and agreed to go ahead with the proposed environmental improvements to the High Street as outlined at the meeting.

4. PLANNING GUIDANCE FOR WIND FARMS OF, OR OVER, 12MW

A report was submitted by the Depute Chief Executive (Partnerships and Community Services) advising Cabinet of the consultation response to the draft *Guidance for Wind Farms of, or over, 12MW* approved for consultation in March 2013, and recommending approval of the Guidance, with amendments.

Mr Glen presented the report. He outlined responses to the consultation, drawing particular attention to the response by Scottish Government Planners in relation to the modifications proposed. He advised that Scottish Natural Heritage (SNH) was broadly supportive of the Guidance but had not agreed with all the conclusions. Officers had considered the consultation response and did not feel it was unduly restrictive; it was a reasonable balance between the needs of the renewable industry and the protection of the qualities of East Lothian's landscape. However, in view of SNH's comments, and also to reflect comments by the Scottish Government, the contents of the Guidance had been re-arranged. SNH's comments to this revised draft had been taken on board and they had no issue with the Guidance now presented. He informed Members that having support from SNH for the terms of this Guidance would help its robustness, particularly in an appeal situation.

In response to a question from Councillor Grant, Mr Glen gave further details in relation to the Scottish Government's comments.

Councillor Hampshire indicated support but felt the Guidance was tighter than perhaps required. In relation to renewables, he stressed that considerably more wind turbines would be required to meet targets. He referred to the Crystal Rig site stating that more turbines could be located at this point as it had the crucial connection to the national grid.

Councillor Currie welcomed the report; the Guidance would establish the best position for East Lothian and was the right course of action.

Councillor Veitch indicated that the draft Guidance approved in March had been the correct approach and he regretted that this paper slightly diluted that. As indicated, this had been triggered by SNH; he quoted from section 3.10 of the report. He was disappointed that SNH's recommendations had been accommodated but appreciated the importance of making the Guidance as robust as possible. He hoped that the Scottish Government would respect this Guidance, would recognise that following representation from SNH the Council had made adjustments, and would seek to abide by it when considering future applications.

Councillor Berry expressed support. He gave credit to the Planners stating that wind turbines were largely located in areas that did not cause undue concern; there tended to be more objections to the smaller wind turbines on the flat lands than the larger wind farms.

Decision

The Cabinet agreed to approve the *Guidance for Wind Farms of, or over, 12MW*, as a material consideration in the determination of planning applications, or in Section 36 consultation responses, for wind farms of 12MW or more.

5. PUBLIC MINUTE OF THE MEETING OF THE LICENSING SUB-COMMITTEE HELD ON 14 NOVEMBER 2013

The public minute of the meeting of the Licensing Sub-Committee held on 14 November 2013 was approved.

SUMMARY OF PROCEEDINGS – EXEMPT INFORMATION

The Cabinet unanimously agreed to exclude the public from the following business containing exempt information by virtue of Paragraphs 3 and 6 (information relating to any particular applicant for, recipient or former recipient of a service provided by the Authority; information concerning the financial or business affairs of any particular person other than the Authority) of Schedule 7A to the Local Government (Scotland) Act 1973.

Sub-Committee Minutes

The private minute of the meeting of the Licensing Sub-Committee held on 14 November 2013 was approved.

The private minutes of the meetings of the Homelessness Appeals Sub-Committee held on 17 October 2013 and 21 November 2013 were approved.

DRAFT

REPORT TO: Cabinet

MEETING DATE: 14 January 2014

BY: Depute Chief Executive (Resources and People Services)

SUBJECT: Summary of Contracts Awarded by East Lothian Council,
1 November 2013 – 6 January 2014

2

1 PURPOSE

- 1.1 To advise Members of all contracts awarded by the Council from 1 November 2013 – 6 January 2014 with a value of over £150,000.

2 RECOMMENDATIONS

- 2.1 To note the award of contracts with a value of over £150,000 from 1 November 2013 – 6 January 2014, as listed in Appendix 1 to this report.

3 BACKGROUND

- 3.1 Details of all contracts awarded by the Council are lodged in the Members' Library Service. Appendix 1 to this report contains details of all contracts with a value of £150,000 and above which have been awarded since the last meeting of the Cabinet.

- 3.2 Members are asked to note that reports relating to contracts can be accessed via the following link to the Members' Library Service on the Council's eGov system:

http://www.eastlothian.gov.uk/site/scripts/meetings_committees.php?headerID=102

4 POLICY IMPLICATIONS

- 4.1 None

5 EQUALITIES IMPACT ASSESSMENT

- 5.1 This report is not applicable to the wellbeing of equalities groups and an Equalities Impact Assessment is not required.

6 RESOURCE IMPLICATIONS

- 6.1 Financial - None.
6.2 Personnel - None
6.3 Other - None

7 BACKGROUND PAPERS

- 7.1 None

AUTHOR'S NAME	Lel Gillingwater
DESIGNATION	Democratic Services Manager
CONTACT INFO	lgillingwater@eastlothian.gov.uk x7225
DATE	6 January 2014



**SUMMARY OF CONTRACTS AWARDED WITH A VALUE OF £150,000 AND ABOVE
FOR THE PERIOD 1 NOVEMBER 2013 – 6 JANUARY 2014**

Originator	Report Title/Project Summary	Contract Awarded To	Contract Value	Members' Library Bulletin & Reference
Depute Chief Executive – Partnerships and Community Services	Proposed Housing Development at Victoria Park, Haddington	Messrs CCG (Scotland) Ltd, Glasgow	£2,009,114.99	226/13, Nov 13 Bulletin
Depute Chief Executive – Partnerships and Community Services	Permanent Carriageway and Footway Patching 2013/14, 'Hotbox Repairs'	M & M Road Surfacing Ltd, Edinburgh	£232,121.84	241/13, Dec 13 Bulletin
Depute Chief Executive – Partnerships and Community Services	Proposed New Housing at Monktonhall Terrace, Musselburgh	Messrs Border Construction Ltd, Carlisle	£1,505,207.66	245/13, Dec 13 Bulletin
Depute Chief Executive – Partnerships and Community Services	Proposed Electrical Upgrade to Eskgreen Care Home, Musselburgh (re-tender)	Messrs CableCom Electrical Ltd, Musselburgh	£155,020.47	248/13, Dec 13 Bulletin



Depute Chief Executive – Partnerships and Community Services	Proposed Alterations and Extension at Peppercraig Groundcare Depot, Haddington	Messrs T & A Kernoghan Ltd, County Antrim	£642,354.49	253/13, Dec 13 Bulletin
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6 January 2014

REPORT TO: Cabinet

MEETING DATE: 14 January 2014

BY: Depute Chief Executive (Partnerships and Community Services)

SUBJECT: Charging for Homeless Services

3

1 PURPOSE

- 1.1 To seek Cabinet approval to implement revised charges for the provision of homeless services.

2 RECOMMENDATIONS

- 2.1 That Cabinet approves the recommended charges for the provision of Bed and Breakfast accommodation and furniture storage detailed in sections 3.7, 3.11 and 3.15 of this report.

3 BACKGROUND

- 3.1 The Code of Guidance on Homelessness allows the Council to make a reasonable charge for services such as the provision of bed and breakfast accommodation and for the costs of storage where the Council has to provide such facilities to safeguard the furniture of homeless families.
- 3.2 In May 2009 the Council agreed to introduce a number of charges for these services. In relation to bed and breakfast accommodation the Council agreed that applicants in receipt of any form of means assessed benefit should be exempt from any charge. It was also agreed that the charge for those not in receipt of benefits should be based on 50% of rental for a local authority house of a suitable size for the clients.
- 3.3 For single people, who represent over 90% of those accessing bed and breakfast accommodation, this led to a charge of approx £21 per week.

- 3.4 Since 2009 a number of factors have altered in the provision of such accommodation:
- The Council has increased its temporary housing supply, particularly of smaller houses
 - The Council has re-procured the bed and breakfast service and within that process has increased the options to homeless people accessing such accommodation.
 - The legislative changes in 2012 have led to a significant alteration in the council's legal obligations in the providing temporary accommodation. Previously cases seen as not being in priority need were provided with accommodation, along with advice and assistance for a period of time, to allow them to secure accommodation. The removal of the concept of priority need means that the duty is now to provide accommodation until settled accommodation is secured.
 - The introduction of the Housing Options approach has seen the Council assisting people to access accommodation in other tenures, often the private rented sector, as a means of preventing homelessness.
- 3.5 Given the factors outlined above, and the passage of time since the initial charges were set it is appropriate that the charges for bed and breakfast are reviewed and updated.
- 3.6 It is recommended, given the wider use of the private sector in preventing homelessness, that this sector is used for benchmarking alternative housing costs. Therefore it is recommended that, with effect from the 1st April 2014 the charge for bed and breakfast is based on the "shared room" rate established for Local Housing Allowance purposes.
- 3.7 The Department of Work and Pensions sets the "shared room rate" within the Local Housing Allowance system. For 2013/14 it is £288.99 per month, which would lead to a bed and breakfast charge of £66 per week for those not on benefits.
- 3.8 It is estimated that around 21% of applicants accessing bed and breakfast would be liable for this charge, which will be approximately 70 applicants per year. As with the current arrangements the Council would be invoiced net of any charge by the provider, therefore any additional charge will result in a reduction in expenditure rather than direct income to the Council.
- 3.9 The impact of the proposed charges would be savings of approximately £29,000 per year. Whilst the saving is welcome the main driver for the change is to more realistically reflect the housing costs faced by a person in similar accommodation.

- 3.10 Tenants in receipt of housing benefit assistance only receive such assistance in relation to rent cost and have to meet other costs as heating and lighting. Therefore to reflect more realistic housing costs in bed and breakfast accommodation, it is recommended that a charge is made to all applicants to cover such costs
- 3.11 It is recommended that a charge of £15 is made to all applicants to reflect fuel costs, which they would have to meet if they were in their own or shared accommodation in other sectors.
- 3.12 The table below shows the impact of these changes for applicants depending on their circumstances

Weekly Charges	Current B and B Charge	Current Heating Charge	Proposed B and B Charge	Proposed Heating Charge	Change in costs to an applicant
Applicant on some form of benefit	£0	£0	£0	£15	£15
Applicant not on benefit	£21	£0	£66	£15	£60

- 3.13 With regard to removal and storage the Council agreed in 2009 that applicants who did not qualify for assistance with housing costs through the Benefit System would be charged 50% of the storage costs for their belongings. These costs range from approximately £27 per week for the contents of a 2 bed-roomed house to £46 per week for a 4 bed roomed property. For those in receipt of income support or some other form of means assessed benefit, the charge was set at £5 per week.
- 3.14 In addition to the storage costs, the Council incurs costs for the initial uplift of goods into storage and return to the accommodation eventually secured by the applicant.
- 3.15 It is recommended that applicants are charged for the total cost of the storage process with payments on the same basis as outlined in 3.13 i.e. capped at 50% of total cost. These charges will take effect from the 1st April 2014.
- 3.16 In all cases the charge will be collected at the conclusion of the storage period and where appropriate arrangements will be made for the charge to be recovered in instalments.

4 POLICY IMPLICATIONS

- 4.1 The proposal represent a change of emphasis within the Council's Homelessness policy but does not significantly alter the policy in relation to homelessness assessments or any other aspects of policy such as the Housing Options Approach.

5 EQUALITIES IMPACT ASSESSMENT

- 5.1 This report is not applicable to the wellbeing of equalities group and an Equalities Impact Assessment is not required.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – The cost of providing bed and breakfast accommodation and storing furniture during 2012/13 was over £438,000. It is estimated that these changes have the potential to reduce costs by approximately £50,000 annually. In addition, it will also bring the costs that homeless clients pay for accommodation into line with those they will face in other forms of accommodation.

6.2 Personnel - None.

6.3 Other - None.

7 BACKGROUND PAPERS

- 7.1 Members Library Report – Charging for Homeless Services 31st May 2009

AUTHOR'S NAME	Tom Shearer
DESIGNATION	Head of Communities and Partnerships
CONTACT INFO	Ian Patterson – 7244 ipatterson@eastlothian.gov.uk
DATE	11 th December 2013

REPORT TO: Cabinet

MEETING DATE: 14 January 2014

BY: Depute Chief Executive (Partnerships and Community Services)

SUBJECT: Concessionary Rail Travel

4

1 PURPOSE

- 1.1 To seek Cabinet approval to change the current Concessionary Rail Travel Scheme to operate only during off-peak times for National Entitlement Card holders.

2 RECOMMENDATION

- 2.1 That the current Concessionary Rail Travel Scheme be changed to operate only during off-peak times for National Entitlement Card holders. Off peak travel is between 09.15 - 16.43 and 18.10 - 24.00. (Mon – Fri). Off peak also includes weekends and Public holidays.
- 2.2 That the resultant savings (approx £76.5k) be used to offset the annual overspend of £169k on supported bus routes.

3 BACKGROUND

- 3.1 Since 1996, East Lothian Council has adopted the policy of the former Lothian Regional Council in allowing eligible passengers (currently those with a National Entitlement Card, NEC), i.e. those over 60 or visually impaired, to travel at a discounted rate of 50% on rail journeys within the boundary of the previous Lothian Region which start or terminate at a station within East Lothian. This is a local scheme primarily for eligible East Lothian residents.
- 3.2 The National Scheme which allows visually impaired NEC card holds to travel free of charge in Scotland is also further enhanced in East Lothian by allowing the companion of a visually impaired passenger to travel on rail services for 5p per journey. Companions to the visually impaired are not covered by the National Scheme.

4 POLICY IMPLICATIONS

- 4.1 Following a change to the current policy a new agreement would be required with First Scotrail. The existing agreement requires a 60 day period for change to the scheme and First Scotrail have confirmed that the earliest implementation date would be 1st May 2014 to suit their quarterly review/change in fare structure.

5 EQUALITIES IMPACT ASSESSMENT

- 5.1 A combined impact assessment has been carried out and some negative consequences are acknowledged. These particularly affect National Entitlement Card holders who are in employment and may require the card to travel during peak time.

6 RESOURCE IMPLICATIONS

- 6.1 Financial - Financial application of the 50% discounted rate to eligible passengers to date has resulted in a cost of £126,948 over 80,700 journeys. Application of the 5p discounted rate to the companion of visually impaired passengers has a cost of £500 over 133 journeys.

In 12/13 the Local Scheme cost was £176.731.00.

- 6.2 Personnel - None

- 6.3 Other - None

7 BACKGROUND PAPERS

- 7.1 None

AUTHOR'S NAME	Ian Dalgleish	Ray Montgomery
DESIGNATION	Transport Services Manager	Head of Infrastructure
CONTACT INFO	rmontgomery@eastlothian.gov.uk	
DATE	17th December 2013	

REPORT TO: Cabinet

MEETING DATE: 14 January 2014

BY: Depute Chief Executive (Partnerships and Community Services)

SUBJECT: Youth Employment Scotland (YES) Fund

5

1 PURPOSE

- 1.1 To update Cabinet on new employment opportunities provided across East Lothian as a consequence of the Scottish Government Youth Employment Scotland (YES) fund.

2 RECOMMENDATIONS

- 2.1 Cabinet note the progress as outlined in implementing the Scottish Government YES fund across East Lothian.
- 2.2 Cabinet acknowledges and supports the commitment and effort from all Council Departments in developing employment and training opportunities across the Council and Community Planning Partners.
- 2.3 Cabinet endorses the Council Management Teams (CMT) decision to make full advantage of the opportunities presented by the YES fund with targets to be achieved as follows:
- Create 30 new grant funded 6 month paid work training experience opportunities throughout the Council for vulnerable young people.
 - Create an additional 12 grant funded Modern Apprenticeship/graduate placement opportunities throughout the Council.

3 BACKGROUND

- 3.1 East Lothian Works, East Lothian's new employability hub, officially opened in April 2013 and brought together all employability-related services under the East Lothian *One Council Approach*. East Lothian Works is the central point of contact for employment advice, training and

skills development and brings together a range of council services working in partnership with a number of external partners including Queen Margaret University, The Edinburgh College, Skills Development Scotland, Job Centre Plus and Social Enterprise in East Lothian.

3.2 Co-location of services in the same building is providing enhanced opportunity for sharing information and intelligence and encouraging joint project work. All partners have commented favourably on the new arrangements and with collective emphasis on improving performance there are growing numbers of people accessing and benefiting from employability related services. Positive word of mouth recommendations and referrals to East Lothian Works services ensures that East Lothian's unemployment continues to remain below National levels and that school leaver destinations statistics continue to improve.

3.3 Some notable statistics include:

- Since the 2008 recession, young people have increasingly found it harder to move into sustained employment (Scotland's youth employment strategy 2012)
- Over 230 individuals per month make use of East Lothian Works services with 15% successful in gaining employment within their first few months (East Lothian Council, Nov 2013)
- 127 new business start ups have also been established and benefited from the free advice available (East Lothian Business Gateway, April – Nov 2013)
- There is a fourfold increase in the number of people benefitting from free training and employment related advice and guidance (East Lothian Works, April – Nov 2013)
- 89.9% success rate for positive school leaver destinations and a 1.9% increase on last year (Skills Development Scotland, Dec 2013)
- Numbers of people currently claiming job seekers allowance are at their lowest levels since February 2009 (Office for National Statistics, Dec 2013)

3.4 East Lothian Council was awarded a combined Scottish Government and European Social fund grant of £238,191 in July 2013 to manage the delivery of the YES Fund. The YES fund is a wage subsidy scheme to support the creation of sustainable job opportunities (including Modern Apprenticeships) within the private sector for unemployed 16-24 year olds. A wage subsidy of 50% is available via the Government grant for local businesses in East Lothian for a 6 month period and businesses have been further encouraged via a further 15% subsidy from East Lothian Council.

3.5 The YES fund award has the potential to realise 74 new jobs for young people across the private sector. Uptake to date is in line with the national average and to date there have been 20 new jobs created across a range of East Lothian employers including marketing, retail, hospitality, vehicle maintenance, engineering and hair and beauty

sectors. East Lothian Works continues to promote the fund and engage with private sector business to ensure the scheme is fully accessible, supporting employers and employees to ensure successful and sustainable outcomes.

3.6 In November 2013 Scottish Government agreed to broaden the scope of eligible activity to make best possible use of the YES fund and increased the original grant award to £377,000 extending the fund eligibility to accommodate:

- Modern Apprenticeships and Graduate Programmes in the Public Sector.
- Local Authority Paid Work Experience (Jobs Training Programme).
- Broadening the scope to include private sector companies employing 250 plus employees but excluding multi nationals.

3.7 The Council Management Team (CMT) identified as a matter of urgency potential work experience placements, graduate placements and modern apprenticeship opportunities that could be made available across Council Departments. Heads of Service and Managers were designated to liaise with East Lothian Works staff in order to make full advantage of the opportunities presented by the YES fund with targets to be achieved as follows:

- Create an additional 12 grant funded Modern Apprenticeship/graduate placement opportunities throughout the Council.
- Create 30 new grant funded 6 month paid work training experience opportunities throughout the Council for vulnerable young people.

3.8 The YES fund grant will be utilised to support the creation of paid work training experience opportunities for vulnerable young people aged 16 – 24 who are furthest from the labour market and facing significant barriers to work; typically unemployed vulnerable young people in the following categories:

- Individuals who have completed a custodial sentence / Ex-offender,
- Veterans,
- Individuals who have been in residential care /Carers,
- Individuals with language, literacy or numeracy problems,
- Individuals with mild to moderate mental health issues and
- Individuals who has been unemployed for over 2 years.
- Individuals with additional needs/disabilities

3.9 East Lothian Works staff will continue to work closely with Service Departments to ensure that appropriate educational support packages are designed and accommodated to meet those young people's individual needs and aspirations and to ensure that the scheme is

supported to deliver maximum successful learning opportunity outcomes across the partnership.

4 POLICY IMPLICATIONS

- 4.1 Recommendations will contribute towards the East Lothian Plan (SOA),
http://www.eastlothian.gov.uk/downloads/file/7403/the_east_lothian_plan_single_outcome_agreement_2013-23

East Lothian Economic Development Strategy,

http://www.eastlothian.gov.uk/downloads/file/5873/east_lothian_economic_development_strategy

Economic Development Strategy Action plan – Develop more sustainable employment pathways in East Lothian

http://www.eastlothian.gov.uk/downloads/file/5872/east_lothian_action_plan

and Scotland's Youth Employment strategy.

<http://www.scotland.gov.uk/Resource/0039/00396371.pdf>

5 EQUALITIES IMPACT ASSESSMENT

- 5.1 The subject of this report has been through the combined impact assessment process and no negative impacts have been identified.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – There are no financial implications for the Local Authority Paid Work Experience (Jobs Training Programme) given this is fully funded by the Scottish Government YES fund grant award. Educational support packages to meet young people's individual needs and aspirations can be readily accommodated within current staff work plans and budget allocations. Modern Apprenticeship and Graduate Programmes however are only part funded and will require host service departments to demonstrate how costs will be contained within existing budgets. A Members Library staffing report for any additional posts will be required.
- 6.2 Personnel - Recruitment to modern apprenticeships and graduate programmes will be in accordance with current East Lothian Council policies and procedures for recruitment. Vulnerable young people aged 16 – 24 who are furthest from the labour market labour and facing significant barriers to work can be referred by partner agencies to participate in a suitable match training for work experience opportunities.

6.3 Other - None

7 BACKGROUND PAPERS

7.1 Youth Employment Scotland

<http://www.employabilityinscotland.com/policy-and-partnership/youth-employment/youth-employment-scotland/>

AUTHOR'S NAME	Colin Forbes
DESIGNATION	Principal Officer (Employability)
CONTACT INFO	cforbes@eastlothian.gov.uk Tel: 01620 827851
DATE	17 December 2013

REPORT TO: Cabinet
MEETING DATE: 14 January 2014
BY: Head of Adult Wellbeing
SUBJECT: Service User Contributions for Adult Wellbeing Services

6

1 PURPOSE

- 1.1 To set out the arrangements for financial assessment of Adult Wellbeing service users for 2014/2015.
- 1.2 To set revised rates for client contributions within Adult Wellbeing for 2014/2015.

2 RECOMMENDATIONS

2.1 Members are asked to:-

- (i) Approve the recommended charges for 2014/2015, as summarised below in Table 1, and agree the introduction of charges as noted in Table 2;
- (ii) Approve Guidelines on Assistance with Transport for Users of Adult Wellbeing Services (Appendix 1);
- (iii) Note the progress of the information on Self Directed Support (Appendix 2); and
- (iv) Note that, if approved, all charges will be effective from 1 April 2014.

Table 1

Service	Change
Residential Care	Increase weekly rate for ELC managed homes from £525 to £535.
Emergency Respite Care	Waive charges for first night (reduced from first two nights).

Service	Change
Adult Carers	Retain nightly rate at £8.80.
Care at Home/ Home Care	Increase hourly rate from £11.50 to £12.00.
Meals/Lunch Clubs	Increase charges from £2.57 to £2.75.
Community Alarms	Increase charge from £1.65/week to £2.00.
Capital Threshold	Retain upper limit at £16,000 for self funding service users.
Charging Thresholds	Upated in line with revised DWP rates and national guidance.
Tapers	Taper retained at 40% (from 45%) for first £50. Increased to 55% for available income more than £50.

Table 2

Service	Proposed Change
Transport	Introduce a charge of 50p per journey (as per detail in Appendix 1).
Day Services	Introduce a charge for day service provision of £2.50 per session.
Telecare	Introduce a charge of £2.00 to people who receive a Telecare service.

3 BACKGROUND

- 3.1 Local authorities have the ability to generate income by charging for services subject to Financial Assessment and the Council has charged for the services highlighted in Table 1 for some time. The Council also has the potential to charge for the services detailed in Table 2.
- 3.2 The Financial Assessment process is designed to assess how much a service user should contribute towards the cost of their care. The process considers a service user's income and compares that against an income threshold has been calculated a given percentage of the available income, known as the taper, is taken into consideration to determine the upper limit on the level of contribution.

For any of the changes above there would be a financial assessment completed to ensure only those able to pay would be making a contribution to the cost of services.

3.3 Self Directed Support

On 10 January 2013 the Social Care (self directed Support) Scotland Act 2013 received Royal Assent. The Act places duties on local authorities to provide a spectrum of Self Directed Support options, to people with eligible support needs. Self Directed Support (SDS) is the term used to describe how people can exercise choice and control over the support or services that allows them to live independently.

3.4 An update on SDS is attached ([Appendix 2](#)).

3.5 Protection for Service Users

To avoid charging placing an unsustainable burden on service users and their families it is recommended that protection is built into the newly introduced charges so that existing service users would see any increase in their contribution limited to £25 per week per year.

This protection would run for 1 year. Service users will be informed of the revised level of contribution and the level of protection being provided to allow them to plan for the removal of protection after one year. There would be no protection provided to new service users, although all service users would be able to take advantage of the existing provisions within the charging policy to a waiving or writing off of charges in cases of hardship.

4 POLICY IMPLICATIONS

4.1 Service user contributions represent an important source of income to Adult Wellbeing and overall the measures in this report seek to rebalance the level of service users contributions whilst increasing the income to the service.

5 EQUALITIES IMPACT ASSESSMENT

5.1 An Equalities Impact Assessment has been completed in relation to the transport charging. It is recognised that there may also be negative impacts from the changes to service charges indicated in the report however the use of financial assessments should ensure that only those who can afford to pay will do so. Consideration of the impact on equality groups will be undertaken routinely as part of monitoring the implementation of the policy.

6 RESOURCE IMPLICATIONS

- 6.1 Financial - The recommendations in this report will increase income to the Council by an amount to be determined as financial assessments are completed.
- 6.2 Personnel - None.
- 6.3 Other - None.

7 BACKGROUND PAPERS

- 7.1 None.

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Assistance with Transport for Users of Adult Wellbeing Services

1. Introduction

- 1.1 The provision of transport for adults in East Lothian has developed through custom and practice. This has resulted there being confusion and a lack of clarity about eligibility criteria for people requiring transport. At present access to transport can be inequitable, expensive and sometimes inflexible, failing to meet the needs of service users. In addition demand for transport under the current system outruns supply, resulting in longer bus journeys to attend services and supplementary taxi provision.
- 1.2 The lack of clarity outlined above has resulted in a perceived automatic right to transport services to and from a service, without an examination of the impact of the provision of that service in individual cases.
- 1.3 Adult Wellbeing services are provided in line with eligibility criteria at “substantial/critical” level. Transport is not assessed in this way and this policy intends to separate provision of service from provision of transport, but be part of a holistic assessment.
- 1.4 Current response to transport needs often reinforces dependent on services rather than promoting independence and emphasising on individual’s abilities
- 1.5 Continuing to provide transport in the same way is expensive, inequitable and unsustainable, given the demographic pressures in the area and increased demand.
- 1.6. The purpose of the changes proposed in this paper is to address the current concerns and inequalities to ensure that East Lothian Council has a transport framework for user of Adult Wellbeing services which is open, accountable, fair and affordable.

2. Strategic Content

- 2.1 The development of the criteria for transport funded by Adult Wellbeing needs to be set in the broader strategic context. This is essentially about promoting the independence of people, maximising choices available to them and developing services that improve the quality of their lives.

2.2 Transport needs to reflect Council objectives:-

- Outcome 6 *“In East Lothian we live healthier, more active and independent lives.”*
- Outcome 10 *“East Lothian has stronger, more resilient, supportive, influential and inclusive communities.”*

3. Underlying Principles

3.1 The policy and procedure is based on a set of explicit principles:-

- The Council will assess the service user’s need for assistance with transport as part of an overall outcome focussed assessment, ensuring that maintaining and encouraging personal independence is the prime objective.
- The Council will only provide assistance with transport where it is clear that such assistance is essential in enabling the service user to access a service or appropriate activity as outlined in the assessment or from April 2014 included in the Self Directed Support (SDS) *All About Me What I Need Assessment*.
- All assistance with transport will be provided in the most cost effective way possible.
- Where service users choose to attend a resource further than the recommended resource, the difference in transport cost will be met by the individual.
- Where service users are in receipt of state benefits (in service or kind) that are provided for the expressed purpose of aiding mobility, there is an expectation that the individual will utilise these to access community care services.
- The Council will be able to demonstrate that any assessment for assistance or actual assistance it provides is done fairly and transparently.

4. Scope of the Policy

- 4.1 This policy applies to adults who are assessed as requiring transport provision in line with substantial or critical need and have one or more of the following:-

- A learning disability.
- A physical; disability and/or infirmity due to old age or frailty.
- A sensory impairment.
- Mental health needs, including common illness such as depression or a severe and enduring mental illness. Older people with conditions, such as Alzheimer's disease or dementia.

5. Safety, Choice and Independence

5.1 Adult Wellbeing seeks to ensure that all service users are encouraged and assisted as far as possible to travel independently and to make optimum use of mainstream transport options, including public transport. This is consistent with national policies to promote independence and reablement such as "Same as you", "Reshaping Care for Older People" and "Self Directed Support". Furthermore it seeks to minimise any potential for discrimination and stigma which may result from the regular use of Council owned vehicles.

5.2 here are individuals for whom some degree of assistance is essential in order for them to access a service. Where this is the case, the wishes of the service user and carer will be taken into account, but the Council has a duty to ensure that any assistance that is provided or commissioned, is both safe and cost efficient.

5.3 Circumstances in which assistance with transport may be deemed essential (substantial/critical):-

- The service user has no-one who is in a position and is willing to assist with transport and all other transport options, including the use of public transport, have been fully explored and ruled out for specific reasons. Evidence that this has been done will be recorded/evidenced in individual service user records and the application for approval of funding for transport costs.
- There are no realistic/appropriate transport alternatives due to specific health and safety issues presented by a service user.
- A carer is caring for more than one dependent adult and their competing caring demands mean they are not in a position to provide assistance with transport.
- Statutory powers are in place to address risk issues and ensure compliance with the agreed support plan. Assistance will be provide if the service user who is subject to statutory powers is compliant with

the support plan but is not prepared to meet the cost of transport to attend the service.

- Where there are issues of risk and /or financial hardship and the giving of assistance would avoid the local authority being caused greater expense in the giving of assistance in another form, or where failure to provide transport would cause greater expense to the local authority on a later occasion.

6. Assessing the Need for Assistance with Transport

6.1 It does not automatically follow that an individual assessed as requiring an Adult Wellbeing service will also receive assistance with transport. Whether a service is directly provided or commissioned, any assessment for transport provision must always be undertaken separately. This includes transport to access respite care services.

6.2 An individual will only receive assistance with transport in the following circumstances:-

- The individual is in receipt of, or been assessed as eligible for a service in accordance with the relevant eligibility criteria.

And

- In determining whether to provide or commission assistance, the assessment must take into account whether an individual is in receipt of state benefits (in case or kind) that are provided for the express purpose of aiding mobility. Where an individual is not in receipt of benefits, a benefits check will be undertaken to establish whether the individual is eligible for Disability Living Allowance mobility component or for new claimants, the mobility component in the Personal Independence Payment (PIP).

And

- Where an assessment of need has demonstrated that assistance with transport is essential to enable the individual to access a service, it must be demonstrated that all other reasonable transport options have been explored and rejected. Where appropriate, the use of assistive technology/travel training must also be considered.

6.3 An assessment or review of an individual's need for assistance with transport will be undertaken at the same time as the assessment review of the Adult Wellbeing package or SDS assessment (from April 2014). If a reassessment of transport needs is required because of a change in

circumstances, this would not necessarily require a reassessment of the whole service

- 6.4 An assessment for assistance with transport will take full account of the needs and circumstances of the service user. It will look at all transport options for each individual journey, for example where a carer can deliver but not collect a service user from a service, assistance will only be provided for the return journey.

7. Assistance with Transport from Adult Wellbeing

- 7.1 Where it is established that an individual is eligible for assistance with transport, this will be provided either directly or through a contractor, using the most cost effective means available. Exceptionally, where the most cost effective solution is not the preferred option, use of the more expensive option must be approved by the Area Manager.
- 7.2 When organising review meetings, consideration should always be given to the venue and cost implications of travel to enable service users and carers ease of access.
- 7.3 Sharing transportation must always be explored following appropriate risk assessment.

8. Meeting the Cost of Assistance with Transport

- 8.1 Any assistance with transport for an individual in receipt of a long term residential or nursing care service commissioned by the Council will be the responsibility of the provider.
- 8.2 Where an individual service user is provided with a vehicle through the Motability scheme, the individual will be deemed to have no requirement for additional assistance with transport or associated costs.
- 8.3 Transport to and from any college/employment placement, after the service user leaves school, is the responsibility of the service user and costs will be met by the service user in full. It is recognised that mobility benefits may not cover all transportation costs and this is a matter for the service user and family to consider when initiating a service/agreeing a support plan.
- 8.4 Where assistance with transport has been agreed by Adult Wellbeing, the cost should be clearly detailed and budgeted for.
- 8.5 From time to time, recreational outings are organised for service users that either use Council owned transport or private hire. Where the trips are recreational, unit managers should seek to achieve full cost recovery.

- 8.6 Regular use of Council subsidised vehicles for transportation of service users will only be sanctioned when clearly demonstrated to be part of an individual's support plan. A worker who transports a service user where there has been no approval of the transport as part of the support plan will not be able to recover expenses for these costs.
- 8.7 Many Councils across Scotland have introduced a charge for transport and we are proposing a flat rate determined by Cabinet through the annual report on service user contributions for Adult Wellbeing.

9. Policy Implementation - Next Steps

- 9.1 It is recommended that all individuals accessing Adult Wellbeing services from the date of approval of this policy, will be assessed for transport in line with the above guidance.
- 9.2 Individuals currently accessing transport will be reassessed in accordance with the above recommendations when their support plan is reviewed.
- 9.3 Important ongoing work within Adult Wellbeing and the Council has to continue to achieve longer term efficiencies in relation to transport. The policy has to be revisited and updated on a more regular basis to reflect changes in need and transport provision.
- 9.4 The above policy is written in the context of the legislative framework:-
- Social Work (Scotland) Act 1968.
 - Community Care and Health (Scotland) Act 2002.
 - Mental Health (Care and Treatment) (Scotland) Act 2003.
 - Chronically Sick and Disabled Persons Act 1970.
 - Disability Discrimination Act 1996.
 - Human Rights Act 2000.
 - Equality Act 2010.
 - Adults with Incapacity (Scotland) Act 2000.
 - Welfare Reform Act (2012).
 - Social Care Self Directed Support (Scotland) Act (implementation April 2014).

Self Directed Support

1. Background

1.1 Self Directed Support (SDS) in East Lothian will become “part of the mainstream of social care delivery, targeted at empowering people and putting the principles of independent living into practice. It enables individuals to direct the care or support they need to live more independently at home and can be instead of, or in addition to, services that might be arranged by their local authority.” (Scottish Government 2012).

1.2 The Local authority have longstanding responsibilities from the Social Work Scotland Act 1968.

- To promote (adult) social welfare by providing advice, guidance and assistance.
- To assess individuals who have social care needs (and to conduct a lawful assessment).
- To meet eligible needs.
- To comply with requests for carers assessments.
- To promote the welfare of children in need.
- Equality of opportunity.

1.3 In addition to these responsibilities the SDS Act due to be implemented in April 2014 will give additional duties:-

- Duty to offer the choices and act on the person’s choice.
- Duty to explain nature and effect of options & to signpost people to information & support.
- Duty to promote the availability of the SDS.
- The act gives the local authority the power to offer support to carers and a duty to offer SDS options for that support Direct Payment – this is where the full amount of the indicative budget is paid directly to the individual (or their financial guardian) and they decide what service/goods/support etc to buy and when. This includes an indirect payment, trust fund and brokered fund.

- Individual Service Fund – this is where a service provider manages the funds on behalf of the individual and provides the service requested.
- Care Managed Fund – this is the traditional model of services in which East Lothian Council purchases the service on behalf of the individual.
- Combination – this includes a variation of the above option.
- In carrying out its functions under this Act in relation to a person who, is to choose (or has chosen) one of the options for self-directed support, a local authority must have regard to the following general principles.
 - That the dignity of the person is to be respected.
 - That the person’s desire to participate in the life of the community in which the person lives is to be respected.

2. Assessment and Support Planning

- 2.1 Initial contact will signpost people to non statutory services or assessment. For those whose needs cannot be met in this way will be eligible for a community care assessment which includes a person centred, self supported assessment. This will identify eligible social care needs and the outcomes the individual wishes to achieve. This leads to an indicative budget being identified to enable the support to be planned.
- 2.2 We have a resource allocation system (RAS,) based on equivalence, has been developed to promote a fair, equitable and transparent initial allocation of resources based on ELC’s eligibility criteria.
- 2.3 East Lothian Council approach is being viewed nationally as innovative and forward thinking and is being considered by other local authorities to assist them in their delivery of SDS.
- 2.4 The person who is being assessed will be supported to identify the outcomes they wish to achieve and how the budget can be used to provide the support in a way that their outcomes are met. The support plan will be agreed by the Council based on its ability to meet the desired outcomes ensuring the person’s experience of risk is acceptable and within resources available. A personal budget is then agreed to allow the individual to progress their support plan.

3. Operational Implementation

- 3.1 The system wide changes that are required in order to successfully implement Self Directed Support within East Lothian have been

supported by a number of events. These events for service users, staff and external providers have assisted in planning for the changes that we will make over the next months.

- 3.2 We have developed a comprehensive learning and development plan and will continue to learn as we put Self Directed Support into practice. Staff have been trialling the assessment and support planning tools and methodologies and are considering modifications that may be necessary prior to further roll out of Self Directed Support.

4. Providing Choice

- 4.1 In order to provide voices for people following the agreement of personal budgets and individual support plans, we need to work closely with partners in the third and independent sector in order to deliver services throughout East Lothian.

- 4.2 We continue to work with local partners in order to develop approaches such as:-

- Local area co-ordination¹, to provide preventative support and ensure people appropriately access mainstream universal services in the community without having to be dependent directly on social work resources.
- Advising and supporting SDS recipients. This can start at a pre-assessment stage providing advice and information about the assessment process.
- Assisting in support planning which can help empower users and help shift people away from dependence on the local authority and more traditionally provided solutions.
- Helping recipients of SDS and in particular with direct payments, in a number of areas that are sometimes seen as an administrative burden and therefore are a disincentive to the uptake of direct payment within SDS. These include completing payroll returns, tax forms and recruitment and selection.
- A well supported third sector will help develop capacity in the community. There is a range of evidence that voluntary sector

¹– Local Area Co ordination (LAC) - Local area co-ordination (LAC) emerged in rural Australia in 1988 in response to long standing difficulties meeting the needs of people with learning disabilities and their families living in remote areas. Due to the lack of service infrastructure locally, individuals had to leave their families and communities to move into residential homes in cities many miles away. LAC was seen as an innovative way to support individuals and their families to build a 'good life' and to work with local communities to strengthen their capacity to include disabled people, based on the principles of user control, empowerment and self sufficiency. (Scottish Government)

schemes from befriending to shopping services and day centres for older people can promote involvement and independence for service users and are cost effectively.

4.3 In working with Partners to develop the above we are also considering how services can become more preventative in their outlook and in particular how we can work in local areas and communities to understand the needs of people who may require services and ensure that they have good local access to these services:-

- A tiered approach to care assists in understanding the focus of social work at Tier 3 and 4 (See Appendix 1).

5. Communication and Engagement

5.1. A key component of the delivery of Self Directed Support will be ensuring that service users, carers and all stakeholders are informed of the development of services and Self Directed Support.

5.2 A communication and engagement action plan will be set out and will include a formal launch of Self Directed Support in East Lothian.

6. Eligibility Criteria

6.1 The implementation of SDS does not require significant changes to the eligibility criteria. Importantly approach promotes alternative ways of meeting needs which previously would have been considered for social work funding.

6.2. A transition plan will be developed for each person who is currently in receipt of services who would wish to move to Self Directed Support.

7. Business Systems

7.1 Procurement

The roll out of SDS will have wide implications for business processes across Adult Wellbeing, including how we procure purchased services. Under SDS service users will be able to exercise more choice and control over the services they want to access and this will include purchasing services from new providers who offer services in alternative ways from a traditional “hours based” model. Specifications will be outcome focussed, based around the outcomes identified by service users in the support plan. Providers will be required to measure and report on achievement of outcomes. This transition is already under way in the procurement of an outcomes-focused Help to live at Home service.

7.2 Direct Payments

With the introduction of SDS there may be an increase in the take up of direct payments in respect of all or part of their individual budget. As more funds are allocated through this route we will continue to review the systems we have in place to ensure that financial risks are managed and that we have appropriate performance management information available to elected members, officers and service recipients.

8. **Funding SDS**

8.1 Setting a Personal Budget

Self Directed Support requires that a personal budget is set for people to allow them to progress their support plan. This personal budget requires to have every part of service that they receive to be costed. For example, people who receive day care services and currently have no cost set against that will need to know how much it costs to purchase day care from their personal budget.

8.2 The Challenge of SDS

East Lothian Council will provide a determination of the cost of services that are provided to that person as part of their personal support plan. This will include services that have not traditionally been charged for within East Lothian Councils. We therefore will develop an approach that considers how we detail and determine that cost. These issues are detailed in paragraph 149 of the draft statutory guidance on care and support issued by the Scottish Government in April 2013.

8.3 For these reasons a number of Councils across Scotland are developing contributions based approach where there is agreement on how the costs of care are shared between the service user and the Council. Once this is agreed the service user is able to make choices based on what will help them to achieve their outcomes, without being unduly influenced by the financial consequences.

9. **A Way Forward**

9.1 **There will be** a shift away from individual service charges for certain services. **The focus will be** on the total cost of a services user's care and the level of contribution they are expected to make. This approach will build on principles set out within COSLA national guidance:-

- *Source: National Strategy & Guidance for Charges Applying to Non-residential Social Care Services 2013/2014.*

9.2 The aim of the revised approach to contributions is that following the completion of the Self Directed Support Assessment the person will know:-

- What their eligible care needs are.
- The total level of resources that the Council will allocate towards meeting their outcomes.
- How much the Council will contribute.
- How much they are expected to contribute.

10. Resource Implications

- 10.1 **Financial** - It is not possible to anticipate the impact on commissioned services to Adult Wellbeing at this time, however this will be subject to further reports as the implementation of Self Directed Support develops.
- 10.2 **Personnel** – Service redesign will allocate duties roles and responsibilities with regard to Self Directed Support as appropriate.