

Fa'side Area Partnership

Attachments:

1. Draft Minutes
2. Remit paper
3. Frequently Asked Questions
4. Draft Code of Conduct
5. Membership discussion paper
6. Developing an Area Plan – the Process
7. Members list

DRAFT

Fa'side Area Partnership

Minutes of the Inaugural meeting of the Fa'side Area Partnership

11th March, 7-9pm, George Johnston Building,

Interim Chair - Tom Shearer (Head of Communities and Partnership, East Lothian Council)

Members present

Councillor Donald Grant

Councillor Jim Gillies

Phil Summerfield (Pencaitland Community Council)

Jennifer McNeil (Ormiston Community Council)

Robert McNeil (Tranent & Elphinstone Community Council)

Scott Russell (Tranent & District Community Sports Club)

Helen Spencer (Elphinstone Primary School Parent Council)

Roger Powell (Ross High School Parent Council)

Councillor Shamin Akhtar

Maureen Allan (Tranent & Elphinstone Community Council)

Maureen Cuthill, CC chair (Macmerry and Gladsmuir Community Council)

Mark Ormiston (Ormiston West TRA)

Elizabeth Hutchison (Muirpark and Steading TRA chair)

Samara Bell (Recharge Youth Committee)

Charlotte Noon (Ross High Pupil Council)

Others in attendance

Kaela Scott (ELC Local community planning officer)

Paolo Vestri (ELC Service manager corporate policy and improvement)

Stephanie Kerr (ELC Local community planning officer)

Colin Martin (Tranent & Elphinstone Community Council)

Scott Glynn (Recharge Board member)

Brodie Thomson (Ross High school)

Ralph Averbuch (Pencaitland Community Council)

Ashley Taylor (Recharge Youth Committee)

Paul McGregor (Tranent & District Community Sports Club)

Members Apologies

Councillor Kenny McLeod

Fa'side Area Partnership

	Key discussion points	Action
Welcome	T Shearer welcomed members to the inaugural meeting of the Fa'side Area Partnership and reiterated the pivotal role that the group will play in shaping local outcomes for the Ward.	
Role & Remit and Way of Working for the Area Partnership See attached papers: Role and Remit Paper and FAQs	<p>P Vestri presented key information from the Role & Remit of Area Partnerships paper and highlighted:</p> <ul style="list-style-type: none"> • membership and representation, • the role of the interim chair and • frequency of meetings, stating that at the start of the Area Partnership process, meetings were likely to be more frequent than the stated 4 times yearly • minutes would be emailed to members and would be publically available online through www.eastlothian.gov.uk/meetings/committee/107/east-lothian-partnership-faside-area-partnership). <p>Questions were asked in relation to devolved Budgets, restrictions on this spending, the propositional allocation of funds across the different partnerships and if budget allocation could be carried over if necessary. It was explained that much of this still needs to be clarified.</p>	PV – to seek further clarification
Draft Code of Conduct See attached paper: Draft Code of Conduct	P Vestri presented key points from the Draft Code of Conduct explaining its origins and principals. Members then had a brief discussion around the need for transparency in the work of the Area Partnership and the responsibility to members to act with honesty and integrity and, where appropriate acknowledge their outside interests which may impact upon Partnership discussions and/or decisions.	All members to submit any comments/suggestions on the Code of Conduct <u>by 15th April</u>
Wider membership (group discussion) See attached paper: Membership discussion	<p>K Scott highlighted the list of members that had been distributed to those present and asked members to confirm it was correct for their organisation.</p> <p>KS presented information on options for recruiting additional community groups to be represented on the Area Partnership and a wider group discussion followed. Members agreed that “option 3” (which was not an option</p>	SK - Corrections to be made and revised list distributed with the minutes

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<p>paper</p>	<p>presented in the accompanying paper) was the preferred way forward.</p> <p>The agreed option 3 was to not recruit additional members at this stage and allow the Partnership as is, to form and explore priorities further before bringing in additional members in response to identified priorities and via sub-groups at that stage.</p> <p>A Bell asked what support would be made available for young people to ensure that they can fully contribute to the process of the area partnerships. A Bell was advised that discussion had taken place with ELs Dialogue Youth Co-ordinator and that options were being explored including providing targeted training for young people involved across the 6 partnerships to help ensure their meaningful involvement. Members would be kept up to date with this.</p> <p>It was also reiterated that staff/management members from the services the young people were involved with are welcome to attend the meetings in an observer/support role.</p>	
<p>Area Plans</p> <p>See attached paper: developing area plans</p>	<p>S Kerr presented a paper on the process for creating an Area Plan for the Fa'side area. Key points from this were that the process would happen in 3 stages starting with a review of what information was already available in the Fa'side area such as existing research, action plans and statistical information from the community profiles.</p> <p>The second stage would be to establish priorities and identify what actions would be needed to reach the outcomes. S Kerr stated that the plan for carrying out the community consultation would be decided locally - possibly through a sub-group delegated to decide how to do this.</p> <p>The 3rd stage of the process is to finalise an area plan which would need further community consultation and then approval from the area partnership itself and then the Safe and Vibrant communities' partnership.</p> <p>Questions were asked regarding whether all local action would have to wait until the plan was finalised and the 2015/16 budget in place. TS answered that while it was important to focus initially on developing a clear vision and plan for the area, that work to influence existing services etc and support local initiatives could/would begin as agreed and appropriate.</p>	

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	<p>Existing info sources –</p> <ul style="list-style-type: none"> • Tranent and Elphinstone Community Action Plan 2014 - 2019 • Tranent Planning for Real findings, CLDS, 2011 <p>S Kerr – handed out copies of area/ neighbourhood plans from other Scottish local authority areas for the members to get a feel for the type of plan they would like to develop. Here are the links to these:</p> <p>Dunbar & District Area Plan – only available in hard copy at present.</p> <p>Midlothian - Dalkeith Neighbourhood plan: http://www.midlothian.gov.uk/info/200130/communities_and_community_planning/367/community_planning/10</p> <p>Aberdeen – Culter, Cults, Bielside & Milltimber CP: http://www.communityplanningaberdeen.org.uk/web/FILES/NCAP/Culter%2C%20Cults%2C%20Bielside%20and%20Milltimber%20NCAP%202010-11.pdf</p> <p>Dundee – Coldside CP Summary: http://www.dundeepartnership.co.uk/sites/default/files/Coldside%20LCP%20Summary%20-%20May%202012.pdf</p>	<p>Members to let Stephanie know if there are any sources of evidence, reports, community action plans etc not listed here.</p>
<p>Date of Next Meeting,</p>	<p>Tuesday 22nd April, The Fraser Centre, Tranent, 7-9pm</p>	<p>RSVP to: faside-ap@eastlothian.gov.uk</p>

Fa'side Area Partnership

1. Remit Paper

AREA PARTNERSHIPS

ROLE

East Lothian Partnership entrusts the six Area Partnerships to oversee the development and delivery of Area Plans which will contribute to the delivery of the strategic plan, currently The East Lothian Plan - Single Outcome Agreement.

The role of each Area Partnership is to determine local priorities for the Area Plan that are aligned to The East Lothian Plan. Area Partnerships will also provide the principal point of contact for consultation and engagement with communities enabling them to influence The East Lothian Plan and related key strategies and plans.

REMIT / POWERS

1. Show creative and active leadership to meet the challenges which people and communities face and to maximise the opportunities which arise.
2. Develop an Area Plan.
 - a. Based on a shared vision for the area using evidence from the Area Profile and local intelligence
 - b. Identifying local priorities with a focus on reducing inequalities, prioritising prevention and early intervention and sustainability
 - c. Delivered by service providers and involving local people.
3. Monitor the delivery of the Area Plan and its impact.
 - a. Receiving regular progress reports from relevant service providers
 - b. Monitoring and reviewing progress - recommending action when needed
 - c. Reporting performance to the Safe and Vibrant Communities Partnership at least once a year
 - d. Reporting performance to communities in the area at least once a year.
4. Oversee resource allocation devolved to the area in accordance with priorities established by the Area Plan.

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- a. Receiving reports and monitoring use of resources that have been devolved to the area
 - b. Determine the allocation of funding devolved directly to the Area Partnership
5. Act as the principal point of contact, consultation and engagement for
- a. The Council's Area Coordinators on the delivery of local services and service improvement
 - b. The Health and Social Care Partnership's locality planning
 - c. Service providers (partners) in the development of key strategies and plans (such as the Local Development Plan, Local Housing Strategy, etc.).
6. Monitor the effectiveness of stakeholder and community engagement to develop, deliver and review the Area Plan and local service delivery; drawing on and building on existing activities of local groups and partnerships.

MEMBERSHIP

It is expected that each Area Partnership will evolve to operate differently in each area over time. Initially however they will be established with a standardised membership. The selection of member organisations for the Area Partnership should aim to:

- Represent the geographic diversity of the area
- Recognise the role statutory groups are already playing in representing community interests
- Ensure a balance between the different interest groups across an area
- Provide opportunities for a diverse range of active groups to contribute
- Ensure that the interests of equality groups are acknowledged.

Membership will include:

- All elected members from the ward;
- 1 or 2 representatives from each community council in the ward (depending on the size of the population they represent)
- 2 members from Tenants and Residents Associations,
- 2 Parent Council representatives – one from the High School and one representing Primary schools in the cluster
- Around 6 representatives from active community / voluntary sector / business groups – selected through an appropriate, locally determined process.

Once established Area Partnerships can co-opt additional members as required to provide expertise or different perspectives on issues that arise locally.

Fa'side Area Partnership

AREA PARTNERSHIPS –WAY OF WORKING

MEMBERSHIP AND REPRESENTATION

- Member organisations will identify one named member and one named substitute to represent them on the Area Partnership.
- Each member (except Councillors) will therefore have a named substitute able to attend and act on behalf of the group/s they represent if the named member is unable to participate in a meeting.
- Substitutes can attend meetings alongside named representatives as observers only.
- Partnership members will need to keep their substitute up to date with the business of the Area Partnership so that they are able to participate and take decisions when required.

CHAIR AND VICE CHAIR

- The interim Chair of the Partnership will be a senior East Lothian Council official. If the interim Chair is unable to attend the meeting it is his/her responsibility to delegate this role to a suitable officer.
- A Chair of the Partnership will be appointed by the Area Partnership at the annual meeting, which must be held within the first year of operation, and annually thereafter.
- The Vice Chair will be appointed by the Area Partnership at the annual meeting.
- If both the Chair and the Vice Chair are not at the meeting a Chair will be chosen by those present.

AREA PARTNERSHIP MEETINGS

- The Area Partnership should meet at least 4 times per year– and more if needed. The frequency and venue will be agreed by each Partnership.
- Sub-groups can take forward business between meetings, reporting back to the Partnership as appropriate.
- Agendas will be based on the Area Plan and emerging local issues.
- Members of the Area Partnership can request items for future reports and updates, through the Chair.
- Any local person or group can contact the Chair in advance of a Partnership meeting to raise a matter they would like to propose for the agenda. The Chair will decide if the matter is relevant in relation to the Partnership's remit and agenda. If it is not relevant for this Partnership, the Chair should assist by signposting to the appropriate organisation or group.
- Meetings are open to any local person or group as observers. The Chair can invite observers to speak if their input would be relevant to an agenda item.
- The Chair can invite others outside of the Partnership to present a report or speak to an item at a meeting.

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- An Annual Meeting will be held which is open to anyone from the area where local groups and the general public can review progress on the Area Plan.
- Additional committee roles can be determined at the annual meeting and allocated from within the Partnership membership

QUORUM

- The quorum for meetings is 50% of members +1

DECISION MAKING

- Decisions should be taken in meetings wherever possible.
- Decisions should be taken based on the views of the members and importantly the views of the community through active consultation and engagement processes outside of business meetings to ensure that wider views are heard.
- Consensus should be reached wherever possible. In the event that the Partnership is unable to reach consensus in any matter a vote may be required.
- Decisions may be taken out with meetings on occasion e.g. emergencies or short deadlines. In these cases, the Chair should communicate with members of the Partnership by phone, email, post, etc., as appropriate, to make the decision and report the matter at the next meeting.

COMMUNICATIONS

- Agendas, reports and minutes will be publicly available on the Council E-gov system which can be accessed through the Council website.
- Minutes of meetings will be distributed as soon as possible after meetings and within one month, to enable members to follow up on actions with their groups and enable input.
- Notice of agendas and reports will be distributed (normally by email) to Partnership members two weeks prior to the meeting.
- Members should report to the groups and organisations they represent on the business of meetings using the Partnership Feedback form.

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2. Area Partnerships – Frequently Asked Questions

East Lothian Partnership

The Role of Area Partnerships

Q) What are Area Partnerships?

A) Area Partnerships are the local element of community planning which is led by East Lothian Partnership. Area Partnerships are the main opportunity for local communities to contribute to The East Lothian Plan Single Outcome Agreement 2013-23 (the 10 year overarching plan for East Lothian) and to influence the way services are planned and delivered in their area.

Q) What will Area Partnerships do?

A) The role of each Area Partnership is to determine local priorities for their Area Plan that are aligned to the East Lothian Plan. Area Partnerships will also provide the principal point of contact for consultation and engagement with communities enabling them to influence The East Lothian Plan and related key strategies and plans.

Q) How do Area Partnerships fit with the East Lothian Partnership structure?

A) They are part of the Partnership structure and will have a direct link to the Safe and Vibrant Communities Partnership but will be able to communicate with any of the other partnership groups.

Membership

Q) Who will be members of the Area Partnership?

A) The core membership will consist of the area's East Lothian Councillors, and representatives from Community Councils, Tenants and Residents Associations and Parent Councils. A cross section of community organisations will also be members of Area Partnerships to capture the collective expertise on local issues.

Q) Can anyone be a member of the Area Partnership?

A) There are limitations on who can be members of the Area Partnerships to ensure that it is the community's interests that are represented. Members will be representatives from existing community groups. Service providers will support the Area Partnerships by reporting to, and giving their expertise on specific issues, to them as and when needed.

Q) What happens if members don't agree on issues?

A) It is anticipated that Area Partnerships will work through consensus wherever possible. If that's not possible then votes can be taken to decide on the matter.

Q) Who will chair the Area Partnership?

A) Initially the Chair will be a senior Council officer but a new Chair and vice-chair of the Partnership will be appointed by the members at the annual meeting.

Area Plans

Q) How will the Area Plan be developed?

A) The Area Plan will be developed based on statistical data and local intelligence by the Area Partnership and service providers with involvement from the wider community. The Area Plan will establish local priorities and an Action Plan.

Q) Who will approve the Area Plan?

A) The Area Plan will be approved by the Area Partnership itself, then by the Safe and Vibrant Communities Partnership.

Q) Who will deliver the Area Plan?

A) It is expected that the Area Plans will be delivered mainly by service providers.

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Members Capacity

Q) Will membership of an Area Partnership over burden groups who are already playing a significant role in their community?

A) Membership of the Area Partnership will hopefully simplify existing networks and bring local groups together – limiting overlap/ duplication in work and identifying more efficient ways of working together.

Q) Will local groups be expected to take on the servicing of Area Partnerships?

A) Council officers will take the admin roles of the Partnerships such as organising meetings, writing minutes etc.

Q) Will Area Partnership members receive support when necessary on issues they may lack knowledge on?

A) Yes, they will be given information and support by relevant services. Training can also be provided if required.

Inclusion

Q) Will Area Partnerships be dominated by the large towns to the detriment of the smaller towns and villages?

A) The membership of the Area Partnerships has been set to include representatives from community councils, tenants and residents associations and parent councils from the smaller settlements to ensure a fair representation.

A) The Area Partnership will also use creative ways to engage with the wider communities they represent, for example, to explore priorities for the Area Plan.

Q) How will we ensure that young people are involved?

A) Young people (16 – 24 years) are being actively sought from local groups to be members of the Area Partnership. We will seek the views of young people on a range of issues through local organisations and networks.

A) Children and young people's interests should also be represented through other members such as parent councils.

Partnership Working

Q) How will the CAPPs (Community and Police Partnerships) fit with the Area Partnerships?

A) Police Scotland are currently developing Ward plans and the actions from these will be included in the Area Plan. We anticipate that the work of the CAPPs may evolve alongside the development of the Area Partnerships to encompass wider safety issues in each ward.

Resourcing

Q) Who will do the supporting work of the Area Partnership?

A) Council staff will provide organisational support to run and develop the partnerships. There is a small operational budget to support this work. E.g. to cover printing costs, communications and refreshments.

Q) Will members be able to claim expenses?

A) Unfortunately no.

Q) Will the Area Partnerships have a budget?

A) It has been confirmed in the Council's 3 year budget (approved 11th February 2014) that budgets will be devolved from existing funds starting in financial year 2015/16 and these will be linked to the delivery of each Area Plan.

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Q) What's the difference between Area Partnerships and Community Councils? Is there potential for overlap?

A) Community Councils will continue to carry out the work they do in their local areas (e.g. commenting on and making representations on planning applications) while Area Partnerships will focus on strategic issues for the Ward area. Community Councils will contribute to the production of the Area Plan for their area. Area Partnerships will provide a forum for Community Councils to work collectively on issues affecting the wider area.

Publicity

Q) How are we going to publicise the work of the Area Partnerships?

A) Using various means depending on the nature of the work. For example, the minutes, agendas etc of the partnerships will be publically available through the Council website. General information sharing will come through member organisations to their networks and local digital media. Other possibilities are local press, Council & Partners newsletters, Social media and local radio, depending on the target audience.

Political Allegiance

Q) How will we ensure that Party Political priorities don't overshadow community priorities?

A) All Political parties represented on East Lothian Council are committed to developing this Area Partnership model and to participate in the Area Partnerships.

When?

Q) How quickly will the Area Partnerships be set up?

A) It is anticipated that the six Area Partnerships will be established by summer 2014.

Fa'side Area Partnership

3. CODE OF CONDUCT FOR MEMBERS

Partners have agreed to work together to achieve *The East Lothian Plan, Single Outcome Agreement 2013-23* through services which are bound by public sector duties.

This Code of Conduct is for members of all component groups within East Lothian Partnership i.e. East Lothian Partnership, the supporting Partnerships and the Area Partnerships.

Whilst each member is bound by their own organisation's Code of Conduct, members are also expected to adhere to East Lothian Partnership's Code of Conduct.

Members of the Partnership should know and apply the principles of this Code of Conduct at all times when carrying out this role; both in informal situations (e.g. conversations with local people, employees or volunteers) as well as formal situations (e.g. Partnership meetings and events).

This Code of Conduct is based largely on the Code of Conduct for local authority councillors and relevant public bodies as provided for in the Ethical Standards in Public Life etc (Scotland) Act 2000.

It is also based on the East Lothian Partnership's discussion on work needed to build and develop this partnership in order to get to the agreed Outcomes. The discussion produced a practical guide for the conduct of members, as well as for the partnership as a whole.

The general principles and practical guide upon which this Code of Conduct is based are:

- [Service to the Community / Duty](#)
- [Selflessness](#)
- [Integrity](#)
- [Objectivity](#)
- [Accountability and Stewardship](#)
- [Openness](#)
- [Honesty](#)
- [Leadership](#)
- [Respect](#)

Service to the Community

You have a responsibility to uphold the law and act in accordance with the law and the public trust placed in you. You have a responsibility to act in the interests of the East Lothian Partnership as a whole and the people and communities it serves. You have a duty to participate actively in the Partnership and follow through with your actions.

Selflessness

You have a responsibility to take decisions solely in terms of the public interest. You must not act in order to gain financial or other material benefit for yourself, family or friends or the organisation you represent.

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Integrity

You must not place yourself under any financial or other obligation to any individual or organisation that might reasonably be thought to influence you in the performance of your duties.

Objectivity

You must make decisions solely on merit when carrying out public business including making appointments, awarding contracts or recommending individuals for rewards and benefits.

Accountability and Stewardship

You are accountable for your decisions and actions to the public and to the organisation you represent. You have a responsibility to consider issues on their merits, taking account of the views of others, and you must ensure that the East Lothian Partnership uses its resources prudently and in accordance with the law.

Openness

You have a responsibility to be as open as possible about your decisions and actions, giving reasons for your decisions and restricting information only when the wider public interest clearly demands.

Honesty

You have a responsibility to act honestly. You must declare any private interests relating to your public duties and take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership

You have a responsibility to promote and support these principles by leadership and example, and to maintain and strengthen the public's trust and confidence in the integrity of East Lothian Partnership, its member organisations and their representatives in conducting public business.

Respect

You must respect all other members of this Partnership, the employees and volunteers of member organisations and local people you come into contact with, treating people equally and with courtesy at all times.

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East Lothian Partnership Practical Guide 'DOs and DON'Ts'

At the inaugural meeting on 19 June 2013, the East Lothian Partnership recognised that Partnerships need work to build and develop, in order to get to the agreed Outcomes. The discussion, summarised as a set of DOs and DON'Ts for four key areas- Leadership, Trust, Learning and Performance Management -, is a practical guide for the conduct of members, as well as for the partnership as a whole.

LEADERSHIP	
DO have agreed outcomes – they make a real difference DO be cross party DO use officers and Councillors to develop ideas and proposals DO lead by example DO have a clear vision which is clearly articulated DO be consistent from vision to action	DON'T walk away when it gets hard DON'T allow any one group to dominate DON'T make systems an excuse DON'T apportion blame DON'T get boxed into internal thinking
TRUST	
DO show respect for different points of view DO be realistic about what we do DO deliver on promises and act DO be open and share (avoid keeping info private) DO share successes DO give consistent messages - same message / same tune	DON'T press on regardless DON'T make assumptions
LEARNING	
DO challenge based on evidence DO spot problems collectively DO agree to share information fairly DO be accepting when things go wrong DO set clear goals DO have a common understanding of goals DO stay focussed	DON'T need to justify an organisation or what it does DON'T reinvent the wheel DON'T be over ambitious DON'T flog a dead horse!
PERFORMANCE MANAGEMENT	
DO understand limits DO focus on local alignment DO have measurable outcomes DO be open to scrutiny DO ensure timelines DO agree what we are not doing	DON'T try to boil the sea

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4. Membership – Fa'side Area Partnership

Discussion Paper for the meeting 11/3/14

In addition to the fixed membership of the Partnership – Elected Members, Community Councils, TRA representatives and Parent Councils – it is planned that each partnership would also have around 6 community members representing other interests across the area.

The appointment of members for the Area Partnership should aim to:

- Represent the geographic diversity of the area;
- Ensure a balance between the different interest groups across an area;
- Provide opportunities for a diverse range of active groups to contribute;
- Ensure that the interests of equality groups are acknowledged.

At the Area Partnership Briefing in Fa'side the following groups were identified as important to involve in the partnership – and have since been invited to identify representatives.

1. Fa'side Sports Hub
2. Ross High Pupil Council
3. Recharge Youth Committee

Options for identifying the remaining community members for the 1st year of the Partnership

Option 1 – focusing on network / representative groups

Next Steps: to identify and directly invite key active network / representative groups (eg. business associations, development trusts, thematic networks) to appoint a member and substitute to the Partnership.

Possible groups in Fa'side include:

- a. Support from the Start – network group
- b. Tranent & Elphinstone Community Futures Steering Group
- c. Tranent Medical Practice Patient Group
- d. Village Hall Committees
- e. Other?

OR

Option 2 – open call for membership

Next Steps: to issue an invite to all local community groups across the area to nominate a member (and substitute) and identify what they could bring to the partnership.

- invitations could be issued via mail/email and/or through a community meeting.

The existing partnership members would then vote on the nominations received and appoint a further 2-4 members to the partnership for a 1 year period.

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5. Creating an Area Plan

An Area Plan should detail the outcomes which local people want to see happen in their local area. The outcomes in the area plan will be based on statistical data and local intelligence to establish priorities which will form an Action Plan. Once set, the actions within the plan will be delivered mainly by service providers.

The Area Plan will link to the East Lothian Plan: Single Outcome Agreement (SOA) 2013–23 and directly contribute to the priorities set out in the SOA.

The Process

1st Stage: Reviewing what we already know

- Review existing information – such as previous community plans (if they exist), past consultation findings, other relevant actions plans. I.e. Town Centre plans or Community Development plans
- Data analysis – of the community profiles, findings from other community based surveys/ questionnaires,
- Identify what has been missed – where are the gaps in what we know?

Timescale: months 1 - 3

2nd Stage: Community consultation to establish priorities and identify actions needed

At this stage we want to narrow down the wide ranging information that we have gathered from the 1st stage of the process so that we have an up-to-date set of needs that the community can agree are priority areas.

- The exact plan for carrying out this consultation will be devised at a local level but will involve community engagement with a wide range of people, groups and organisations

Timescale: months 4 - 6

3rd Stage: Finalising the Area Plan

- Draft the Area Plan, detail the actions needed to achieve the outcomes.

Note that the outcomes and areas for action in the Area Plan will follow the themes within the East Lothian Plan (SOA) 2013 -23. I.e. “sustainable economy”, “Resilient people” and “safe and vibrant communities” as this allows for comprehensive reporting mechanisms between the over-arching East Lothian Plan and the Area Plans at a local level.

- Final consultation on the Area Plan
- Approval of the Area Plan by the Area Partnership and the Safe and Vibrant Communities Partnership.
- Launch the Area Plan

Timescale: months 6 - 9

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6. Fa'side Area Partnership Membership

Interim Chair: Tom Shearer, ELC

Organisation	Member	Substitute
East Lothian Council	Councillor Donald Grant	NA
	Councillor Shamin Akhtar	NA
	Councillor Jim Gillies	NA
	Councillor Kenny McLeod	NA
Tranent & Elphinstone Community Council	Maureen Allan, CC member	Joan Ramsay, CC treasurer
Tranent & Elphinstone Community Council	Robert McNeil, CC member	David Forrest, CC vice-chair
Ormiston Community Council	Jennifer McNeil, CC member	Scott Gillies, CC vice-chair
Pencaitland Community Council	Phil Summerfield, CC vice-chair	Ralph Averbuch, CC chair
Macmerry and Gladsmuir Community Council	Maureen Cuthill, CC chair	Douglas Neill, CC vice-chair
Tenants and Residents Associations	Mark Ormiston, Ormiston West TRA	TBC
Tenants and Residents Associations	Elizabeth Hutchinson, Muirpark and Steading TRA chair	TBC
Ross High School Parent Council	Roger Powell, vice-chair	Annette Welsh, member
Primary School Parent Councils	Helen Spencer, Elphinstone primary chair	TBC
Ross High Pupil Council	Charlotte Noon	TBC
Recharge Youth Committee	Samara Bell	Ashley Taylor
Tranent & District Community Sports Club	Scott Russell	Paul McGregor