



**MINUTES OF THE MEETING OF
EAST LOTHIAN COUNCIL**

**TUESDAY 11 FEBRUARY 2014
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON**

1a

Committee Members Present:

Councillor S Akhtar	Councillor W Innes
Councillor D Berry	Councillor M Libberton
Councillor L Broun-Lindsay (Convener)	Councillor P MacKenzie
Councillor S Brown	Councillor F McAllister
Councillor J Caldwell	Councillor P McLennan
Councillor S Currie	Councillor K McLeod
Councillor T Day	Councillor J McMillan
Councillor A Forrest	Councillor J McNeil
Councillor J Gillies	Councillor T Trotter
Councillor J Goodfellow	Councillor M Veitch
Councillor D Grant	Councillor J Williamson
Councillor N Hampshire	

Council Officials Present:

Mrs A Leitch, Chief Executive
Mr A McCrorie, Depute Chief Executive (Resources and People Services)
Ms M Patterson, Depute Chief Executive (Partnerships and Community Services)
and Monitoring Officer
Dr R Jennings, Head of Development
Mr J Lamond, Head of Council Resources
Mr M Leys, Head of Adult Wellbeing
Mr R Montgomery, Head of Infrastructure
Ms S Saunders, Head of Children's Wellbeing
Mr T Shearer, Head of Communities and Partnerships
Mr D Christie, Service Manager – Business Finance
Mr K Christie, Service Manager – Revenues
Mr J Cunningham, Service Manager - Benefits
Ms F Currie, Committees Assistant
Ms M Ferguson, Service Manager – Legal Services
Mr A Gillespie, Service Manager – Business Finance

Visitors Present:

None

Clerk:

Mrs L Gillingwater

Apologies:

None

1. COUNCIL FINANCIAL STRATEGY 2014/15 TO 2016/17

A report was submitted by the Depute Chief Executive (Resources and People Services) outlining the Financial Strategy of the Council, which provided the financial context for Councillors in preparing their budgets for the period 2014-17.

The Head of Council Resources, Jim Lamond, presented the report, advising that the Financial Strategy provided financial management guidance and established financial parameters within which the political groups had been asked to prepare their budget proposals.

He highlighted the key aspects of the Strategy in relation to the Housing Revenue Account (HRA): ensuring the capital programme would be sustainable and affordable through the proposed rent and revenue spending limits; meeting the requirements of the Scottish Housing Quality Standards by March 2015; ensuring rent arrears would be kept to a minimum; staying within the recommended upper limit for the ratio of debt to overall income of 40%; and maintaining a minimum reserve/balance on the account of £1 million.

As regards the General Services budget, Mr Lamond pointed out that only one year of detailed figures had been made available by the Scottish Government. He drew attention to a number of key factors, including: the ongoing Council Tax freeze; the lack of provision made for rises in inflation; the pressures resulting from demographic changes; ongoing pressures on staffing costs; meeting the requirements of new legislation; and the need for the Capital Investment Plan to be affordable and sustainable. He made reference to the capital spending limits for the next 5 years, which were consistent with the advice given to Members at previous Council meetings.

Mr Lamond reported that the Voluntary Early Release Scheme (VERS) had resulted in 97 employees leaving the Council, which would realise a reduction of over £3m in staffing costs annually. He added that further staffing reductions would be made through the Efficient Workforce Management Planning (EWMP) programme.

Mr Lamond also noted that an income generation benchmarking exercise was now underway and that a Budget Review Group would be established to provide further scrutiny of spending within the Council.

On the use of reserves, Mr Lamond recommended the retention of already earmarked reserves for the following purposes: balancing current and future budgets; civil emergency; Cost Reduction Fund; Insurance Fund; DSM; and MELDAP/DAAT. He proposed that should any future reserves become available, they should be directed towards the Cost Reduction Fund or a General Services Capital Fund.

Concluding his presentation, Mr Lamond noted that regular financial reports would be presented to Council and Cabinet. He stated that, despite the financial challenges facing the Council, he was confident that the Council could achieve its priority outcomes within a sustainable and balanced budget.

Mr Lamond confirmed that both budgets presented to the Council had been subjected to four tests, and that both had satisfied these tests.

In response to a question from Councillor Currie as regards the ratio of income to debt charges within the HRA, Mr Lamond indicated that keeping this ratio below 40% would be a challenge and that there were a number of factors to consider, including balancing capital spending, investing in new housing, meeting the Scottish Housing Quality Standard and continuing the modernisation programme.

Councillor Berry asked if the ratio of income to debt charges for new build Council housing had stayed within the 40% limit. Mr Lamond advised that the 40% test was applied to the overall capital programme. He pointed out that within the last 10 years, there had been a time when the debt level was 0% and that a cap had been introduced because the debt levels had been rising, and action could be taken to avoid breaching the 40% level.

Councillor Berry also asked a question in relation to the balance of the Cost Reduction Fund. Mr Lamond confirmed that this fund had been established with a £5m balance, and that authority had been given at the 2013 budget-setting meeting to transfer surplus funds from reserves into that Fund in order to meet the costs of implementing VERS and other committed and anticipated expenditure, including the secondary schools management restructure and EWMP.

Councillor Hampshire welcomed the report, commenting that the Council had to consider ways of reducing costs whilst protecting frontline services.

Decision

The Council agreed:

- i. to approve the Financial Strategy, attached as Appendix 1 to the report; and
- ii. that, as part of presenting their budget proposals, each Group of Councillors had been recommended to:
 - develop a sustainable General Services budget avoiding the use of reserves in 2016/17;
 - develop General Services Capital Plans which, when adjusted, were within the maximum Capital Expenditure Limits outlined at Section 3.6 of the report;
 - adopt the recommended levels for reserves, as detailed in the Financial Strategy;
 - transfer any unexpected reserves at the end of 2013/14 to either a General Services Capital Fund or Cost Reduction Fund, with any balance on the Capital Fund to be used in future years to directly fund capital expenditure, thereby reducing the need for future borrowing;
 - prepare balanced budget proposals for General Services taking into account a freeze in the level of Council Tax and the related estimates of government grant;
 - retain within the Housing Revenue Account (HRA) at least £1.0 million of reserves as protection against unexpected costs of loss of income;
 - keep the ratio of income to debt charges within the HRA to below 40%;
 - propose an appropriate rent increase to support the HRA budget proposals.

2. COUNCIL TAX 2014/15

A report was submitted by the Depute Chief Executive (Resources and People Services) setting the Council Tax charges for the 2014/15 tax year.

Mr Lamond presented the report, informing Members that both political groups had confirmed their intention to accept the conditions of the Scottish Government grant offer and therefore apply a Council Tax freeze. He advised that the Council was required by law to set its Council Tax annually for the year ahead and drew attention to the Council Tax charges for 2014/15. He also highlighted the discounts in relation to early payment of Council Tax and to second homes, and reminded Members of the arrangements and funding now confirmed to support continuation of the Council Tax Reduction Scheme.

Councillor Currie welcomed the report, in particular the agreement of all political groups to continue the Council Tax freeze for 2014/15.

Councillor Innes also welcomed the report, but remarked that he had some concerns about some assumptions contained within the report, which he would raise during his presentation on the Administration's budget proposals.

Councillor Berry spoke in support of the continuation of the advance payment discount and of the additional charges on empty homes.

Decision

The Council agreed:

- i. to approve the Council Tax charges for 2014/15 as listed at Section 3.8 of the report;
- ii. to approve the continued operation of the Council Tax advance payment discount at 2%;
- iii. that the Council Tax second home and long-term empty property discount should remain at 10%.

3. PROPOSALS TO INCREASE COUNCIL HOUSE RENTS: CONSULTATION EXERCISE

A report was submitted by the Depute Chief Executive (Partnerships and Community Services) outlining the results of the consultation exercise on the proposals to increase Council House rents in 2014/15, and outlining the key aspects of the consultation process.

The Head of Communities and Partnerships, Tom Shearer, presented the report, explaining that the Council had a statutory obligation to consult with all tenants when making proposals to increase rent levels. He drew attention to the work undertaken by the Project Group and to the outcome of the consultation, noting that 1241 responses had been received (3% more than last year). He also made reference to a recent tenant satisfaction survey, and undertook to brief Members on the results of this survey.

Councillor Berry asked if it was possible to provide the responses on a geographic basis or an old build/new build basis. Mr Shearer advised that responses were consistent across East Lothian but that he could not differentiate between responses from old build and new build property residents. He referred Members to the Rent Consultation Register, which was available in the Members' Library.

Councillor Hampshire paid tribute to housing officers. As regards payment breaks, he suggested that these periods could be used to allow tenants in arrears to catch up with their rent payments.

Decision

The Council agreed:

- i. to note the results of the consultation exercise; and
- ii. to note the consultation process, which would be further improved and consolidated on in future years.

4. RENT PROPOSALS 2014/15 – 2018/19

(a) Presentation by the Administration

Councillor Hampshire presented the Administration's Housing budget to the Council. He thanked officers and East Lothian Tenants and Residents Panel (ELTRP) representatives for their advice and support in developing the proposals.

Councillor Hampshire advised that housing staff were in the process of developing a programme to ensure that all Council houses would meet the SQHS, and that a stock condition survey would be carried out to inform the development of a comprehensive housing stock modernisation programme. He noted that the current modernisation would continue and that proposals on future investment would be shared with ELTRP and tenants prior to any changes being implemented.

He declared that the proposed rent increase would allow the Council to:

- continue to invest in the modernisation and extensions programme;
- increase the revenue available to carry out repairs to Council houses; and
- continue to invest in new affordable housing.

Councillor Hampshire indicated that the Council would be unable to meet the demand for affordable housing without considering alternative funding options and models for delivering housing, and warned of the challenge facing the Council in delivering the affordable housing identified within the Local Development Plan (LDP).

He called on the Council to support the rent proposals as set out by the Administration.

The Administration proposals were seconded by Councillor Day.

(b) Presentation by the SNP Group

Councillor Currie presented the SNP Group housing budget to the Council. He made reference to the progress made in delivering new Council housing and the modernisation programme between 2007 and 2012 and expressed a view that this progress had not continued under the current Administration. He pointed out that due to policy decisions made by the Administration, the number of kitchen and bathroom completions in Council homes had fallen, and claimed that the number of new house completions had also decreased. Councillor Currie advised that the SNP would invest £10 million per year to modernise kitchens, bathrooms and provide adaptations. He also called on the Council to make a case to the Scottish Government for additional funds to deliver the housing required to meet the demand, and suggested that the adjusting the debt ratio should be considered in order to deliver additional housing.

The SNP Group proposals were seconded by Councillor McLeod.

(c) Debate and Decision

Following the presentations, a full debate took place.

Councillor Berry opened the debate by commenting that 4.3% was a reasonable rent increase, especially considering the quality of the Council's housing stock and the fact that East Lothian still had one of the lowest rent levels in Scotland. Whilst accepting that the Administration's extensions programme was welcomed by some families, he believed that this was not an efficient use of funds. He advised that he would be supporting the SNP's proposals.

Councillor Innes mentioned the difficulties experienced by housing associations in borrowing money to finance housing programmes and suggested that the Scottish Government could do more to assist. He also pointed out that the Council needed to reduce capital expenditure due to the difficult economic climate and the limit on the income to debt ratio.

Councillor McAllister referred to a number of positive reforms introduced by the Scottish Government and also to the problems experienced by tenants with the introduction of the spare room subsidy.

Summing up, Councillor Currie remarked that there was a lot of common ground on housing issues. However, he argued that investment in repairs over a 5-year period would eventually result in a decrease in the cost of repairs. He anticipated that the enactment of the Housing Bill would have potential benefits in future years.

Councillor Hampshire advised that a survey of the Council's housing stock was currently underway which would inform the Council as to the progress made towards meeting the SQHS by 2015. He explained that the investment programme would take account of the modernisation programme and that sites that provided the best value for money would be identified for new housing.

The Provost then asked the Council to move to the vote.

The HRA budget proposals of the SNP Group for 2014/15 to 2018/19 were put to the vote.

For:	9
Against:	13
Abstentions:	1

The SNP Group's proposals therefore fell.

The HRA budget proposals of the Administration for 2014/15 to 2018/19 were put to the vote.

For:	13
Against:	8
Abstentions:	2

The HRA budget as proposed and seconded by the Administration was therefore carried.

Decision

The Council agreed to approve the rent proposals as presented by the Administration and increase Council house rent levels by 4.3% in 2014/15.

5. COUNCIL TAX PROPOSALS 2014/15 to 2016/17

(a) Presentation by the Administration

Councillor Innes presented the Administration's budget proposals, thanking the Chief Executive, the Council Management Team and Finance officers for their assistance during the process. Members joined Councillor Innes in paying tribute to Anthony Gillespie, who would soon be leaving the Council to take up another post.

Councillor Innes referred to decisions made at the budget-setting meeting in 2013, which had resulted in almost 100 staff leaving the Council through the Voluntary Early Release Scheme (VERS) and the use of reserves at a level that was lower than planned. He thanked staff for their commitment during these challenging times.

Councillor Innes highlighted a number of serious financial challenges facing the Council, including increased pension costs, pay increases and the zero waste directive, and argued that the Council Tax freeze had not been fully funded, which would result in further financial pressures.

Councillor Innes announced that difficult decisions were necessary to ensure the Council's financial recovery and safeguard jobs and services. He criticised the SNP Group's proposals in relation to a number of services and town centre regeneration and called on the Council to support the Administration's proposals.

The Administration proposals were seconded by Councillor Veitch, who drew particular attention to the following proposals:

- £50,000 investment to support local enterprise and business start-ups
- £300,000 per year to fund parking improvements
- over £21 million of capital expenditure on the roads network between 2013 and 2017
- increased funding for day centres
- £50,000 fund for village halls
- investment of £98,000 in supported bus services
- a financial contribution towards the cost of a railway station at East Linton

Councillor Veitch thanked officers involved in assisting Members during the budget process and thanked Councillor Innes for his role in bringing the Administration's proposals together.

(b) Presentation by the SNP Group

Councillor Currie set out the budget proposals of the SNP Group. He highlighted the importance of sharing services with other councils and effective workforce management in order to protect frontline services, and stated that the SNP would provide a guarantee that there would be no compulsory redundancies. He drew attention to the key proposals of his Group:

- offer the Lothian Racing Syndicate the opportunity to purchase the lease to operate Musselburgh Racecourse, at market value
- invest £4 million in the regeneration of towns, including £1 million to regenerate Musselburgh town centre, and the creation of town centre manager posts
- establish a £1 million fund to buy empty high street shops to rent out to new businesses
- £500,000 investment in Prestongrange Museum
- £1 million to deliver Port Seton Sports Hall
- over £1 million to develop a new community centre in Whitecraig
- the creation of a local nature reserve at Musselburgh Lagoons
- investment of £8.7 million in town and coastal flood prevention measures over the next 7 years
- creation of a third sector hub in Musselburgh
- prioritising services for children, the elderly and the disabled

The SNP Group proposals were seconded by Councillor MacKenzie. Councillor MacKenzie highlighted proposed additional levels of investment in Children's Wellbeing, including the proposed appointment of 2 additional Family Support Worker posts. He expressed his

concern at a decision of the Committee on Management Resources in relation to promoted posts in primary schools and announced that the SNP Group would overturn this decision. He also noted that the results of the DSM review and secondary roll changes would be delayed, and that funding would be provided for free school meals for some children in a number of primary schools.

(c) Debate and Decision

Following the presentations, a full debate took place.

Councillor Akhtar set out the Administration's proposals as regards Education and Children's Wellbeing, highlighting in particular the continuation of funding for Place2Be, Support from the Start, More Choices More Chances, and Parent Councils. In relation to promoted posts within primary schools, Councillor Akhtar informed Members that a consultation was underway and that the Administration would take account of views expressed.

On Adult Wellbeing, Councillor Grant spoke of the demands on and the challenges facing that service, and stated that it would not be possible to invest the amount of money intended for this service. He did, however, advise that investment in the following areas would continue: learning disabilities; older people; support for young people with complex needs entering adulthood; partnership working with Alzheimers Scotland; day centres; mental health services; and telecare equipment. He also pointed out that investment figures for Years 2 and 3 had been omitted from the proposals due to ongoing service transformation work. He noted that the Health and Social Care Partnership legislation would be implemented by 2016/17, which would enable the Partnership to provide services in different ways and provide better outcomes for service users. He remarked that the SNP's proposals for Adult Wellbeing were optimistic in terms of how services would be funded, and expressed concerns at their proposals to outsource domiciliary care services.

As Cabinet Spokesperson for Community Wellbeing, Councillor Day drew attention to the progress made as regards the delivery of 3G sports pitches, the Active Schools agenda and Enjoy Leisure. On Community Learning and Development, he advised that the implementation of cluster management committees would safeguard frontline services. He highlighted a number of successful projects, including diversionary youth work, the Special Needs Playscheme, and the Duke of Edinburgh Award Scheme. He paid tribute to the contribution and commitment of volunteers involved in community work. Councillor Day also made mention of changes within Cultural and Library services.

Councillor Trotter argued that the proposals submitted by the SNP Group would help protect frontline services, as well as tackling a number of important issues, such as town centre regeneration, traffic warden services and flood prevention.

Councillor McLeod welcomed the SNP's proposals in relation to town centre regeneration, the reinstatement of free school meals in a number of areas and the incentive scheme to help the long-term unemployed.

As regards Economic Development and Tourism, Councillor McMillan commented on the commitment of the Council, through East Lothian Works and the Business Gateway, as well as the Sustainable Economy Partnership, to increase economic growth and employment. He also voiced his disappointment at decisions made by the Scottish Government to close Haddington Sheriff Court and not to support upgrading the A1 between East Lothian and the English border.

Responding to comments made by Councillor Currie as regards Musselburgh Racecourse, Councillor Caldwell questioned the valuation of the lease as presented by the SNP Group. He pointed out that there was no guarantee that the Lothian Racing Syndicate would be in a

position to buy the lease to operate the Racecourse, in which case it would need to be placed on the open market. Councillor Caldwell reminded Members that the Council had made significant investment in the Racecourse, which was considered to be one of the best small racecourses in the country, and believed that it was unlikely that a private owner would be prepared to commit to a similar level of investment, which would result in a reduction in prize money and a decrease in the number of owners bringing their horses to Musselburgh.

Councillor Hampshire made reference to the Voluntary Early Release Scheme, which had resulted in a number of long-serving and experienced staff leaving the Council, and praised the efforts of staff in continuing to deliver services whilst the organisation was undergoing major change. He argued that the Administration's budget proposals would protect key services and claimed that the SNP Group's proposals would result in reductions in staffing in areas such as Planning, Transportation, Waste Services and Landscape & Countryside. Councillor Hampshire reported that the Council would be introducing a weekly food waste collection and would be considering changes to the weekly green bin collection. He also mentioned that the Council would implement parking charges at coastal car parks, the income from which would be reinvested in parking and visitor facilities.

Councillor Brown welcomed the SNP Group's proposals to protect Education services, in particular the reintroduction of free school meals for P1-3 pupils in some areas, and the retention of promoted posts in primary schools. He also welcomed the proposed delivery of a new sports facility in Port Seton and the additional funding to improve town centres.

Councillor Berry remarked that the Administration had not set out in enough detail the proposals contained in their budget, and expressed his disappointment at the quality of the debate. He defended the SNP's proposals to appoint town centre managers and their economic development plans. He compared a number of aspects of both budgets, pointing out that the SNP was proposing to spend more on Education, Children's Services and Economic Development in Year 1. Councillor Berry also suggested that the Council could raise income from facilities such as ice-cream kiosks.

Councillor McNeil expressed concern at the SNP's proposed level of staff cost savings. Referring to the SNP proposals to invest in Musselburgh Lagoons, he noted that discussions with Scottish Power were still ongoing. He also criticised the SNP's plans to purchase empty shop units and appoint town centre managers.

Councillor Goodfellow pointed out that the budget proposed by the Administration would result in savings of almost £1 million in debt charges. He also remarked that the SNP's proposals would not provide any investment in sea defences in North Berwick, despite the damage done by storms in recent years. On Area Partnerships, he noted that the SNP proposals concentrated on towns, adding that in North Berwick Coastal Ward, 50% of residents lived outwith the town and that any funding should be spread across the whole partnership area. Councillor Goodfellow also mentioned parking problems across East Lothian's and the need to invest in parking facilities in all areas where these problems existed.

Councillor McAllister claimed that the SNP's budget proposals focused on the right priorities – protecting the vulnerable and infirm, and enhancing the life of East Lothian's citizens. He paid tribute to the work of the Council's staff and those working in the Third Sector. He also expressed concern at the ongoing cost of the Council's PPP contract.

Summing up, Councillor Currie argued that the Labour Group had reneged on their manifesto commitments, particularly in relation to investment in the Education service. He stated that the SNP would protect promoted posts within primary schools. He also expressed concern at the Administration's proposed reduction in funding to Enjoy Leisure, and disagreed with comments made by Administration Members in relation to Economic

Development and Musselburgh Racecourse. He concluded his presentation by declaring that the SNP's proposals would protect vulnerable people in East Lothian and would also create jobs within the local economy. He recommended the SNP Group's budget to the Council.

Councillor Innes criticised proposals by the SNP Group to reduce the Council's staffing budget by £6 million. He reminded Members that the previous Administration had introduced the proposal to remove principal teacher posts in 2012, and that the current Administration was consulting on this issue prior to taking a decision. He called on Councillors to support the Administration's budget.

The Provost then asked the Council to move to the vote.

The budget proposals of the SNP Group were then put to the vote.

For: 9
Against: 13
Abstention: 1

The SNP Group's proposals therefore fell.

The budget proposals of the Administration were then put to the vote.

For: 13
Against: 9
Abstention: 1

The budget as proposed and seconded by the Administration was therefore carried.

Decision

The Council agreed to approve the budget proposals as presented by the Administration.

Signed

Provost Ludovic Broun-Lindsay
Convener of the Council



**MINUTES OF THE MEETING OF
EAST LoTHIAN COUNCIL**

**TUESDAY 25 FEBRUARY 2014
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON**

1b

Committee Members Present:

Provost L Broun-Lindsay (Convener)	Councillor W Innes
Councillor S Akhtar	Councillor M Libberton
Councillor D Berry	Councillor P MacKenzie
Councillor S Brown	Councillor F McAllister
Councillor J Caldwell	Councillor P McLennan
Councillor S Currie	Councillor K McLeod
Councillor T Day	Councillor J McMillan
Councillor A Forrest	Councillor J McNeil
Councillor J Gillies	Councillor T Trotter
Councillor J Goodfellow	Councillor M Veitch
Councillor D Grant	Councillor J Williamson
Councillor N Hampshire	

Council Officials Present:

Mrs A Leitch, Chief Executive
Mr A McCrorie, Depute Chief Executive (Resources and People Services)
Ms M Patterson, Depute Chief Executive (Partnership and Community Services) and Monitoring Officer
Mr D Small, Director of East Lothian Health & Social Care Partnership
Dr R Jennings, Head of Development
Mr J Lamond, Head of Council Resources
Mr T Shearer, Head of Policy & Partnerships
Ms P Bristow, Communications Officer
Mr J Coutts, Service Development & Support Manager (Housing)
Ms F Currie, Committees Assistant (for Item 1)
Mr K Dingwall, Principal Planner (for Item 1)
Ms M Ferguson, Service Manager, Legal Services
Mr M Greenshields, Transportation Planning Officer (for Item 1)
Ms K Maguire, Service Manager, Corporate Finance
Ms C McCorry, Service Manager, Community Housing
Mr D Russell, Corporate Communications Manager
Ms A Smith, Committees Officer (for Item 1)

Visitors Present:

Mr Paul Scott (for Item 1)

Clerk:

Mrs L Gillingwater

Apologies:

None

Prior to the commencement of business, the Provost announced that this was David Russell's final Council meeting. He advised that Mr Russell had served as the Council's Corporate Communications Manager for many years and described him as an "indispensable" member of staff. Councillor Innes added that Mr Russell had served the Council very well and had been completely committed to his job. All those present at the meeting wished Mr Russell well.

1. DETERMINATION HEARING: PLANNING APPLICATION 13/00800/PPM – PLANNING PERMISSION IN PRINCIPLE FOR MIXED USE DEVELOPMENT COMPRISING RESIDENTIAL HOUSES AND FLATS, BUSINESS (CLASS 4) WITH ASSOCIATED DEVELOPMENT AT AND 2 VEHICULAR ACCESSES ON LAND WEST OF GATESIDE ROAD, HADDINGTON

Declaration of Interest: Councillor Trotter declared an interest as an employee of Persimmon Homes and left the Chamber for the duration of this item.

A report was submitted by the Depute Chief Executive (Partnerships and Community Services) advising that a Pre-determination Hearing is mandatory where a planning application is made for a major development that is significantly contrary to the development plan and therefore had to be determined by a meeting of the full Council.

The report advised that, as this application site was greater than 2 hectares and the principle of development was for more than 50 houses, the proposed development was, under the provisions of the Town and Country Planning (Hierarchy of Developments) (Scotland) Regulations 2009, defined as a major development. Furthermore, in being on land allocated by the adopted East Lothian Local Plan 2008 for economic development purposes, the proposed development was significantly contrary to Proposal BUS6 and Policy BUS1 of the Local Plan.

The Principal Planner, Keith Dingwall, presented the report, which gave a full description of the site, the development proposal and summaries of the development plan policies and other material considerations, consultation responses and public representations.

Mr Dingwall proposed that a further condition should be added to those listed in Appendix 1 to the report, as set out below:

[Condition 8] The details to be submitted pursuant to condition 1 above shall include the submission of a Flood Risk Assessment. The Assessment shall take into account the risk and impact of flooding on the site, and take into consideration how the development may affect flooding in the local area. It shall also recommend any mitigation measures that are required to overcome any identified flood risk.

Reason: To limit the risk of flooding by ensuring the provision of a satisfactory means of flood management for the site.

In response to a question from Councillor Goodfellow as regards the speed limit on the B6471, Mr Dingwall advised that colleagues in Transportation had not raised concerns. Marshall Greenshields, Transportation Planning Officer, added that the proposed development would not be accessed directly from that road.

Councillor Berry asked why the additional proposed condition was necessary, given that SEPA had not objected to the application. Mr Dingwall explained that, for large housing developments, the Council consulted not only SEPA, but also the Council's Senior

Structures Officer. He advised that the Senior Structures Officer had considered that a flood risk assessment was required, and had requested that it be carried out prior to the determination of the application. However, he had since confirmed that he was satisfied that the assessment could be completed following determination.

Mr Dingwall provided an explanation of Class 4 and Class 5 business use, noting that the business component of this development would be designated as Class 4.

Councillor Hampshire spoke in support of the application, considering that the proposed development would be a good use of that site. He asked for advice in relation to the applicant's proposed change to the number of housing units from 60 to 66. Mr Dingwall recommended that Members should accept the limit of 60 housing units and, should planning permission in principle be granted, the applicant could apply at a later date to increase the number of units on the site. He advised that if the applicant was minded to insist on the higher number of units, it would not be competent for the Council to make a determination at this meeting, as further assessment work would be required. He noted that should this be the case, it may be possible to report back to Council in April. He stated therefore that the Council had two options: to continue the application to allow for the further assessment work on the higher number of housing units to be undertaken, or to make a decision based on 60 housing units. He added that the applicant's preference was to continue the application, as there would be no significant effect on the development timescales.

Councillor Currie proposed that the Council should determine the application at this meeting and allow the applicant to submit an amendment at a later date, which could be considered under delegated powers to officers. Mr Dingwall noted that such an amendment to the proposals could be dealt with under delegated powers so long as there were no objections to the increase in housing units.

Councillor Innes urged Members to determine the application based on the recommendations as set out in the report.

Councillor McMillan declared that he would be supporting the application, and welcomed the proposed timescales for the development, as set out by the applicant.

Councillor Berry also spoke in favour of the application. He did have some concerns as regards the reduction in business space, but welcomed the proposed housing development. He commended officials for their work on the application.

Councillor Goodfellow submitted an amendment, proposing that the application should be continued on the basis that the public would expect the Council to take the decision on the higher number of housing units, rather than it being taken under delegated powers. As he had no seconder, his amendment fell. The Provost advised that members of the public would have the opportunity to object to any application for additional housing units, in which case, it would be for the Council to determine, rather than officers.

The Provost moved to the vote on the recommendation to grant planning permission in principle, with the inclusion of the additional condition (Condition 8), as advised by Mr Dingwall.

Decision

The recommendation that planning permission in principle should be granted received 21 votes in favour, with no votes against and 1 abstention. The Council therefore agreed to grant planning permission in principle subject to:

1. The satisfactory conclusion of an Agreement under Section 75 of the Town and Country Planning (Scotland) Act 1997 designed to secure:

(i) from the applicants a financial contribution to the Council of £138,104 (£2,301.73 per unit) towards the provision of additional school accommodation at Haddington Infant School and Knox Academy, as identified by the Council's Depute Chief Executive (Resources and People Services);

(ii) the provision of 15 affordable housing units within the application site or if it can be demonstrated to the Council that this, or the off-site provision of 15 affordable units is not practicable, to secure from the applicants a commuted sum payment to the Council in lieu of such an on or off-site provision;

iii) that 0.96 hectares of the site be retained as a business park, for class 4 business use and that an application for matters specified in conditions relating to the development of the business units on the business park site be submitted by the applicant at the same time as the first approval of matters specified in conditions for housing on the site;

iv) that the applicants service (including an access and circulation road, footpaths, lighting and utilities) a site extending to not more than 0.5 hectares, located on the eastern side of the overall business park site ("the eastern business site"), and service that site at the same time as the servicing of the housing site;

v) that the applicants work collaboratively with East Lothian Council's Economic Development and Estates units to prepare, agree and implement a Marketing Strategy for the business units; and

vi) that construction of the business units be commenced by the applicant within a period of 3 years from either the date development commences in respect of the residential element of the application site or 1st September 2014, whichever is the earlier, and if this is not the case then the title of the land of the eastern business site be transferred to the Council at no cost to the Council. Thereafter, if the Council has not commenced development of the business units within 24 months then the title of the land of the eastern business site will revert to the applicants at no cost to the Council.

2. The following conditions:

1 The submission for approval of matters specified in conditions of this grant of planning permission in principle in accordance with the timescales and other limitations in section 59 of the Town and Country Planning (Scotland) Act 1997 (as amended) shall include details of the siting, design and external appearance of the residential units and the business units, the means of access to them, the means of any enclosure of the boundaries of the site and the landscaping of the site; and those details shall generally accord with the Indicative Master Plan and Masterplan Document docketed to this planning permission in principle, as informed and modified by a tree constraints plan for the site in accordance with BS5837:2012 "*Trees in relation to design, demolition and construction ~ Recommendations*", and shall address the following requirements:

a. The houses shall in no case be higher than two storeys in height.

b. Other than in exceptional circumstances where the layout or particular building type does not permit, houses should be orientated to face the street.

c. Notwithstanding that shown in the Indicative Site Layout Plan docketed to this planning permission in principle there shall be no integral garages, unless it can be justified as an exceptional design feature, or where the house and garage would not be on a primary street frontage.

d. The external finishes of the residential units shall be in accordance with a co-ordinated scheme of materials and colours that shall respect the layout of the development and shall promote render as the predominant finish to the walls of the residential units.

e. There shall be at least a 9 metres separation distance between the windows of a proposed new building and the garden boundaries of neighbouring residential properties and an 18 metres separation distance between directly facing windows of the proposed new building and the windows of existing or proposed neighbouring residential properties.

f. Parking for both the business and the housing development hereby approved shall be provided at a rate as set out in the Council's Standards for Development Roads – Parking Standards.

g. A continuous 2 metre wide footway shall be provided along the full eastern boundary of the site from the junction of Gateside Road with the B6471 road, up to and including the existing Toucan Crossing (i.e. signal controlled crossing at railway walk) on Gateside Road.

h. At least two sets of dropped kerb pedestrian crossings shall be provided over Gateside Road to enable all pedestrians to cross the road at appropriate locations. These shall be provided on the southern side of the proposed residential access (but to the north of Knowesley Park). An additional crossing shall be provided to the south of the proposed business access.

i. Cycle parking shall be provided in accordance with the East Lothian Council's Standards for Development Roads.

j. Visibility splays of 2.5 metres by 70 metres shall be provided and maintained at the site access to both the residential and business sites. No obstruction shall lie within the splays above a height of 1.05 metres above the adjacent carriageway surface.

k. The internal layouts for the business and housing areas shall be designed in accordance with East Lothian Council's Standards for Development Roads. (including street lighting provision) and the internal layout for the housing area shall accord with the Council's Design Standards for New Housing Areas. They shall also be designed with due regard to a vehicle track/swept path analysis, which shall be undertaken for both sites to ensure that the large design rigid can manoeuvre through both the business site and the housing site. For the avoidance of doubt the dimensions of this vehicle is 2.5m wide and has a 6.1m wheelbase within an overall vehicle length of 10m.

l. Pedestrian and cycle access shall be maximised throughout the site and connect to existing or future infrastructure.

Reason:

To enable the Planning Authority to control the development in the interests of the amenity of the development and of the wider environment.

2. No more than 60 residential units are approved by this grant of planning permission in principle.

Reason:

To ensure that there is sufficient education capacity.

3. No development shall take place until there has been submitted to and approved in writing by the Planning Authority a scheme of landscaping. The scheme shall provide details of: the height and slopes of any mounding on or recontouring of, the site; tree and shrub sizes, species, habitat, siting, planting distances and a programme of planting. The scheme shall include:

a. a tree constraints plan for the site to include all existing trees on the site, details those to be removed, the root protection areas for all trees to be retained in accordance with BS5837:2012 "*Trees in relation to design, demolition and construction ~ Recommendations*" and the location of temporary protective fencing for the retained trees and with details of tree protection measures during construction;

b. additional tree planting, including larger species trees such as oaks, to the existing line of small species trees along the southern boundary and to tie in with the site boundaries.;

c. tree planting to either side of the vehicular accesses to the site to mitigate for the tree removal and enhance the entrance into the development;

d. a management plan for the communal open spaces, tree planting and woodland areas to ensure the future establishment and maintenance of the site.

All planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the occupation of the buildings or the completion of the development, whichever is the sooner, and any trees or plants which within a period of five years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the Planning Authority gives written consent to any variation.

Reason:

In order to protect trees on the development site and ensure the implementation of a landscaping scheme to enhance the appearance of the development, in the interests of the amenity of the area.

- 4 A consultants report to include assessments of: (i) noise and lighting associated with use of the proposed business units and of any impact of such noise and lighting on the housing development of the remainder of the site; and (ii) any mitigation measures considered necessary to achieve satisfactory levels of amenity for the occupiers of a residential development of the site shall be submitted to and approved by the Planning Authority prior to the commencement of development. Any identified mitigation measures shall be fully undertaken prior to the occupation of any residential unit built on the site.

Reason:

To ensure that the future occupants of any of the residential units benefit from a satisfactory level of amenity.

- 5 No development shall take place until the applicant has, through the employ of an archaeologist or archaeological organisation, secured the implementation of a programme of archaeological work on the site of the proposed development in accordance with a written scheme of investigation which the applicant will submit to and have approved in advance by the Planning Authority.

Reason:

To facilitate an acceptable archaeological investigation of the site.

- 6 No residential or business unit shall be occupied unless and until details of artwork to be provided on the site or at an alternative location away from the site have been submitted to and approved by the Planning Authority. The details shall include a timetable for the provision of the artwork. The artwork shall thereafter be provided in accordance with the details so approved.

Reason:

To ensure that artwork is provided in the interest of the visual amenity of the locality or the wider area.

- 7 Details of the proposed integrated sustainable urban drainage scheme (SUDS) for the application site shall be submitted to and approved in writing by the Planning Authority.

The integrated sustainable urban drainage scheme (SUDS) for the application site shall thereafter be fully implemented in accordance with the details so approved.

Reason:

To ensure the provision of a satisfactory sustainable urban drainage scheme for the application site.

8. The details to be submitted pursuant to Condition 1 above shall include the submission of a Flood Risk Assessment. The Assessment shall take into account the risk and impact of flooding on the site, and take into consideration how the development may affect flooding in the

local area. It shall also recommend any mitigation measures that are required to overcome any identified flood risk.

Reason:

To limit the risk of flooding by ensuring the provision of a satisfactory means of flood management for the site.

Sederunt: Councillor Trotter returned to the Chamber.

2. COUNCIL AND COMMITTEE MINUTES FOR APPROVAL

The Minutes of the Council meeting specified below were submitted and approved:

East Lothian Council – 17 December 2013

Matter arising – Councillor Currie asked for an update in relation to the decision of Police Scotland to remove the traffic warden service. The Chief Executive explained that discussions with Police Scotland were ongoing and that officers were considering options, which would be presented to Cabinet in March. Councillor Veitch reminded Members that Police Scotland had not given sufficient notice of their proposals to remove this service and called on SNP Members to raise this issue with their colleagues in the Scottish Government.

3. COUNCIL AND COMMITTEE MINUTES FOR NOTING

The Minutes of the Council and Committee meetings specified below were noted:

East Lothian Partnership – 30 September 2013

Local Review Body (Planning) – 28 November 2013

Petitions Committee – 12 December 2013

4. TREASURY MANAGEMENT STRATEGY 2014/15 – 2016/17

A report was submitted by the Depute Chief Executive (Resources & People Services) seeking approval of the Treasury Management and Investment Strategies for 2014/15 to 2016/17.

The Head of Council Resources, Jim Lamond, presented the report, advising that the figures contained within the report and supporting strategy document reflected the budget decisions taken by Council on 11 February 2014. He drew attention to the key aspects of the report and advised Members that reports on treasury management would be lodged in the Members' Library on a quarterly basis, with an annual report to be presented to the Audit & Governance Committee.

Councillor Berry commented on the distinction between General Services debt and Housing Revenue Account (HRA) debt, in that the HRA was largely self-financing. Mr Lamond reminded Members provisions within the recently approved Financial Strategy that set a debt to income ratio limit of 40% on the Housing Revenue Account, noting that it was not sustainable for debt levels to continue increasing.

In response to comments made by Councillor Berry as regards 'under borrowing', Mr Lamond advised that the Council had reserves which provided an opportunity to make choices in treasury management terms. He added that, in the short term, it made sense for

the Council to draw on its reserves rather than borrowing, but that this would not be sustainable in the longer term, in light of decreasing reserves. He noted that the Council's strategy on under borrowing was common practice amongst Scottish local authorities and had been supported by the Council's externally appointed treasury management advisors.

Councillor Berry also asked for clarification on the how the PPP contract was reflected within these figures. Mr Lamond advised that these were contained within the reported figures and were classed as Other Long Term Liabilities to Council on 11 February 2014.

Councillor Innes welcomed the report, remarking that the Council performed very well in treasury management terms. The report was also welcomed by a number of other Members.

Decision

The Council agreed:

- i. to note the Treasury Management Strategy, as detailed in Section 3.4 of the report;
- ii. to note the Investment Strategy, as detailed in Section 3.19 of the report;
- iii. to approve the authorised limits for external debt, as detailed in Section 3.13 of the report;
- iv. to approve operational boundaries for external debt, as detailed in Section 3.15 of the report;
- v. to approve the delegation of authority to the Head of Council Resources to effect movement between external borrowing and other long-term liabilities, as detailed in Section 3.16 of the report; and
- vi. to approve the detailed Treasury Management Strategy Statement (Ref: 24/14 in the Members' Library).

Sederunt: Councillor Libberton left the meeting.

5. RATIFICATION OF SESPLAN BUDGET 2014/15

A report was submitted by the Depute Chief Executive (Partnerships & Community Services) seeking approval of the decision of the SESplan Joint Committee to approve SESplan's Operating Budget for 2014/15.

The Head of Development, Richard Jennings, presented the report, advising that the Council's contribution to SESplan for 2014/15 would remain at the same level as last year. He added that SESplan officers were continuing to look at ways of reducing their operating costs.

In response to a comment from Councillor McMillan as regards SESplan's office relocation, Dr Jennings advised that the new office would need to be accessible by train by all the partner authorities.

Decision

The Council agreed to approve SESplan's Operating Budget for 2014/15.

6. HOUSING ALLOCATIONS POLICY REVIEW 2013/14

A report was submitted by the Depute Chief Executive (Partnerships & Community Services) seeking approval of a new Housing Allocations Policy prior to implementation, and explaining the background to, methods undertaken, and the key outcomes of the review.

The Service Manager – Community Housing, Caitlyn McCorry, presented the report, advising of the consultation process and its findings, and of the key outcomes of the review. She noted that the policy would be reviewed after one year.

In response to a question from Councillor Goodfellow as regards the offer process, Ms McCorry and Mr Coutts (Service Development & Support Manager) advised that the process set out in the report would encourage people to be re-housed as quickly as possible, it would be easier for applicants to understand, and it would be managed more effectively. She confirmed that this change to the policy was compatible with homelessness legislation.

Councillor Hampshire welcomed the report, in particular the recommendations in relation to ground floor properties.

Whilst recognising that the offer process was often a challenging issue, Councillor Currie spoke in support of the proposed changes. He mentioned the need to provide applicants with advice on other housing options.

Councillor Berry advised that, although he would support the report recommendations, he had concerns about the Council's ability to build sustainable communities and proposed that local connection should be given priority.

Councillor Innes stated that the revised policy would assist the Council in establishing local letting plans and expected further reports on local letting plans to come forward within a year. He also suggested that further work was required to tackle problems with overcrowding.

Councillor Grant voiced his concern as regards the proposed change for people being discharged from prison, remarking that they were less likely to re-offend if they were offered housing.

Decision

The Council agreed:

- i. to approve the Draft Housing Allocations Policy prior to implementation, noting that the Policy had been lodged in the Members' Library (Ref: 23/14);
- ii. to approve the implementation date of 1 April 2014;
- iii. to note that the consultation process undertaken meets the Council's legal requirements as set out by the Housing (Scotland) Act 2001 and also reflects good practice; and
- iv. to note that the policy aspect relating to Registered Social Housing Tenants would follow later in the year after further discussion with the Council's Housing Association partners.

7. AMENDMENTS TO STANDING ORDERS – SCHEME OF ADMINISTRATION AND SCHEME OF DELEGATION

A report was submitted by the Depute Chief Executive (Resources & People Services) seeking approval of proposed changes to the Scheme of Administration and Scheme of Delegation.

The Service Manager – Legal Services, Morag Ferguson, presented the report, drawing attention to the proposed changes, as outlined in Appendices 1-3 in the report. She pointed out an additional proposed change to Appendix 3 (Section 5), seeking approval of the following amended wording: *Appointing and re-appointing curators ad litem and reporting officers.*

Councillor Currie expressed his disappointment that the Shadow Health & Social Care Partnership would not be meeting in public. He was advised that meetings would be held in private as the Shadow Partnership did not have a remit to make decisions and that meeting in public may cause confusion.

Decision

The Council agreed:

- i. to approve the proposed amendments to the Scheme of Administration, as outlined in Appendices 1 and 2 of the report;
- ii. to approve the proposed additions and amendments to the Scheme of Delegation, as amended, as outlined in Appendix 3 of the report; and
- iii. to note that the revised Scheme of Administration and Scheme of Delegation would be published on the Council's website as soon as practicable.

8. SCHEDULE OF MEETINGS 2014/15

A report was submitted by the Depute Chief Executive (Resources & People Services) seeking approval of the Schedule of Meetings of the Council, Committees and other forums for 2014/15.

The Clerk presented the report, noting that the 2014/15 Schedule would include, for the first time, meetings of the four Common Good Committees, the Shadow Community Planning Partnerships and dates of Member briefings. She proposed that the start time for the meetings of the Safe & Vibrant Communities Partnership should be 2 pm, as opposed to 3 pm.

At the request of Councillor Berry, the Clerk agreed to identify an alternative date for the first meeting of the North Berwick Common Good Committee.

Councillor Currie questioned the scheduling of Member briefings (scheduled to take place on the same day as Cabinet), as not all Members attended Cabinet and may not be available. The Chief Executive advised that efforts had been made to try and accommodate as many Members as possible.

Decision

The Council agreed to approve the proposed Schedule of Meetings for 2014/15, noting the change of start time for meetings of the Safe & Vibrant Communities Partnership and that

there would be a change of date for the first meeting of the North Berwick Common Good Committee.

9. SUBMISSIONS TO THE MEMBERS' LIBRARY, 5 DECEMBER 2013 – 12 FEBRUARY 2014

A report was submitted by the Depute Chief Executive (Resources & People Services) advising of the reports submitted to the Members' Library Service since the last meeting of the Council, as listed in Appendix 1 to the report, into the Council's business.

Decision

The Council agreed to record the reports submitted to the Members' Library Service between 5 December 2013 and 12 February 2014, as listed in Appendix 1 to the report, into the Council's business.

At the conclusion of the meeting, the Provost advised that Councillor Currie had called for the inclusion of an additional item of business, relating to correspondence between the Scottish Finance Minister and CoSLA. The Provost ruled it out on the basis that it was not an urgent matter; however, Councillor Innes requested that Councillor Currie be permitted to set out his reasons why the matter should be considered at this meeting.

10. URGENT ITEM OF BUSINESS – COSLA

Councillor Currie referred to a letter from John Swinney, Finance Minister, to the President of CoSLA and all Scottish council leaders, which had been issued on 21 February 2014, and which related to the decision by CoSLA not to operate its normal funding formula for Scottish local authorities. Councillor Currie advised that an urgent discussion was required on the grounds that councils had not previously been given sufficient details and that there may be further discussion on the matter at the CoSLA Leaders' Meeting on 28 February as, through CoSLA, council leaders had been asked to reconsider the decision not to update the distribution formula.

Councillor Currie claimed that should the normal funding formula not be operated, the Council would stand to lose £820,000 in revenue grant funding in 2015/16. He called on the Council to urge CoSLA to reinstate the regular funding formula.

Councillor Innes stated that he would not be contesting the reasons for urgency, as set out by Councillor Currie, and that he was prepared to discuss the matter at this meeting. He explained to Members that Mr Swinney had announced that a formal consultation on this matter would take place, commencing in December 2014. He pointed out that, within CoSLA, he had argued for the regular funding formula to be operated, but when that position was not sustained, he had voted with other Labour members at the CoSLA Leaders' Meeting. He added that this matter was not on the agenda for the CoSLA meeting on 28 February, but he declared that if/when it was discussed again, he would argue in the best interests of East Lothian. He also stated that he would be prepared to challenge the Cabinet Secretary who claimed to have fully funded the Council Tax freeze, and called on his SNP colleagues to do likewise.

Councillor Veitch commented that the Conservative Group would act to secure the best deal for East Lothian and push for CoSLA to revisit its position as regards applying the funding formula in accordance with normal practice.

Councillor Currie asked Councillor Innes if he would be voting at CoSLA in favour of operating the funding formula in line with normal practice, and expressed concern when Councillor Innes did not confirm his intentions. Councillor Hampshire remarked that the Finance Minister had the authority to reverse CoSLA's decision and urged Councillor Currie to raise this matter with him.

Signed

Provost Ludovic Broun-Lindsay
Convener of the Council

MINUTES OF THE MEETING OF THE EAST LoTHIAN PARTNERSHIP

TUESDAY 21 JANUARY 2014
MUSSELBURGH PRIMARY CARE CENTRE

2a

Partnership Members Present:

Councillor W Innes, East Lothian Council (Chair) (WI)
Mrs A Leitch, East Lothian Council (AL)
Ms M Patterson, Safe and Vibrant Communities Partnership Interim Chair (MP)
Mr T Ellis, Chief Executive, National Records of Scotland, Scottish Government (TE)
Mr G Archibald, East and Midlothian Chamber of Commerce (GA)
Mr M Ash, Health & Social Care Partnership/Resilient People Partnership Chair (MA)
Professor A Gilloran, Queen Margaret University (AG)
Chief Supt J McDiarmid, Police Scotland (JMcD)
Mr P Heath, Scottish Fire and Rescue Service (PH)
Mr G Henderson, Federation of Small Businesses (GH)
Ms Z Inglis, Association of East Lothian Community Councils (ZI)
Mr D Leven, Scottish Enterprise/Sustainable Economy Partnership Chair (DL)
Mr M Ormiston, East Lothian Tenants and Residents Panel (MO)
Mr E Stark, Voluntary Action East Lothian (ES)

Others Present

Chief Inspector C Brown, Police Scotland (CB)
Mr W McQueen, Scottish Fire and Rescue Service (WM)

Officials Present:

Mr D Small, Director of Health & Social Care ELC (DS)
Mr P Vestri, Corporate Policy & Improvement Manager ELC (PV)
Ms V Campanile, Policy Officer ELC (VC)
Ms P King Development Worker, ELC ELTRP (PK)
Mrs F Stewart ELC (clerk)

Apologies:

Councillor M Veitch
Councillor S Currie
Mr G Warner, NHS Lothian
Mr A McMahon, NHS Lothian

1. WELCOME

Councillor Innes welcomed everyone to this, the third, meeting of the East Lothian Partnership and remarked upon the excellent facilities provided here at the Musselburgh Primary Care Centre.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the East Lothian Partnership meeting on 30 September 2013 were approved.

Point of Clarification

For Members' information, Peter Heath referred to Item 7 (AOB) and advised that, in line with Government policy, there would be no compulsory redundancies at the Scottish Fire Service in Gullane.

3. MATTERS ARISING

Paolo Vestri provided an update on the Citizen's Panel. He stated that a decision had been made to proceed with plans for the Panel and a broad timetable would be agreed between the participating partners at a meeting next week. The recruitment of panel members would commence soon.

Veronica Campanile advised that a meeting for members of this Partnership and the 3 Supporting Partnerships would be held on the morning of Thursday 27 February 2014 to discuss the Main Issues Report, prior to the document being finalised.

THE EAST LOTHIAN PLAN (SOA) 2013

4. JOINT RESOURCING

Angela Leitch introduced the report, recalling that partners had discussed at the last meeting how they could collectively align their budgets. As Council Chief Executive, she had written to eight of the East Lothian partners in December, providing detailed information about the Council's current year's budget, 3-year financial strategy and planned 2014-15 budget. Partners were invited to comment and exchange information where possible. She also reported that a letter and an update had been received from the National Community Planning Group (NCPG) highlighting progress of other community planning partnerships throughout the country.

Paolo Vestri summarised the report, highlighting the main issues (paragraph 3.7) and outlining a proposed series of actions to take the commitment to Joint Resourcing forward. These actions included supporting the development of an East Lothian Partnership Joint Asset Plan and the Total Place pilot to quantify the resources and assets that the Community Planning partners 'invest' in the joint Musselburgh Wards.

Key points

- Written responses to the Council Chief Executive's letter had been received from 5 partners
- The different budget setting timetables and procedures followed by partners made sharing budget, investment and resource planning information at an early stage in the decision making process, difficult
- Key partners are national agencies with Business Plans and budgets set at a national level to meet nationally determined priorities, not local ones

Comments

- PH reassured partners that the SFRS commitment to East Lothian would continue. A key benefit of his post was that he can draw on resources throughout Scotland for the benefit of East Lothian.
- MA had found the papers from the National Community Planning Group very helpful. He stressed that assets were not only budgets but also workforce and property.
- PV hoped that an Asset Group could be established quickly as most partners had nominated a representative to the group that will be chaired by the Council's Service Manager – Strategic Asset and Capital Plan Management.
- JMcD stated that, with the resources at her disposal, she can contribute to the Total Place pilot but not the physical assets work
- AL stated that groups of people needed to be targeted and supported more effectively by re-aligning resources, and different interventions needed to be considered.
- TE welcomed suggestions to look at the broader picture and stressed the need to keep budgets under review and focus on objectives.
- AL stated that, as public sector budgets will get tighter, it is important to start now to plan for changes and be more innovative
- JMcD suggested a one-off workshop focussing on youth unemployment and positive destinations. This suggestion was approved
- MA stated that he would find it useful to have some mapping done of different budgets in anticipation of 2015/16
- WI stated that, while finances were important, they should be committed to delivering an objective. It was vital to deliver on priorities.

Decision

The Partnership agreed to:

- Consider the responses received to date to the request to provide information about their 2014/15 budget preparations and discuss how partners' budget will support the delivery of the SOA

- Support the development of an East Lothian Partnership Joint Asset Plan
- Support the Total Place pilot to quantify the resources and assets that the Community Planning partners ‘invest’ in the joint Musselburgh Wards (as set out in the report on the SOA Development Plan)
- Agree to focus on prioritising a shift in joint resources towards one key priority of reducing youth unemployment and increasing positive destinations for school leavers: and to
- Establish a Chief Finance Officers working group to report back on how the Partnership will take forward and support its commitment to joint resourcing.

5. EAST LOTHIAN STRATEGIC ASSESSMENT AND STRATEGIC OUTCOME INDICATORS

Paolo Vestri presented the report. He advised that a detailed East Lothian profile had been finalised in November but was still a live document. It will be updated as new and more up-to-date information becomes available such as the details from the 2011 census. To advance the development of a Strategic Assessment based on the East Lothian Profile, an initial Strategic Assessment has been prepared (see Appendix 1).

Key points

- The structure of the Assessment for each of the Supporting Partnership objectives was in 3 sections; Trends & Issues, Challenges and Opportunities
- Resilient People has been presented using five life stages; 0-4 yrs, 5-17 yrs, 18-24 yrs, 25-64 yrs and 65 yrs+
- The Assessment provides further detail on the key priorities that were identified in the SOA
- A draft suite of Strategic Outcome Indicators have been identified (Appendix 2) that would enable the Partnership to measure the progress on the key strategic Outcomes and also to identify specific inequalities indicators.

Comments

- WI stated that the Assessment had provided some surprising results. For example, the average Primary 1 base line scores (Page 19) appeared to suggest that the more intervention there was, the more situations can deteriorate.
- MA stated that a number of factors were not necessarily co-related. It could be that if there had been no intervention in certain matters, the situation could be yet worse or there could have been the wrong sort of intervention.
- MA stated that sizeable sums of money were invested in redressing inequalities.
- AG referred to efforts to widen access to Further Education where there was a lack of ‘joined-upness’.

- GH, noting from Appendix 1 that approximately half of East Lothian's working population commutes to Edinburgh, commented that Edinburgh benefitted from East Lothian's workforce.
- AL agreed, stating that it should be recognised that East Lothian was a major contributor to Edinburgh's economy. Equally, unemployment in East Lothian could be higher if Edinburgh was not in close proximity.
- DL stressed that the opportunities highlighted in Appendix 1 should be explored.
- WI stressed that the Major Issues Report was very important. In particular, land which could be used for housing was now so valuable that owners were not developing sites for commercial purposes. There was a need to address this.
- TE proposed tracking youth unemployment. A Prevention Plan could be remitted to the Supporting Partnerships.
- ES had found the appendices to the report very useful. In his view, there was not one single factor but a bigger issue around poverty, for example, less pay, less hours and housing changes – all affecting people's ability to cope

Decision

The Partnership agreed:

- to comment on and note the high level strategic assessment (Appendix 1)
- to forward the assessment to the three supporting Partnership for their information and comment
- to comment on and note the draft strategic outcome indicators (Appendix 2)
- to forward the draft strategic outcome indicators to the three supporting Partnerships for their comments
- to note that a report with the final recommendations for the suite of strategic outcome indicators will be presented for approval to the next meeting of the Partnership.

6. DEVELOPMENT PLAN - UPDATE

Paolo Vestri presented the report, updating the Partnership on the progress of the SOA Development Plan. He advised that the Partnership had agreed to prioritise three actions in the coming year; Development of Area Partnerships, Development of a Joint Asset Management Strategy and Piloting a 'Total Place' resource mapping exercise. Appendix 1 to the report charted the progress of the Development Plan, giving updates on the 12 Actions.

Key points

- A framework for establishing 6 Area Partnerships has been approved. The first is expected to be established by the spring and all 6 should be completed by the summer.

- The development of a Joint Asset Management Plan will be crucial to provide the Partnership with a clear understanding of the total assets available to support the delivery of the SOA.
- A small Project Board chaired by the East Lothian Chief Executive and a multi agency project team will oversee the Total Place pilot.

Comments

- AL reported that, in the recent inspections of Community Planning Partnerships, there had been an emphasis on self evaluation. She flagged up that such a framework across the Partnership had yet to be established.
- It was agreed that the Total Place pilot should cover the Musselburgh wards and that rather than attempt to map all resources across all services it should concentrate on services and resources used to support the most vulnerable children and families. It was noted that the work that the Sustainable Economy Partnership is planning to carry out to identify resources used to support employability initiatives in the Musselburgh wards would complement the Total place pilot.

Decision

The Partnership agreed to:

- note progress with the SOA Development Plan (Appendix 1)
- note the Area Partnership Framework and developments (para 3.4)
- note the establishment of the project team to develop a Joint Asset Management Plan (para 3.5); and
- agree to undertake a Total Place pilot (paras 3.6 – 3.10) in the Musselburgh wards concentrating on the service and resources used to support the most vulnerable children and families.

7. FEEDBACK ON PARTNERSHIP PRIORITIES

Paolo Vestri presented the report, updating the Partnership on the progress of a small number of priority actions in the first year to deliver the East Lothian Plan SOA 2013 Outcomes, by the component groups of the East Lothian Partnership and noting feedback on the most recent meetings of the Partnership Groups:

Safe and Vibrant Communities Partnership (11 November 2013)

Three possible priority areas for action were presented at the meeting.

- Ensuring that all partners support the development of Area Partnerships and their Area Plans to build stronger communities
- Ensuring that the Police Ward Plans (for the 7 EL Wards) reflected each community's concerns about crime and safety
- Ensuring that all Partners contributed to a preventative approach to all aspects of safety

Sustainable Economy Partnership (20 November 2013)

Five possible priority areas were discussed.

- Develop Joint Asset Management Strategy
- Transport, particularly Old Craighall Junction
- Broadband connectivity
- Pilot a Total Place/Early Intervention Model incorporating East Lothian Works approach
- Develop an enhanced proactive intervention programme

Town Centres were also a priority, particularly Dunbar.

Resilient People Partnership (20 November 2013)

Six areas of possible priority action were presented and further areas were under discussion. A small group of members and staff will bring forward proposals for key actions to the next meeting on 19 February.

Decision

The Partnership agreed the priorities already identified to date and noted that a follow up report completing the priorities will be presented to the next meeting following further consideration by the supporting Partnerships.

8. FEEDBACK ON SUPPORTING PARTNERSHIP MEETINGS

- a. The draft Minute of the Sustainable Economy Partnership of 20 November 2013 was noted.
- b. The Draft Minute of the Resilient People Partnership of 20 November 2013 was noted.
- c. The Draft minute of the Safe and Vibrant Communities Partnership of 11 November 2013 was noted.

Paolo Vestri advised that, in future, the Supporting Partnership minutes would go forward to the next ELC Cabinet meeting and the minutes of East Lothian Partnership meetings would go forward to the meeting of Full Council, placing the minutes more in the public domain.

9. ANY OTHER BUSINESS

Locality Planning

David Small, Director of Health and Social Care, advised that further guidance on the Health and Social Care Integration Scheme had been received. This included a requirement for Strategic Plan for Health and Social Care and no longer a strategic commissioning plan.

- The Strategic Plan should include locality planning with at least two localities and it was up to each Health and Social Care Partnership (H&SCP) to decide on the number of localities in total
- The H&SCP would need to have a Strategic Planning Group and membership would include one person from each locality. This matter would be discussed at the Shadow H&SCP Board meeting on 22 January before going to the next Resilient People Partnership meeting.

Mike Ash advised that a draft plan would need to be produced before this Partnership meets again.

The Chair welcomed the idea for this group and hoped that the people of East Lothian would want to become involved and feel part of such a group.

Action Point

Share by email the outcome of the locality planning discussion at the Shadow H&SCP Board with this Partnership, before the Resilient People Partnership 19 February meeting (MA & DS).

Post Meeting Note

David Small advised that Local Planning was discussed at the Shadow Health and Social Care Partnership Board on 22 January 2014. The meeting agreed in principle to support the proposition of using the six area partnerships for engagement and consultation in the development of the plan and to populate the Strategic Planning Group from the area partnerships. The meeting recognised the challenges in developing six distinct plans for health and social care at this stage of development of both the area partnerships and the health and social care partnership. The meetings discussed what issues might be different between the six area partnerships and these might include General Medical Practice growth in response to new housing and the development of day services for older people, whilst recognising these would be within an East Lothian wide framework. The issue will be discussed again at the Resilient People Partnership on 19 February.

National Community Planning Group

Veronica Campanile referred to the letter from the National Community Planning Group on the role of the Third Sector. Mike Ash welcomed these papers stating that they provided a useful steer. Tim Ellis advised that the next NCPG meeting would focus on the role of the Third Sector.

10. NEXT MEETING

The next meeting of the Partnership will take place on Tuesday 13 May 2014, 2-4pm at East & Midlothian Chamber of Commerce, Mouldsdale House, Edinburgh College, 24D Milton Road East, Edinburgh.



**MINUTES OF THE MEETING OF THE
LOCAL REVIEW BODY**

**THURSDAY 27 FEBRUARY 2014
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON**

2b

Committee Members Present:

Councillor T Day (Chair)
Councillor S Brown
Councillor J Goodfellow
Councillor J McMillan

Advisers to the Local Review Body:

Mr P McLean, Planning Adviser to the LRB
Mrs M Ferguson, Legal Adviser/Clerk to the LRB

Others Present

Mr J Lindsay, Applicant
Mr T Hardie, Agent
Ms J Mackay, ELC Media Manager

Committee Clerk:

Mrs F Stewart

Declarations of Interest

None

Apologies

None

Councillor Day, who had been elected to chair today's East Lothian Local Review Body (ELLRB), welcomed all present to the meeting.

**1. REVIEW AGAINST DECISION (REFUSAL)
PLANNING APPLICATION No: 13/00851/PP – PLANNING PERMISSION
IN PRINCIPLE FOR THE ERECTION OF ONE HOUSE AT 51 THE
VILLAGE, ARCHERFIELD, DIRLETON**

The Legal Adviser introduced the review application and outlined the procedure for today's meeting. She advised that Members had received written papers, including a submission from the Case Officer and review documents from the applicant. A site visit had also been carried out. After hearing a statement from the Planning Adviser summarising the planning policy issues, Members would decide if they had sufficient information to reach a decision today. If they did not, the matter would be adjourned for further written representations or for a hearing session. Should Members decide they had sufficient information before them, the matter would be discussed and a decision reached on whether to uphold or overturn the decision of the Appointed Officer. The Chair then invited the Planning Adviser to present a summary of the planning policy considerations in this case.

The Planning Adviser stated that the application site was part of the garden ground of 51 The Village, Archerfield and the application was seeking planning permission in principle for the erection of one house. He advised that Planning legislation requires decisions on planning applications to be taken in accordance with development plan policy unless material considerations indicated otherwise. Local Plan policy TOUR1 related specifically to the Archerfield Estate and supported the principle of high quality golf based hotel, leisure and recreation development. The Local Plan states that any new development proposed within the Estate must be consistent with policies controlling development in the countryside. The key policy in this regard was Local Plan policy DC1 which generally seeks to restrict development in the countryside to protect its character, while allowing some appropriate development. New build housing was normally only permitted where there was an agricultural or other operational requirement, or as enabling development. The site was also in a designated Area of Great Landscape Value and it included protected trees. Other relevant development plan policies were outlined including transport and parking policies as well as Scottish Planning Policy. The application had been refused by the Appointed Officer for two reasons; firstly, on the basis that there was no operational need for the proposed house and it was therefore contrary to policy DC1 and secondly, approval would set a precedent for further development of new houses at Archerfield, the cumulative effect of which would be detrimental to the character of the Village and the surrounding countryside. The Case Officer had considered the proposal acceptable in other respects, including privacy and amenity, impact on trees, traffic and road safety, noting that conditions could be imposed to control detailed matters. The applicant's request for a review had argued that the Village at Archerfield should be treated as a small village settlement, with different Local Plan policies such as DP7 used to control its development. It was further argued that policy DC1 was out of date and in need of review and that Scottish Planning Policy supports the proposals and should be accorded significant weight. It was stated that

there were no specific objections from neighbours or Consultees. The Planning Adviser then summarised consultation responses and representations. No further representations had been received in response to the Notice of Review.

The Chair invited questions from Members.

Councillor Goodfellow sought clarification on the area of the plot, questioning whether the figures quoted on page 1 of the applicant's Planning Statement were accurate. The Planning Adviser pointed out that Appendix 1 of the Planning Statement also contained figures for the existing and proposed plots as well as neighbouring plots. However, these figures differed from those quoted within the Statement and the Planning Adviser was unable to account for the discrepancy.

The Chair advised that it was now for Members to decide if they had sufficient information to determine the application. The Members agreed unanimously that they had sufficient information to proceed with the application today.

Councillor Goodfellow stated that he had to consider whether the proposal constituted development in the countryside, in terms of Local Plan policy DC1. In his view, the application site was within a settlement, but a settlement in the countryside. As such, he did not consider that there was any justification for this proposal as it would not contribute to the development of Archerfield House in any way. He also had concerns regarding the plot size ratios and the size of the development compared to others in this location. He was therefore minded to uphold the decision of the Case Officer.

Councillor McMillan considered that the application site was now located in a settlement and argued that the enabling development had made a valuable contribution to the development of Archerfield. He also pointed out that Scottish Planning Policy, paragraph 94, states that development plans should support more opportunities for small scale housing development in all rural areas. He was therefore minded to overturn the Case Officer's decision on the grounds that the application site was a sizeable plot. He also felt comfortable that the application was only for planning permission in principle at this stage.

Councillor Brown shared Councillor Goodfellow's views that the site was within a settlement in the countryside and considered that the proposal was contrary to Local Plan policy DC1. He would therefore vote to uphold the decision of the Case Officer.

The Chair stated that, while he fully understood the motivation of the applicant to develop the application site, in his view this site was covered by the Adopted 2008 Local Plan and by policy DC1. He considered that policy DC1 quite rightly set a high bar for development in the countryside and he could see no mitigating factors or operational requirement to depart from that policy. The applicant, in his statement, had referred to the recent granting of planning permission at Archerfield for 40 houses and 20 flats. However, the minutes of this meeting note his support for all but one of the applications, 13/0006/P, which was on land covered by policy DC1. His decision today was therefore consistent with his previous position. He also stated

that Archerfield Village was conceived in a certain style and, by granting this application, the LRB would be setting an unwelcome precedent which could fundamentally change its character. Finally, the Chair noted that the applicant stated in his supporting documents that that this was the only property which was capable of accommodating a house, but having viewed the site today, he had to disagree with that assessment. He would therefore not be supporting this appeal and would vote to uphold the decision of the Case Officer.

Decision

The ELLRB agreed by a majority to uphold the decision to refuse planning permission for the two reasons set out in the original Decision Notice dated 5 December 2013, namely:

1. No case has been made for the building of the proposed new house in the countryside to meet an agriculture, horticulture or forestry need. No other operational need has been advanced to justify the erection of the proposed new house. Consequently and because the proposed new house would constitute sporadic development in the countryside this proposal is contrary to Policy DC1 of the adopted East Lothian Local Plan 2008.
2. If approved the proposed development would set an undesirable precedent for the unjustified development of new houses in the countryside at Archerfield, the cumulative effect of which would be to the detriment of the character and amenity of The Village, Archerfield and to this part of the East Lothian countryside.

The Clerk advised that a formal Decision Notice would be issued within 21 days.



**MINUTES OF THE MEETING OF
THE PETITIONS COMMITTEE**

**THURSDAY 13 MARCH 2014
COUNCIL CHAMBERS, TOWNHOUSE, HADDINGTON**

2c

Committee Members Present:

Provost L Broun-Lindsay (Convenor)
Councillor S Currie
Councillor M Veitch

Council Officials Present:

Ms E Wilson, Service Manager – Economic Development & Strategic Investment
Mr S Baxter, Senior Area Officer – West, Transportation
Ms J McCabe, Legal Adviser

Petitioner(s) Present:

Mr M Ormiston
Mr J Wood

Clerk:

Ms F Currie, Committees Assistant

Others present:

Mrs S Colquhoun (re PET 1307)
Mrs T Leitch (re PET 1307)

Apologies:

None

Declarations of Interest:

None

1. PETITIONS PRESENTED TO THE COMMITTEE FOR CONSIDERATION

PET 1307: CALLING ON EAST LOTHIAN COUNCIL TO PROVIDE SHELTERED HOUSING IN ORMISTON

Councillor Broun-Lindsay welcomed everyone to the meeting, introduced the Committee members and outlined the procedure that would be followed. He invited Mr Mark Ormiston to speak first regarding his petition.

Mr Ormiston informed Members that the petition had been signed by all but one village resident which showed the overwhelming level of local support for this issue. He also noted that there were currently two potential sites in the village which might suit a sheltered housing development. He cited the policies of the previous UK government and comments made by current Deputy Prime Minister, Nick Clegg, in support of sheltered housing. While initiatives such as Floating Wardens and assessments and adaptations to allow people to remain in their own homes for longer were welcome, the need for sheltered housing would continue to increase as the population grew older. Mr Ormiston reminded members of the Council's own policies in relation to new housing developments – that 25% of stock must be affordable housing – and suggested that this might be a way of providing new sheltered housing developments. He concluded that residents who had lived most or all of their lives in Ormiston should not have to leave their village to access housing appropriate to their changing needs.

Members asked about existing sheltered housing in the village. Mr Ormiston explained that currently there was no sheltered housing; only amenity housing – adapted to individual needs and mostly suitable for single people, not couples.

Ms Esther Wilson, Service Manager – Economic Development & Strategic Investment, outlined the Council's policy in relation to sheltered housing. She explained that such provision was considered as part of a wider strategic approach to services for older people throughout East Lothian. Any decisions on services had to be taken in the context of increased budget constraints and competing demands from other sectors. There had been just over 300 applications for sheltered housing – almost half of which came from owner/occupiers – compared with an overall housing waiting list of around 4500. In addition to sheltered housing, there was also demand for other types of accessible or amenity housing. Historically, sheltered housing developments had been built in larger population centres within the county, such as Tranent, as this was where demand was greatest. Ms Wilson indicated that, of the 86 housing applications received from residents in Ormiston, only 3 had been for sheltered housing and none had been received in the last 5 years. On that basis, there did not appear to be a priority need for sheltered accommodation in Ormiston at this time.

In response to questions, Ms Wilson confirmed that it was up to the Council to determine the make up of the 25% affordable housing in any new development and this could include sheltered or amenity housing. At present there was sufficient sheltered housing across the county as a whole but that may change depending on the needs of the population. She indicated that the sheltered housing complex in Tranent had 29 properties and quite a low turnover.

In their debate, Members acknowledged the evident strength of feeling within the local community. They accepted that, as places like Ormiston increased in size, the demand for appropriate services within the local area would also increase. While not directly endorsing the petition's statement, the Members supported the sentiment behind it. They concluded that it would be helpful to have further information on how affordable housing could be used to address sheltered housing needs within the county as a whole. They agreed that the

petition did have some merit and that the matter should be referred to the appropriate Cabinet Spokesperson for further consideration, with the possibility of a report being brought forward to Cabinet at a future date.

Decision

The Committee agreed that the petition did have some merit and referred the matter to the Cabinet Spokesperson for Housing for further consideration.

PET 1308: CALLING ON EAST LOTHIAN COUNCIL TO INSTALL TRAFFIC-CALMING MEASURES ON WOODHALL ROAD, PENCAITLAND

Councillor Broun-Lindsay invited Mr John Wood to speak regarding his petition.

Mr Wood thanked the Members for the opportunity to speak on this matter. He explained that he had brought the petition as a result of concerns about the speed of some vehicles travelling on Woodhall Road, which sits within a residential area with many young families. He had gathered the petition signatures from his neighbours, most of who agreed that traffic calming measures would be a useful deterrent to speeding drivers.

Mr Stuart Baxter, Senior Area Officer – West, Transportation, presented the Council’s position. He advised Members that he had considered the matter and was willing to accede to Mr Wood’s request. Woodhall Road would be added to the list of traffic calming works to be undertaken throughout the county. However, Mr Baxter indicated that the road was not considered a priority, as there had been no recorded accidents involving pedestrians in the street, and it may be next year before the work would be carried out.

The Members asked whether any action could be taken in the interim and Mr Baxter indicated that appropriate signage could be looked at to try to encourage drivers to reduce their speeds.

Decision

The Committee agreed to discharge the petition on the grounds that Council officers had agreed to undertake the work requested by Mr Wood.

Signed

Provost Ludovic Broun-Lindsay
Convener of the Petitions Committee

REPORT TO: East Lothian Council

MEETING DATE: 22 April 2014

BY: Depute Chief Executive (Partnerships and Community Services)

SUBJECT: East Lothian Local Policing Plan 2014-2017

3

1 PURPOSE

1.1 To present Council with the East Lothian Local Policing Plan 2014-2017.

2 RECOMMENDATION

2.1 The Council approves the East Lothian Local Policing Plan 2014-2017.

3 BACKGROUND

3.1 There is a statutory requirement in the Police and Fire Reform (Scotland) Act 2012 for the Local Authority to approve both the Local Police and Fire and Rescue Plans before they can be published.

3.2 The East Lothian Local Policing Plan 2014-2017 has been produced by the Local Police Commander (Appendix 1). The Plan details seven priorities for local policing in East Lothian over the next three years that have been determined following national and local consultation:

- Reducing Antisocial Behaviour
- Tackling Substance Misuse
- Reducing Violence
- Protecting People
- Tackling Serious and Organised Crime
- Making our Roads Safer
- Reducing Housebreaking.

3.3 The Plan provides the basis for scrutiny of the Police Scotland's performance by the Safe and Vibrant Communities Partnership.

4 POLICY IMPLICATIONS

4.1 The East Lothian Local Policing Plan 2014-2017 will make a major contribution to the achievement of key outcomes in East Lothian's Single Outcome Agreement, in particular, but not exclusively, the outcome: 'East Lothian is an even safer place.' Specifically the Plan is the main strategy for achieving the five contributory outcomes:

- Communities experience less anti-social behaviour
- People experience less hate crime
- People experience less domestic violence at home and elsewhere
- Fewer people re-offend
- There are fewer collisions, casualties and deaths on our roads

5 EQUALITIES IMPACT ASSESSMENT

5.1 This report is not applicable to the well being of equalities groups and Equality Impact Assessment is not required. However, Police Scotland's policies, procedures and practices are equality impact assessed.

6 RESOURCE IMPLICATIONS

6.1 Financial - none

6.2 Personnel - none

6.3 Other - none

7 BACKGROUND PAPERS

7.1 Draft East Lothian Local Policing Plan 2014-2017

AUTHOR'S NAME	Paolo Vestri
DESIGNATION	Service Manager: Corporate Policy and Improvement
CONTACT INFO	pvestri@eastlothian.gov.uk 01620 827320
DATE	11 th April 2014



POLICE
SCOTLAND
Keeping people safe

East Lothian
Local Policing Plan 2014



DRAFT COPY

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Appendix A – East Lothian Partnership SOA Outcomes

Appendix B – Multi Member Ward Priorities

Policing Plan for 2014-2017

1. Introduction

This plan sets out the local policing priorities and objectives for East Lothian 2014-2017 and is a statutory requirement of the Police and Fire Reform (Scotland) Act 2012. It is produced as part of a planning process, which takes account of the Scottish Government's overarching vision for public services, the Strategic Police Priorities set by Scottish Ministers, the Scottish Police Authority's Strategic Police Plan and the Chief Constable of Scotland's Annual Police Plan.

The Local Policing Plan for East Lothian represents a critical part of the delivery process for Police Scotland, demonstrating our commitment to local policing within the national planning framework and enabling us to respond effectively to the concerns of local communities as well as meet and tackle nationwide demands. This local authority policing plan will be supported by 7 Multi Member Ward (MMW) policing plans, which respond directly to local needs and demands.

2. Foreword by:

Chief Constable Sir Stephen House QPM

The first year of Police Scotland has seen significant change in many aspects of the organisation; however, the delivery of locally-focused operational policing remains the bedrock of this service. I remain strongly committed to the principle that community-based policing, which responds to local need and demand, is crucial to delivering services that keep people safe and maintain public confidence.

One of the ways in which we can visibly demonstrate this commitment to local policing is by listening to communities and asking them to help shape our priorities. We have consulted widely across the council area with local people and other organisations to help identify our priorities. By combining the information we received through this consultation process with analysis of crime and other performance data we have established the priorities and objectives that are set out in this plan.

In developing this plan the Local Policing Team, led by the Local Commander, has worked closely with public, private and third sector organisations as well as directly with communities, because we recognise that partnership working is critical to making our communities safer. Importantly, this approach has also ensured that our planning process is aligned to the broader vision set out in the Community Plan and supports the Single Outcome Agreement. This plan is therefore a commitment to working across agencies to deliver better outcomes for communities as well as setting out how policing will be delivered in this area.

I am pleased to say that we have achieved much in the first year of Police Scotland to tackle crime and prevent harm - reducing the number of people who have been the victims of violence and the number killed and injured on our roads as well as addressing other crucial priorities for communities. This plan sets out an agenda to build on that success by tackling the issues that will improve the safety and well being of communities across this local authority area.

Vic Emery, O.B.E Chair of the Scottish Police Authority

I passionately believe that the establishment of Police Scotland and the SPA has created significant opportunities to strengthen the effectiveness of policing. We want you the public to have a real say on local priorities and for policing to listen to that public voice. This plan is where that comes together. It sets out what your local priorities are – identified from what local people are saying is most important to them, and underpinned by local evidence and intelligence gathered by policing in this area.

We want you to be able to question, and judge, how well the police are performing against those priorities. So we will expect your local commander to report publicly and regularly on how they are achieving the priorities set in this plan, so you and your community can assess for yourselves how policing is working for you.

We want residents to be able to see how money invested in policing is being used and what results it brings, and to understand better how national and local policing decisions are made and why.

Scotland is a country with reducing levels of crime, and a strong bond of trust between the Police service and the Scottish public. Local partnerships, a focus on prevention and collaboration, and genuine accountability at both local and national level underpin that bond.

Working together to turn this plan into results, as professionals and members of the public, is about making this part of Scotland a place of greater safety – and a greater place to live.

Local Police Commander, Chief Superintendent Gill Imery

Local policing continues to be the focus of Police Scotland, and I am delighted to present the Local Policing Plan for East Lothian. The priorities set out in the plan have been developed in consultation with local people and partner agencies, taking account of crime analysis and national policing priorities.

Effective policing is based upon sound partnerships, shared information and strong collaboration. This is reflected in our local outcomes and priorities which rely on excellent local delivery and joint working across partnership and geographic boundaries for successful delivery.

By working to meet the needs of local communities, and delivering a high standard of service, we will continue to maintain public confidence and satisfaction. Our activity will target those who cause the most harm within our communities, and will protect those who are most vulnerable. We will maximise all opportunities to reduce and prevent crime and disorder, and ensure that officers are deployed in the right place, at the right time.

The priorities and objectives outlined in this plan provide a clear focus for local policing, whilst retaining sufficient flexibility to adapt to emerging issues. I am confident that the plan demonstrates our commitment to meet the needs of the communities we serve in East Lothian.

Willie Innes, Leader of East Lothian Council

Local partnerships are an essential component of effective policing for local communities. East Lothian Council and Police Scotland work together on a number of initiatives and priorities appropriate for the county which has seen a reduction in crime in recent years.

Building upon this work the Council is strengthening local consultation through the establishment of Local Area Partnerships and the setting up of a Citizens' Panel. The opinions and concerns identified through such consultation will help shape police priorities for East Lothian.

The Policing Plan offers a number of opportunities to make our communities even safer and greatly contributes to the enviable way of life that attracts increasing numbers of people to settle here each year.

3. Priorities and Objectives:

Priority – Reducing Antisocial Behaviour

We recognise that antisocial behaviour is a really important issue to both individuals and our communities.

This was highlighted recently in our public consultation survey where you told us that the issues such as youths causing annoyance (34%), drunken behaviour in public (30.4%) and littering/fly tipping (30.5%)¹ were identified as the areas people were concerned about most in East Lothian.

We know that constant nuisance or harassment can be worse than the impact of a single crime, because the victim can find no peace in their life. Their health, mental or emotional well-being can suffer and they can become unable to carry out their normal day-to-day routine through fear and intimidation.

We understand that antisocial behaviour is any aggressive, intimidating or destructive activity that damages or destroys another person's quality of life.

It might include:

- Nuisance, rowdy or inconsiderate neighbours.
- Vandalism, graffiti and fly-posting
- The buying or selling of drugs in public
- Street drinking
- Environmental damage including littering, dumping of rubbish and abandoning cars
- Begging and vagrancy
- Fireworks misuse
- Inconsiderate or inappropriate use of vehicles

The picture regarding antisocial behaviour within East Lothian is positive with proactive tasking and a preventative philosophy adopted throughout the East Lothian Partnership. The work of the East Lothian Community Policing Teams in partnership with Council Community Wardens has had a consistent effect on antisocial behaviour and disorder.

Youth disorder remains lower than in previous years and we will work to sustain this decrease.

We understand how distressing incidents of hate crime and prejudice can be for the victim. We are committed to identifying and preventing these types of incident and to building trust within all communities.

¹ Police Scotland Public Consultation Survey 2013

Hate crimes and hate incidents include any incident that is perceived to be motivated by prejudice on the grounds of race, sex, sexual orientation, disability or religion.

The term 'hate crime' covers a wide variety of offences, from verbal abuse to harassment, criminal damage, graffiti and assault. Hate crime prevention activity has focused on building stronger links within our communities which has increased public confidence in reporting such crimes.

We view an increase in reports as a positive thing as there has been so much under-reporting in the past.

We are committed to effectively tackling hate crime, which can have a devastating impact upon its victims, and will investigate all crimes driven by prejudice, such as race, religion, sexual orientation, transgender and disability.

We will continue to work with all communities to encourage the victims of hate crime to report such crimes to increase confidence and improve on our existing good record of detection. By sharing intelligence and using it to target patrols and be visible in the right place, at the right time, we deter antisocial behaviour.

We also know that intervening early and dealing robustly with situations has the same effect.

Objectives:

- Reduce the number of antisocial behaviour incidents
- Increase the detection rate for hate crime

Priority – Tackling Substance Misuse

We understand that there is a strong link between alcohol and drug misuse and crime and disorder.

You tell us that the sale and supply of drugs severely impact on the quality of life of individuals and communities. Drug misuse is well researched and documented as a serious blight on all communities. Alcohol misuse is similarly harmful and the fact that alcohol consumption is legal and socially acceptable in our communities actually increases the burden on policing and widens the spread of its negative effects. We see the effects of this every weekend.

It is clear that drugs and alcohol are cross cutting issues, in that they are a causal factor in a high percentage of crime. As such we will seek to reduce the impact of drugs and alcohol abuse on individuals, families and the communities.

We will work to focus policing resources on targeting the criminals who supply drugs and work in partnership with others to reduce the harm caused by alcohol and drugs.

We will continue to work in partnership with and support:

- Mid and East Lothian Drug and Alcohol Partnership (MELDAP)
- PubWatch
- Best Bar None
- East Lothian Licensing Board

to prevent drug and alcohol misuse through effective early intervention, raising awareness and enforcement.

Information from the public plays a key role in helping the police and other agencies build an accurate picture of drug-related activity in certain areas.

We proactively share information and intelligence to task and coordinate resources and change trends.

We will continue to work hard at maintaining the good level of success in recovering drugs and the proceeds of drug dealing that we have had in previous years.

If not managed properly licensed premises can be the cause of a great deal of harm in the community.

We will work with the East Lothian Licensing Board to monitor premises and report any concerns.

Objectives:

- Tackle the problem of misuse of drugs by Increasing the proportion of positive stop and searches for drugs
- Increase the number of licensed premises visits (on/off sales premises)

Priority – Reducing Violence

We recognise that violence has a negative impact on the health and well being of victims and communities in East Lothian.

You have told us that violent crime remains one of your top priorities. The use of weapons makes violent acts that much worse and there is no excuse for going out armed with a weapon such as a knife. If you are prepared to carry it, you are prepared to use it.

Public space violence will be tackled through effective tasking and patrolling of identified hot spots and being visible, thereby deterring people from being violent. By working in partnership and using mechanisms such as:

- Intelligence led initiatives targeting violent offenders
- “Campaign Against Violence” - non-operational officers go operational once a month, for a day of action on violent offenders
- Divisional Violence Multi Agency Tasking and Co-ordinating Group (MATAC)
- East Lothian Partnership Violence MATAC

We will co-ordinate prevention activity for weapons will focus on an increase in stop and searches for weapons.

Objectives:

- Reduce the level of violent crime
- Increase the proportion of positive stop and searches for offensive weapons

Priority – Protecting People

We are committed to keeping people safe.

We have a lot of experience of vulnerable people targeted in many ways and sometimes identifying negative activity and keeping people safe can be complex and challenging. Many criminals seek out and target vulnerable people or someone close takes advantage of a vulnerability to seek gain for themselves. It is important that members of the community understand this and voice their concerns about any suspicions they may have.

We have introduced multi-agency focus groups intended to deal with the highest risk domestic abuse cases. One group looks specifically at the risk posed by the perpetrator and what measures can be taken to manage that risk (Divisional Domestic Violence MATAC), a separate dedicated group (Domestic Violence Multi Agency Risk Assessment Conference) looks at the victims’ circumstances and what support mechanisms and safety measures can be put in place to help them. These groups have been greatly beneficial in helping design bespoke support packages for victims and in developing ways of managing those who pose the greatest risk of continuing to commit domestic abuse.

We know that females are the victims in a disproportionate number of domestic abuse incidents. Whilst recognising that there are also male victims in these crimes we will continue to support the Mid and East Lothian Violence Against Women Partnership raising awareness of domestic violence and supporting victims.

We also support groups such as Mid and East Lothian Women’s Aid and Rape Crisis.

We have learned that because of the specialist nature of investigating these crimes they require specialist units. Divisional Domestic Violence MATAC and Partnership Domestic Violence MATAC consider how to deal with repeat

offenders. The Domestic Abuse Investigation Unit target the perpetrators of serious and complex domestic abuse cases and provide early and effective support to victims and their families. The Rape Investigation Unit will continue to deliver a victim centred approach in partnership and place victim welfare and support at the forefront of the investigation.

The joint commissioning of a Public Protection Unit for East Lothian provides a potential for integrating services. It aims to support more efficient joint working by bringing together staff across services to reduce harm to vulnerable children, young people and adults. The police in East Lothian are committed to being an integral and active contributor to this area of business.

Objectives:

- Increase detection rates for crimes of domestic abuse to at least 75%
- Ensure 95% of Domestic Abuse initial bail checks are conducted within a proscribed timeframe (24 hours)
- Increase the detection rate for sexual offences

Priority – Tackling Serious and Organised Crime

We recognise that serious and organised crime cuts across several other issues such as drugs, violence and theft.

Serious organised crime has far reaching consequences that affect a large proportion of society and the economy. Those involved have spread their activity into an increased variety of criminal enterprises including illegal drugs, money laundering, fraud, human trafficking, fake goods, and Internet crime.

A drug supply network is one example that affects every community. Not only does it increase antisocial behaviour, violence and create health hazards such as discarded needles; it puts a further burden on the Health Service in the form of addiction programmes and the associated health problems of users.

Scottish Government through its 'Letting our Communities Flourish' strategy have set four objectives through which serious and organised crime should be tackled

- Detect crimes and offences committed by serious and organised crime groups
- Divert individuals, particularly young people, from engaging in or using the products of serious organised crime
- Disrupt the activities of serious organised crime groups who pose the greatest risk, threat and harm to our communities
- Deter serious organised crime by implementing measures to protect communities, businesses and the public sector.

We will tackle serious and organised crime groups in East Lothian at all levels to disrupt their activities.

We will work with partners to pool intelligence and detect those committing crimes and support those who may have chosen to reoffend but can be deterred and directed to other activities.

Objectives:

- Increase the number of cash seizures and restraints through the Proceeds of Crime Act (POCA) legislation
- Increase the number of people detected for supplying drugs

Priority – Making our Roads Safer

We understand that making roads safer in East Lothian has a number of different aspects to it.

We know there is often a perception that country roads are safer as the environment is less busy. However, a recent survey revealed that two out of three motoring deaths happen on country roads. Main roads and dual carriageways must be treated with care, as the speeds travelled are that much greater.

Some of the most common mistakes are:

- High speed overtaking
- Overtaking on bends
- Driving poorly on bends in general

We will continue preventative work in partnership with Scottish Government, East Lothian Council and Road Safety Organisations.

We will support intelligence led initiatives, reassure communities affected by serious road traffic collisions; support and rehabilitate offenders and support victims of serious road traffic collisions.

We will target young drivers with prevention activity through initiatives such as “2MRO's DRIVER”; this is an annual intervention targeted at S6 students.

We know from research that a large proportion of those involved in road accidents have alcohol or drugs in their system. We will continue to increase the number of people detected for drunk/drug driving with preventative patrolling and vehicle stops.

Objectives:

- Reduce the number of people killed or seriously injured on our roads
- Increase the number of people detected for drink/drug driving offences
- Increase the number of people detected for dangerous driving

Priority – Reducing Housebreaking

We know that housebreaking is an extremely personal crime, which can have not only a financial, but also an emotional impact on individuals, families and businesses.

It can leave victims with a feeling of violation or intrusion, which can be long lasting and we recognise the significant impact that this type of crime can have on our local communities.

Our recent analysis has confirmed an increase in housebreaking across East Lothian. This is a concerning development and confirms the need to prioritise these crimes. It is likely that the current economic challenges facing our communities may well be contributing to an increase in domestic housebreaking.

We will endeavour to heighten public awareness to achieve a reduction in the risk of them becoming a victim of this type of crime.

We will also work with residents and local businesses to ‘target harden’ through crime prevention surveys encouraging people to make their property as secure as possible, which deters criminals.

We have introduced dedicated resources to investigate housebreaking through ‘Operation RAC’ – Reduce And Capture. These experienced officers thoroughly investigate all housebreaking crimes, which has led to a significant increase in our rate of detection.

We will, however, continue to undertake intelligence gathering, analysis on criminals and crime patterns and to deploy specific police patrols and increase visibility to minimise opportunities for thefts to occur.

We have also undertaken work in order to limit opportunities for the sale of stolen property engaging with second hand dealers and will continue disrupt the supply chain exploited by criminals.

Objectives:

- Reduce the number of thefts by housebreaking at domestic properties
- Increase our detection rate for crimes of housebreaking

4. How we identified our Priorities and Objectives

Police Scotland has carried out an extensive national public consultation exercise. We have used the results of this consultation to determine our priorities and objectives. East Lothian Council has produced a profile of the county from a wide range of available data and this too, has been fed into the process.

In addition, throughout 2013 we consulted with people from across East Lothian about the issues that were of greatest concern to them. These consultation results made a critical contribution to identifying issues for local communities and these have been translated into the key policing priorities for East Lothian.

We have:

- Consulted with all East Lothian Ward Councillors and Chairs of Community Councils - consultation based on National Police Scotland Questionnaire
- Consulted face-to-face with local people at Street Surgeries (Operation Ether)
- Assisted in the creation of the East Lothian Partnership - the overarching partnership for this area. ELP brings together public services, the third sector, the business community, and community organisations to deliver the aims of the Single Outcome Agreement.
- Supported the East Lothian Safe & Vibrant Communities Partnership – community safety sub-group of the East Lothian Partnership.
- Consulted with the public via Community and Police Partnership Meetings (CAPP) - Monthly meetings held with the seven East Lothian Wards. Community groups provide three priority tasks to police each month. These are reported back as 'You said – we did – we have achieved'
- Held a Tenants and Residents Structured Debrief on what matters to them in their communities – trained National debriefer conducted session with representatives from 7 x wards within East Lothian
- Engaged with black and ethnic minorities working in retail businesses in East Lothian - throughout November, Safer Communities officers carried out interviews with owners of businesses (2 per ward in East Lothian).
- Supported the East Lothian Partnership Community Safety TAC – regular management, tasking and coordination meeting to minimise risk relating to violence, antisocial behaviour & crime.

The priorities identified in this plan have been identified through assessment of current trends in community planning, emerging issues and priority areas of concern. Appendix A lists the outcomes of the East Lothian Partnership Single Outcome Agreement. These are issues that need a high-level multi agency response to ensure the maximum benefit to communities and individuals.

Information collected on a Ward basis has been used to create Ward priorities and will be reflected in the Multi Member Ward Plans. The priorities are reproduced in Appendix B of this Report.

5. Local Policing Arrangements

Our mission is to keep people safe. We aim to deliver policing that is visible accessible and responsive to the needs of the communities across East Lothian.

The Command Area of East Lothian serves 96,100 local residents along 40 miles of coastline and in an area covering 262 square miles. The policing headquarters sit in the historic market town of Haddington with the community policing teams covering Musselburgh in the west to Dunbar and the surrounding area in the east.

Although the area is better known for its idyllic countryside and farming, there are important links to tourism and local industry, including fishing and golf. In overall command of the policing in East Lothian is the Local Police Commander who has responsibility for the Lothians and Scottish Borders Division which includes West, Mid and East Lothian and the Scottish Borders.

The Local Area Commander Chief Inspector Colin Brown is based at Haddington. He is responsible for performance management, community engagement, partnership working and the daily management of local personnel. He is also responsible for delivering the outcomes of the Local Police Plan.

The Policing Plans will be delivered by identifiable officers located in each geographic community, continuing engagement with the communities adopting a shared partnership problem-solving approach to dealing with issues, primarily through CAPP (Community and Police Partnership) public meetings.

Uniformed officers are engaged in community policing and response roles, additional funded officers form part of the joint partnership East Lothian Community Policing Team and Musselburgh, Tranent and Prestonpans Community Policing Teams.

East Lothian Area Command benefits from the strong support of East Lothian Council who provide funding for 2 community sergeants, 10 community police officers and 1 Anti-Social Behaviour officer, supported by, 1 Statistics and Information officer and 1 Administration support officer.

The five teams of Response officers each have an identified Inspector and two sergeants and local Community Policing Teams are managed through two Community based Inspectors and two Community Sergeants. A Criminal Investigation Department and other specialist units support these resources. The National Trunk Road Policing Unit are responsible for the A1 and there is

additional Traffic resources allocated to the remaining country roads in East Lothian.

Further information on National, Regional and Local resources are detailed in Appendix C.

The local Community Policing Team will make sure you know who they are and how you can contact them. They will be visible and accessible in your communities, working first and foremost on community priorities. They will arrange regular community meetings, work with you to identify local concerns and work with others to solve these problems. They will regularly update you with progress made.

We recognise the results of the recent public consultation process and are committed to ensuring concerns such as anti-social behaviour, parking offences, substance abuse and litter are tackled and addressed effectively through the seven Multi-Member Ward plans. Police will listen, investigate and act upon community concerns through engagement in the new Area Partnerships, Community and Police Partnerships (CAPPs) and Community Council Meetings.

Individual Multi Member Ward Plans are available at <http://www.scotland.police.uk/your-community/the-lothians-and-scottish-borders/east-lothian/>

6. Local Contribution to National Outcomes and National Policing Priorities

The Scottish Government has 16 National Outcomes, which demonstrate a commitment to creating a more successful country, with opportunities for all of Scotland to flourish, through increasing sustainable economic growth. Policing in East Lothian can make a significant contribution to improving these outcomes by contributing to the Community Planning arrangements across the area.

Scottish Ministers have also established Strategic Policing Priorities and these reflect the contribution that policing can make to achieve the National Outcomes. Our local priorities align to the Strategic Policing Priorities and the Governments National Outcomes as follows:

The priorities in this plan will be reflected in the Single Outcome Agreement for East Lothian, which will also include a range of indicators and targets focused on delivering improved services. The police will commit to being contributors in all ten East Lothian Partnership Outcomes, providing extra focus on ensuring 'East Lothian is an even safer place' (detailed in appendix A), thus ensuring we perform an active role in achieving the over arching priority: 'to reduce inequalities both within and between our communities'.

Priority	Strategic Policing Priorities	National Outcomes
Antisocial Behaviour	Priority 1,2,4	Outcomes 5,8,9,11,13
Substance Misuse	Priority 1,2,4	Outcomes 7,8,9,11
Violence	Priority 1,2,4	Outcomes 5,7,8,9,11
Protecting People	Priority 1,2,3,4	Outcomes 5,7,8,9,11,13,16
Serious and Organised Crime	Priority 1,2,4	Outcomes 9,11,13
Road Safety	Priority 1,2,4	Outcomes 9,11
Housebreaking	Priority 1,2,3,4	Outcomes 5,7,8,9,11,13,16

Further information on National Outcomes and Strategic Policing Priorities can be accessed at www.scotland.gov.uk/About/Performance/purposestratobjis

7. Performances and Accountability

To support this plan Police Scotland has developed a national performance framework which allows the service to measure progress, monitor activity, identify key areas where resources need to be focused and demonstrate how successful we are in meeting out key priorities and objectives as set out in this plan.

Information regarding our performance will be available to the public on our website www.scotland.police.uk and will also be available via the East Lothian Council website <http://www.eastlothian.gov.uk/>

8. Local Scrutiny and Engagement

The Police and Fire Reform (Scotland) Act 2012 includes a framework for local scrutiny and engagement arrangements between local authorities and the police service.

In East Lothian, every six months, a Performance Report is submitted to quarterly full Council Meetings and the Local Police Commander is available to answer any questions on the report. A performance report is also submitted to the East Lothian Safe & Vibrant Communities Partnership where scrutiny of community engagement and performance takes place. The performance report contains crime statistics on all priorities detailed within this plan, and as a consequence, elected members and relevant partnership members will be able to compare year to date figures (YTD) against previous year to date (PYTD) figures to ensure there is an improvement in performance. The Local Police Commander and the Local Area Commander support this partnership.

Robust monitoring and reporting processes are instrumental in ensuring that the East Lothian Local Policing Area remains on track to deliver against local objectives within the resources available.

We have also made significant effort to ensure we are accessible to all and will continue to do so. We have good relationships with all Community Councils across East Lothian and CAPPs (Community and Police Partnerships) and ensure there is a police presence, with knowledge of local issues, whenever they meet.

East Lothian has an extensive network of Voluntary Organisations with whom we also work. We recognise the importance of the third sector and the impact they have in East Lothian and make efforts to work alongside and support them where we can. STRiVE is the central co-ordination point with which we have most regular contact.

We also have regular and constructive contact with a large number of other interest groups representative of communities within and across East Lothian. Mid and East Lothian Drug and Alcohol Partnership, Disability Access Panel, Edinburgh and Lothians Race Equality Council, Recharge and The Bridge Project are only a few but give a flavour of the broad nature of the groups and the people they represent.

East Lothian Partnership has identified that sharing assets and transferring resources is a priority for transforming the way services are delivered. Positive examples of this include a Total Place approach in the Musselburgh locality. The police in East Lothian are committed to this area of business and are engaging and contributing to the development of this key outcome.

Our continued involvement, support and engagement with all communities across East Lothian enables us to understand community concerns and reflect them in what we do. Regular contact also allows people the opportunity to challenge us on our performance contributing to the local scrutiny and engagement process.

9. Equalities

The Equality Act 2010 creates a requirement for all public bodies to achieve equality outcomes and this is reflected in this plan. More specifically we are

committed to eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010; to advance equality of opportunity between people who share a relevant protected characteristic and those who do not; and foster good relations between people who share a protected characteristic and those who do not.

It is essential that we respond appropriately to the needs of the communities of East Lothian and ensure that our policies, procedures and practices recognise their diverse nature. All our work is underpinned by our commitment to equality and diversity, in our dealings with the public generally, the communities we serve and our own staff.

Measures of satisfaction from public perception surveys will be used when examining performance and all policies, procedures and practices will be Equality Impact Assessed.

We will work locally towards achieving the following National Outcomes:

- 1. That people in East Lothian better recognise hate crimes and incidents and feel confident in reporting them.**
2. That individuals with, and across, protected groups feel safe and secure within their local community.
- 3. That victims of gender-based violence are safer and are confident that the police in East Lothian are responsive to their needs.**
4. That people from, and across, protected groups are meaningfully engaged with and their views contribute to service improvements.
5. That everyone in Scotland is able to contact the police when they require our assistance and this experience is positive.
6. That we have a workforce that is reflective of our communities to increase trust and confidence in the police.
7. That we have a workplace where people feel valued and are encouraged to maximise their potential to ensure the most efficient and effective service is delivered.

We have consulted with local communities in East Lothian and we will make National Outcomes 1 and 3 even greater priorities.

9. Local Contact Details:

Haddington Police Station,
39-41 Court Street,
Haddington,
EH41 3AE

Telephone number

Single Non Emergency Number
101

Email

For all non-emergency issues or enquiries relating to Police business, you can contact us via:

EastLothianLPP@scotland.pnn.police.uk

This group email address is provided for you to discuss non-urgent local policing issues. It should not be used to report a crime or incident.

For information about your local Community Policing Team and other services that Police Scotland provides, please refer to the Force website at:

www.scotland.police.uk

We are here to help

We will continue to keep in touch with you to keep you updated on the ongoing work being carried out to tackle the issues that are affecting life for you in West Lothian.

- If you have any concerns or issues you wish to discuss, contact your local Community Policing Team.

- Dial 999 for an emergency that requires urgent police attention.

- For non-emergency contact, call 101, the single non-emergency number.

- If you have information about crime in your area and wish to provide it anonymously, call

CRIMESTOPPERS on 0800 555 111.

- Service users who are deaf or have a hearing impairment can contact Police Scotland via TextRelay in an emergency on 18000 or non emergency on 18001 101.

Appendix A- East Lothian Partnership Single Outcome Agreement Outcomes:

Outcome 7 – East Lothian is an even safer place

- Communities experience less anti-social behaviour
- People experience less hate crime
- People experience less domestic violence at home and elsewhere
- Fewer people re-offend
- There are fewer collisions, casualties and deaths on our roads

Appendix B- Local Consultation Results

The priorities for the seven Multi Member Wards were identified during our most recent consultation.

Ward 1- Musselburgh West

Priority 1 - Substance Misuse
Priority 2 - Road Safety (Speeding and inconsiderate parking)
Priority 3 - Antisocial Behaviour
Priority 4 - Theft

Ward 2 - Musselburgh East and Carberry

Priority 1 - Antisocial Behaviour/Violence
Priority 2 - Road Safety (Speeding/ASB Driving)
Priority 3 - Substance Misuse
Priority 4 - Theft

Ward 3 - Preston/Seton/Gosford

Priority 1 - Substance Misuse
Priority 2 - Antisocial Behaviour
Priority 3 - Road Safety (Speeding and inconsiderate parking)
Priority 4 - Housebreaking

Ward 4 - Fa'side

Priority 1 - Antisocial Behaviour
Priority 2 - Road Safety (Speeding and inconsiderate parking)
Priority 3 - Substance Misuse
Priority 4 - Theft

Ward 5 - North Berwick Coastal

Priority 1 - Road Safety (Speeding and inconsiderate parking)
Priority 2 - Antisocial Behaviour
Priority 3 - Substance Misuse
Priority 4 – Theft

Ward 6 - Haddington and Lammermuir

Priority 1 - Antisocial Behaviour
Priority 2 - Road Safety (Speeding and inconsiderate parking)
Priority 3 – Substance Misuse
Priority 4 - Litter

Ward 7 - Dunbar and East Linton

Priority 1 - Road Safety (Speeding in rural areas and inconsiderate parking)
Priority 2 - Antisocial Behaviour
Priority 3 – Litter
Priority 4 – Theft

Appendix C – Police Officer Resource Levels J Division

The information contained within this appendix highlights the national, regional and local police officer posts available to the Lothians and Scottish Borders Division (J Division) to keep people safe.

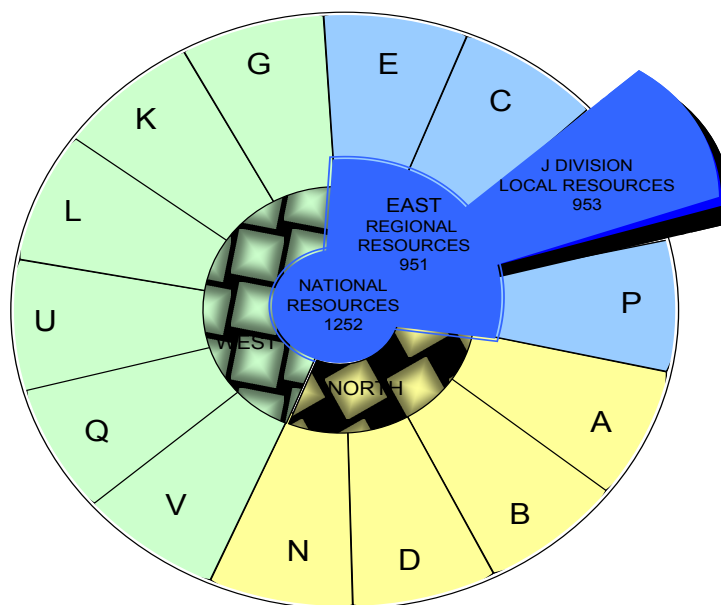
Local policing is at the heart of Police Scotland and the creation of a single policing service has allowed us to create a demand led policing service that protects and enhances local policing for our communities. It also provides equal access to specialist resources, whether that is specialist police officers or equipment, no matter where or when the demand.

Under a single policing service we now allocate and operate our police officer posts over three tiers – local, regional and national. This ensures we have a core complement of officers dedicated locally to community and response policing who can then draw in specialist expertise and resources wherever and whenever they are needed. It means we have the right people in the right place at the right time to keep people safe and meet the needs of communities. Local communities and local officers get specialist support wherever and whenever they need it.

Given the changes to the overall structure of policing in Scotland and the improvements in accessibility and availability of specialist resources under the new single service, it would be inaccurate to simply compare resource information from the legacy force arrangements with the present without the context provided as part of this briefing.

Divisional Policing

For the Lothians and Scottish Borders division there are 3,156 available police officer resources. The diagram represents the availability of resources for the division.



East Lothian Police Plan 2014-2017

Local police officer resources are the core compliment of officers under the direction of the Local Police Commander and include community policing, response policing and divisional road policing teams. In the Lothians and Scottish Borders division, there are 913 officers delivering response and community policing.

The Divisional Road Policing Unit contains a further 40 officers taking the total local resource compliment to 953.

Included in the local resource figures are officers within the Divisional Criminal Investigation Department and Public Protection Units. This includes specialised officers attached to Divisional Rape Investigation Units, Domestic Abuse Investigation Units and Divisional Violence Reduction Units.

Specialist resources at a regional and national level, which each Local Police Commander has access to supplements local police officer resources.

Regionally, there are 951 officers providing specialist support such as Major Investigation Teams and Armed Policing Units to local policing divisions within the East Command area. Nationally, there are a further 1252 resources available including specialist crime resources such as the National Rape Investigation Unit and Human Trafficking Unit and operational support resources such as Air Support and Mounted Unit.

As well as these specialist resources, the division can also request additional support to police large scale events or major incidents.

Specialist Resources:-

The following outlines the regional and national resources available to the division.

Regional

Specialist Crime Division: Major Investigation Teams, Forensic Gateways, E – Crime, Financial Investigations, Serious and Organised Crime Units, Counter Terrorism Units, Offender Management, Border Policing Command, Technical Support Unit and Interventions.

Operational Support: Event and Emergency Planning, VIP Planning, Armed Policing Training, Road Policing Management & Policy, Armed Policing, Dogs, Trunk Roads Policing Group and Operational Support Units.

Custody: Regional Custody Teams.

Contact, Command and Control: Area Control Rooms and Service Centres.

National

Specialist Crime Division: National Intelligence Bureau, Homicide Governance and Review, Prison Intelligence Unit, Human Trafficking Unit, National Rape Investigation, National Rape Review, Fugitive Unit and Scottish

East Lothian Police Plan 2014-2017

Protected Persons Unit, International Unit, HOLMES, Safer Communities Citizen Focus, Preventions and Interventions, and Strategic Partnerships.

Operational Support: Scottish Police Information and Coordination Centre, Intelligence, Specialist Operations Training, Air Support, Dive/Marine Unit, Football Co-ordination Unit, Mounted Unit, Mountain Rescue, Motorcycle Unit.

Custody: Area Command, Support.

Contact, Command and Control: Incident Management, Service Overview.

REPORT TO: East Lothian Council

MEETING DATE: 22 April 2014

BY: Depute Chief Executive (Partnerships and Community Services)

SUBJECT: East Lothian Local Fire and Rescue Plan 2014-2017

4

1 PURPOSE

- 1.1 To present Council with the East Lothian Fire and Rescue Plan 2014-2017.

2 RECOMMENDATION

- 2.1 The Council approves the East Lothian Fire and Rescue Plan 2014-2017.

3 BACKGROUND

- 3.1 There is a statutory requirement in the Police and Fire Reform (Scotland) Act 2012 for the Local Authority to approve both the Local Police and Fire and Rescue Plans before they can be published.
- 3.2 The East Lothian Fire and Rescue Plan 2014-2017 has been produced by the Scottish Fire and Rescue Service Local Senior Officer for East Lothian (Appendix 1). The Plan provides the basis for strategies to be followed by the Fire and Rescue Service in East Lothian over the next three years. There has been consultation on the draft plan. The Safe and Vibrant Communities Partnership considered and endorsed the draft of the Plan at its meeting on 10 February 2014.
- 3.3 The key priorities outlined in the Plan are:
- Reduction in Dwelling Fires
 - Reduction of fire casualties and fatalities
 - Reduction of deliberate fire setting (not including dwellings)

- Reduction in road traffic collisions
- Reduction of unwanted automatic fire alarm signals.

3.4 The Plan provides the basis for scrutiny of the Fire and Rescue Service's performance by the Safe and Vibrant Communities Partnership.

4 POLICY IMPLICATIONS

4.1 The East Lothian Fire and Rescue Plan 2014-2017 will make a major contribution to the achievement of key outcomes in East Lothian's Single Outcome Agreement, in particular, but not exclusively, the outcome: 'East Lothian is an even safer place.' Specifically the Plan is the main strategy for achieving the contributory outcome: 'There are fewer fires in our homes, which result in death or injury.'

5 EQUALITIES IMPACT ASSESSMENT

5.1 This report is not applicable to the well being of equalities groups and Equality Impact Assessment is not required. However, the Fire and Rescue Service has carried out an Equalities Impact Assessment on the East Lothian Fire and Rescue Plan.

6 RESOURCE IMPLICATIONS

- 6.1 Financial - none
- 6.2 Personnel - none
- 6.3 Other - none

7 BACKGROUND PAPERS

7.1 Draft East Lothian Fire and Rescue Plan 2014-2017

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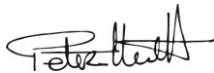
**LOCAL FIRE AND RESCUE PLAN
For
EAST LoTHIAN
2014 – 2017**

FOREWORD

Welcome to Scottish Fire and Rescue Service's (SFRS) local delivery plan for East Lothian. I have the responsibility for preparing this plan, securing the agreement of the Local Authority to it and being held to account for the SFRS performance in East Lothian. The plan, and indeed our strategies for service delivery are clearly aligned to the Community Planning Structure, as it is through building on our partnership activities that we will continue to contribute to the delivery of sustainable improvements in the safety of the communities we serve. This reflects our stated purpose as set out in our Strategic Plan.

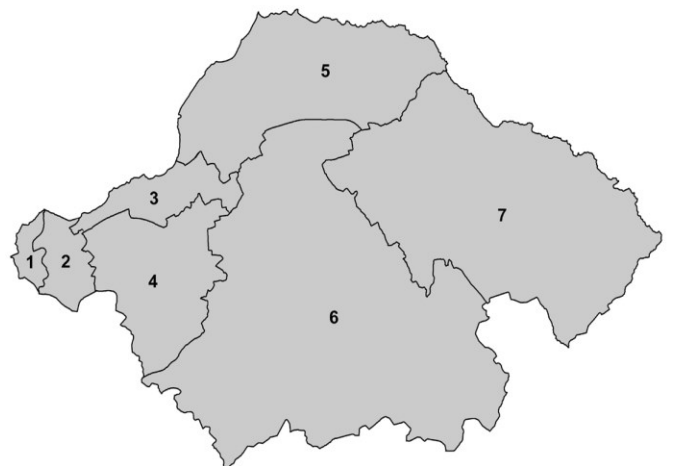
We will continue to analyse both historical and predictive activity, and socio-demographic data and trends, to target resources to where they are most required and work to reduce inequalities across the area. It is our duty to consider the strategic priorities for SFRS in the context of local circumstances and we remain committed to delivering local solutions where the community requires the most assistance. Through working in partnership with organisations to gain a shared understanding of local issues we will work together to deliver solutions without duplication of effort to help to build strong, safe and resilient communities within East Lothian.

I am committed to ensuring that our services are delivered with the dignity and respect of everyone in mind and with consideration of the rich diversity of communities across East Lothian in supporting both community and firefighter safety.



**Peter Heath, Local Senior Officer
East Lothian, Midlothian & Scottish Borders**

1	Musselburgh West
2	Musselburgh East and Carberry
3	Preston/Seton/Gosford
4	Fa'side
5	North Berwick Coastal
6	Haddington and Lammermuir
7	Dunbar and East Linton



Council Ward Plan of East Lothian

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Introduction

This plan provides information on the Scottish Fire and Rescue Services (SFRS) priorities in relation to East Lothian and how their contribution to community safety will be measured. The Community Planning Partnership arrangements that exist across East Lothian are the overall framework within which the SFRS delivers its services to local communities. By working with others, we aim to strengthen our connection with local authorities and other partners to ensure we meet the aspirations of the communities we serve.

The SFRS strategic Plan 2013-2016 sets out the four key aims of the SFRS and supports the SFRS Framework. This local plan takes full account of the aims and performance measures contained within these documents and the wider priorities of the local authority Community Planning Partnership.

The direction is supported by National strategic objectives to make Scotland a wealthier & fairer, smarter, healthier, safer and stronger and greener place. Through a concordat between the Scottish Government and the Convention for Scottish Local Authorities (COSLA), the strategic objectives have been extended into single outcome agreements, which include indicators and targets that provide the framework for how local authorities and their community planning partners such as the Scottish Fire and Rescue Service will deliver services.

In addition to the performance framework, compliance with legislation governing the SFRS, such as the Police and Fire Reform (Scotland) Act 2012 and the Fire and Rescue Service Framework for Scotland 2013 require the SFRS to deliver core services. These include, prevention and protection, enforcement of fire safety legislation, firefighting, fire investigation and rescue from a range of other hazardous situations.

The Local Senior Officer leads a team of local managers whose job it is to work within local communities and ensure that the SFRS plays its full part in delivering better outcomes for communities and contributing in a positive way to reducing inequalities in society.

The local fire and rescue plan is a plan setting out:

- Priorities and objectives for SFRS in connection with the carrying out in the local authority's area of SFRS's functions,
- The reasons for selecting each of those priorities and objectives,
- How SFRS proposes to deliver those priorities and objectives,
- In so far as is reasonably practicable, outcomes by reference to which delivery of those priorities and objectives can be measured,
- How those priorities and objectives are expected to contribute to the delivery of any other relevant local outcomes which are identified by community planning,
- Such other matters relating to the carrying out of SFRS's functions in the local authority's area as SFRS thinks fit.

Strategic Assessment

A strategic assessment for the SFRS's activities in Scotland established the type, frequency and impact of incidents that we attend. With this assessment in place the Local Senior Officer for East Lothian can effectively identify key priority areas for the SFRS to target its resources at a local level.

National Assessment

The Scottish Government within their National Performance Framework have identified 16 National Outcomes they wish to achieve. Through delivery of this Local Plan the SFRS in particular will contribute to the following Outcomes:

- **National Outcome 1:** We live in a Scotland that is the most attractive place for doing business in Europe.
- **National Outcome 4:** Our young people are successful learners, confident individuals, effective contributors and responsible citizens.
- **National Outcome 6:** We live longer healthier lives.
- **National Outcome 8:** We have improved the life chances for children, young people and families at risk.
- **National Outcome 9:** We live our lives safe from crime disorder and danger.
- **National Outcome 12:** We value and enjoy our built and natural environment and protect it and enhance it for future generations.
- **National Outcome 15:** Our people are able to maintain their independence as they get older and are able to access appropriate support when they need it.

The priorities for the SFRS have been laid out in the Fire and Rescue Framework for Scotland 2013 with the following Strategic Aims defined within the Strategic Plan 2013-2016:

Strategic Aim 1: Improve safety of our communities and staff

Strategic Aim 2: More Equitable Access to Fire and Rescue Services

Strategic Aim 3: Improved outcomes through partnership

Strategic Aim 4: Develop a culture of continuous improvement

Equality Assessment

On 30 April 2013, the Scottish Fire and Rescue Service published its Equality Outcomes, in compliance with the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012. The SFRS Equality Outcomes are;

- Outcome 1:** People from all Scotland's community groups feel confident in contacting the Fire and Rescue Service for advice and information on relevant non-emergency issues.
- Outcome 2:** Disabled, LGBT, BME, older people and people from minority faiths are aware of the services provided by the SFRS, particularly how these can be adapted to meet their own individual needs.
- Outcome 3:** People from all Scotland's community groups feel safer in their homes and on our roads.
- Outcome 4:** Establish the Scottish Fire and Rescue Service as an employer of choice for people across protected characteristics.
- Outcome 5:** Provide a positive and healthy workplace culture that welcomes, embraces and develops people from across all protected characteristics.
- Outcome 6:** People from across all communities are enabled to live lives free from hate crime, harassment and domestic abuse/violence.
- Outcome 7:** Gypsy Travellers and migrant workers are safer, better informed and confident in Scottish Fire and Rescue Service engagement.

Our values

Our values framework sets out what we believe to be important in supporting how we deliver our services to the communities and support our own staff. At the core of this, is the safety of the communities we serve and we will do our utmost to enhance and support community safety and place a high value on the safety of our firefighters.



The communities of East Lothian can rightly expect to receive a first class service from the SFRS, grounded in our commitment to actively pursue our values in support of better outcomes.

Local Assessment

The Fire Framework for Scotland 2013 and our own Strategic Plan 2014-2016 give us clear direction in to what areas to focus our resources to ensure we contribute to the safety and well-being of the people living and working in East Lothian. The local assessment addresses issues relevant to the local area. Through analysis of data, partnership working and consultation, local improvement and demand reduction plans can be developed to ensure positive outcomes and results are achieved

The East Lothian Plan – Single Outcome Agreement identifies a number of social issues giving cause for concern in East Lothian. These include an aging population, health issues relating to alcohol and smoking, increasing deprivation, increased home-related injuries and the continuing challenge of road related casualties. The East Lothian Plan also identifies key pieces of work that are designed to introduce preventative measures with the aim of delivering better outcomes to the communities and reducing inequalities across East Lothian.

The key priority areas in East Lothian that are considered in the Local Assessment and those that action plans will be developed for are:

- Reduction of Dwelling Fires
- Reduction in Fire Fatalities and Casualties
- Reduction of Deliberate Fire Setting
- Reduction in Road Traffic Collisions
- Reduction of Unwanted Fire Alarm Signals

Within each of the priorities are a number of performance indicators that will be used to report and track performance against achieving the objectives. The performance indicators are listed in the following table along with an indication of the previous year's performance.

Local Operational Assessment

The table below sets out the key reporting performance indicators that we have identified for East Lothian and the trend over the previous four years. The numbers stated are the number of actual incidents or events.

Performance Indicator	2009/10	2010/11	2011/12	2012/13	Trend
All deliberate dwelling fires	12	7	12	7	←
All accidental dwelling fires	88	81	86	96	↑
All fatal fire casualties	1	0	1	1	←
Non-fatal fire casualties including Precautionary check ups	27	22	25	16	↓
All fatal accidental dwelling fires	1	0	0	1	←
Non-fatal accidental dwelling fires including precautionary check ups	20	19	16	6	↓
All deliberate other building fires	15	8	10	15	←
All deliberate vehicle fires	24	17	9	10	↓
All accidental vehicle fires	31	26	15	21	↓
All deliberate 'other' primary fires	38	28	36	12	↓
All deliberate secondary fires	285	252	242	107	↓
Special service RTCs	45	39	41	29	↓
False alarms AFA	453	496	499	601	↑
False alarm good intent	246	212	185	178	↓
False alarm malicious	37	29	38	28	↓

Table: Four years data of actual incidents and events within East Lothian.

The priorities identified for East Lothian are influenced by the above data. Driving down risk and focusing on the areas where the level of incidents is not reducing is a key aspect of the decision in selection of priorities.

Local Risk Profile

East Lothian has a sizable and diverse community. It is estimated that 99,700 people now live across the area; although the population of East Lothian is relatively small it is forecast to grow at a faster rate than any other local authority over the next 20 years. The highest growth in the population of East Lothian is anticipated to be among the over 65-age group and the 0-15 age group. The number of people aged over 65 is forecast to grow by 77% between 2010 and 2035. Although being older is not a specific risk in its own right, risk is increased when age is combined with other factors, such as living alone, living in poverty and in isolation. Physical and mental health issues also contribute to an increase in risk.

Many people from underrepresented groups or vulnerable individuals can feel isolated within the communities due to a number of reasons, including language barriers and cultural differences. Isolation is not simply a matter of location, but also a matter of being engaged with the wider community. An individual can live surrounded by other people but still be isolated from others and services for any number of reasons. These people may be less likely to seek support from organisations and those around them.

By effectively working with partner agencies we can better promote services to all those who are vulnerable and help to reduce the impact and inequalities, particularly where fire has been used or is a risk factor.

The table below sets out the council wards and local fire stations and local station commander with contact details listed in the contacts section.

1	Musselburgh West
2	Musselburgh East and Carberry
3	Preston/Seton/Gosford
4	Fa'side
5	North Berwick Coastal
6	Haddington and Lammermuir
7	Dunbar and East Linton



East Lothian Group Manager		
Ward Area	Fire Stations	Station Commander
Musselburgh Area	Musselburgh	Local Station Commander East Lothian
Preston/Seton/Gosford	Tranent	
Fa'side		
North Berwick Coastal	North Berwick	
Haddington and Lammermuir	Haddington	
Dunbar and East Linton	Dunbar and East Linton	

PRIORITIES, ACTIONS AND OUTCOMES

1. Reduction of dwelling fires

Dwelling fires across Scotland have steadily been declining over recent years. They are however still 30-35% higher in incidence than the remainder of the UK. Throughout East Lothian, dwelling fires have occurred within a wide variety of homes.

Additional risk factors associated with the cause of fires in dwellings is the consumption of alcohol /drugs and smoking. House fires can have a significant negative impact on both individuals the community and wider public services. Working alongside our community planning partners, we will contribute towards improving home safety for those most at risk and the wider community.

Aligns to:

Scottish Fire and Rescue Service Strategic Aims:

- 1: Improve safety of our communities and staff
- 2: More equitable access to fire and rescue services
- 3: Improved outcomes through partnership
- 4: Develop a culture of continuous improvement.

East Lothian:

- The East Lothian Plan-Single Outcome Agreement (SOA) 2013
- East Lothian Profile
- East Lothian Partnership
- Safe and Vibrant Communities Partnership
- East Lothian Weekly Tasking and Coordinating Group
- Mid and East Lothian Drug and Alcohol Partnership
- Mid and East Lothian Violence Against Women
- East Lothian Ward Profiles

We will achieve it by:

- Active participation in East Lothian Community Planning arrangements and adopting a partnership approach to risk reduction.
- We will establish information sharing protocols with partners to help protect the most at risk in our communities. Key to success will be information sharing between health care, social work, housing and Police Scotland.
- Identifying opportunities for engagement with all members of our community to promote fire safety and good citizenship.

We will contribute towards the Scottish target of a 10 % reduction, over a three-year rolling period.

In doing so we will add value by:

- Helping people to be safe in East Lothian
- Promoting confident & safe communities where residents feel positive about where they live.
- Contributing towards reducing the potential impact on the community and public services.

2. Reduction of fire casualties and fatalities

Fire related deaths and casualties in dwellings in Scotland have shown a significant reduction over the previous twenty years. Scotland however continues to be well above the UK average.

Within East Lothian fire, related casualties have reduced significantly since 2009 across the area. The number of fire casualties and fatalities is below the Scottish average. Trends in fire casualties have shown that those at most risk include people living alone, with smoking and alcohol/drug consumption being contributory factors. The Fire and Rescue Service aims to target a reduction by working closely with partner agencies to identify those most at risk and directing resources towards them to help improve outcomes.

Aligns to:

Scottish Fire and Rescue Service Strategic Aims:

- 1: Improve safety of our communities and staff
- 2: More equitable access to fire and rescue services
- 3: Improved outcomes through partnership
- 4: Develop a culture of continuous improvement.

East Lothian:

- The East Lothian Plan-Single Outcome Agreement (SOA) 2013
- East Lothian Profile
- East Lothian Partnership
- Safe and Vibrant Communities Partnership
- East Lothian Weekly Tasking and Coordinating Group
- Mid and East Lothian Drug and Alcohol Partnership
- Mid and East Lothian Violence Against Women
- East Lothian Ward Profiles

We will achieve it by:

- Active participation in East Lothian Community Planning arrangements and adopting a partnership approach to risk reduction.
- We will establish information sharing protocols with all partners to help protect the most at risk in our communities.
- Identifying opportunities for engagement with all members of our community to promote fire safety and good citizenship.
- Promoting the offer of Free Home Fire Safety Visits to all residents within East Lothian and in particular those most at risk in our community through targeted referrals from partner agencies.

We will contribute towards the Scottish target of a 5 % reduction, over a three-year rolling period in relation to fire casualties and fatalities.

In doing so we will also add value by:

- Helping people to be safe in East Lothian
- Promoting confident and safe communities where residents feel positive about where they live.
- Contributing towards reducing the potential impact on the community and public services.

3. Reduction of deliberate fire setting (not including Dwellings)

Deliberate fire setting is a problem for our communities. In East Lothian, the number of deliberately set fires is well below the Scottish average. There is a link between deliberately set fires and other forms of anti-social behaviour and thus makes it a priority for action.

Aligns to:

Scottish Fire and Rescue Service Strategic Aims:

- 1: Improve safety of our communities and staff
- 2: More equitable access to fire and rescue services
- 3: Improved outcomes through partnership
- 4: Develop a culture of continuous improvement.

East Lothian:

- The East Lothian Plan-Single Outcome Agreement (SOA) 2013
- East Lothian Profile
- Safe and Vibrant Communities Partnership
- East Lothian Weekly Tasking and Coordinating Group
- Antisocial Behaviour Strategy
- East Lothian Ward Profiles

We will achieve it by:

- Engaging in a multi-agency approach to tackling deliberate fire setting and fire related anti-social behaviour by the targeting of resources to those areas of need.
- Continuing in our contribution to the local Anti-Social Behaviour reduction plans and promoting positive outcomes.

Our target against the 3-year average is to continually reduce the number of deliberately set fires.

In doing so we will also add value by:

- Reducing the adverse effects which deliberate fire setting has on peoples' lives within East Lothian.
- Working with partners to reduce anti-social behaviour through education, engagement and activities.

4. Reduction in Road Traffic Collisions

The SFRS have a crucial role to play in contributing and supporting a reduction in road traffic collisions through working with community planning partners.

Road casualty figures in Scotland have reduced significantly over the previous twenty years however, road casualty figures for Scotland show that we cannot lose sight of the work that remains to be done to make our roads safer. From evidence, it has been identified that young drivers and rural road driving are areas of specific risk within East Lothian. We will focus our education and awareness campaigns on these areas.

Aligns to:

Scottish Fire and Rescue Service Strategic Aims:

- 1: Improve safety of our communities and staff
- 2: More equitable access to fire and rescue services
- 3: Improved outcomes through partnership
- 4: Develop a culture of continuous improvement.

East Lothian:

- The East Lothian Plan-Single Outcome Agreement (SOA) 2013
- East Lothian Profile
- Safe and Vibrant Communities Partnership
- East Lothian Weekly Tasking and Coordinating Group
- Go Safe, Scotland's Road Safety Framework for 2020

We will achieve it by:

- Education and awareness aimed at high risk groups within our communities.
- Working with our partners within East Lothian to identify risks and, through this collaboration, identify ways to promote safer driving and make our roads safer.

Our target against the 3-year average is to continually reduce the number of road traffic collisions on the roads in East Lothian.

In doing so we will also add value by:

- Encouraging young drivers and other groups to be responsible road users through active engagement and education.
- Contributing towards reducing the number of people killed or seriously injured on roads in East Lothian.

5. Reduction of unwanted fire signals

Unwanted Fire Alarm Signals (UFAS) are those occasions when an automated fire alarm system activates and results in a mobilisation of Fire and Rescue Service resources, when the reason for that alarm turns out to be something other than a fire emergency.

Within Scotland, the number of UFAS calls remains stubbornly high. The Scottish Fire and Rescue Service attend over 600 UFAS calls last year in East Lothian. This figure has remained at an unacceptable high level for several years and accounts for around 50% of our emergency response activity across East Lothian.

Aligns to:

Scottish Fire and Rescue Service Strategic Aims:

- 3: Improved outcomes through partnership
- 4: Develop a culture of continuous improvement.

East Lothian:

- The East Lothian Plan-Single Outcome Agreement (SOA) 2013
- East Lothian Profile

We will achieve it by:

- Working with the business and commercial sector at a local level to provide advice and guidance in the reduction of unwanted fire alarm signals.
- An enforcement and audit schedule of premises to ensure compliance with legislation.

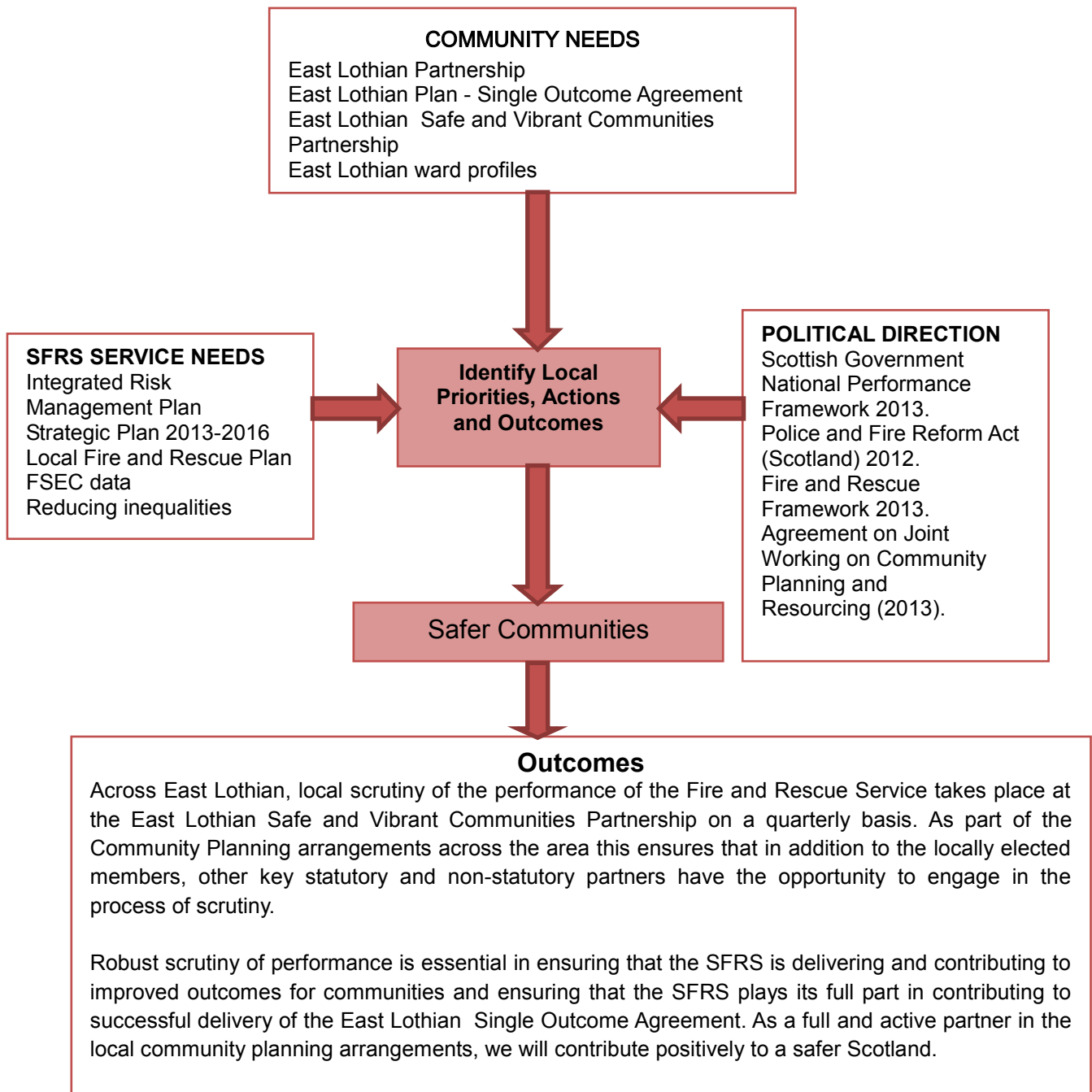
Our target against the 3-year average is to contribute towards a continued reduction in UFAS within East Lothian.

In doing so we will also add value by:

- Reducing time and money lost to local businesses through the provision of advice and guidance.
- Realising efficiency savings by reducing the number of UFAS calls.
- Contributing towards making our roads safer by reducing fire engine movements.
- Contributing towards reducing our carbon footprint through fewer emergency calls.

Achieving Local Outcomes

Local risks were identified following considerations of political direction set by the Scottish Government, community needs identified through consultation and the operational resources and capacity of the SFRS. Following a process of identifying local risks within East Lothian, priority actions to address them and expected outcomes have been set within this plan.



Performance and Accountability

The Fire and Rescue Framework for Scotland 2013 and the Scottish Fire and Rescue Service Strategic Plan sets out a performance framework enabling the SFRS and Local Senior Officer to monitor manage and report performance. This is used to identify areas where resources may need to be directed to enable improved performance against the priorities set out in this plan.

We are committed to ensuring that information on how we are performing in East Lothian is available to the public, local elected members, council officials and any others who may wish to access this information.

Local Scrutiny and Engagement

The Police and Fire Reform (Scotland) Act 2012 supports a framework for local scrutiny and engagement arrangements between local authorities and the Scottish Fire and Rescue Service.

Across East Lothian, local scrutiny of the performance of the Fire and Rescue Service takes place at the Safe and Vibrant Communities Partnership on a quarterly basis. As part of the community planning arrangements across the area this ensures that in addition to the locally elected members, other key statutory and non-statutory partners have the opportunity to engage in the process of scrutiny.

Robust scrutiny of performance is essential in ensuring that the SFRS is delivering and contributing to improved outcomes for communities and ensuring that the SFRS plays its full part in contributing to successful delivery of The East Lothian Plan. As a full and active partner in the local community planning arrangements, we will contribute positively to a safer Scotland.

Low carbon Scotland: Meeting the emissions targets 2010 – 2022

The Scottish Government has set out ambitious targets for reducing emissions by 43% by 2020 across Scotland and in doing so making the most efficient use of energy. The Climate Change (Scotland) Act 2009 and subsequent policies and proposals for how this might be achieved set out clearly the need for all public bodies to contribute to achieving the targets. We will underpin our activity with a concerted effort to examine and seek opportunities to reduce our emissions and identify opportunities to work in partnership to maximise this potential. We will work to support delivery of the outcomes of East Lothian Low Carbon Strategy and Action Plan and in doing so aim to lessen the impact of delivering services on the environment.

Review

To ensure this Local Plan remains flexible to emerging local or national priorities a review may be carried out at any time but will be reviewed at least once in its life time. A review may also be carried out if the Scottish Minister directs it or if a new Strategic Plan is approved. Following a review the Local Senior Officer may revise the Plan.

Contact us

Local Contacts	By post	By phone
Local Senior Officer Scottish Fire and Rescue Service	143 Croft Street Galashiels TD1 3BS	01896 758326
East Lothian Group Manager	Penston House Macmerry Industrial Estate, Macmerry EH33 1EX	01875 610634
East Lothian Station Commander	Penston House Macmerry Industrial Estate, Macmerry EH33 1EX	01875 610634
Community Safety Enquiries Scottish Fire and Rescue Service	Dalkeith Fire Station Abbey Road, Dalkeith EH22 3AD	0131 654 0451
To book a FREE Home Fire Safety Visit	<ul style="list-style-type: none"> • Call free on 0800 0731 999 • Online at www.firescotland.gov.uk 	
Scottish Fire and Rescue Service East Hub Office	Main Street, Maddiston, Falkirk FK2 0LG	01324 710220
Scottish Fire and Rescue Service HQ	5 Whitefriars Crescent Perth PH2 0PA	01738 475260

If you have something to tell us, no matter how important or trivial it may seem, please do not hesitate to get in touch.

Local Plan priorities cross-referenced to key outcome sources; National, Local, SFRS and Equality Outcomes.

SFRS Local Plan Priorities	Outcome Measures	East Lothian Community Planning strands aligned to this plan	SFRS Strategic Aims	National Outcomes	SFRS Equality Outcomes
Reduction of dwelling fires	<ol style="list-style-type: none"> 1. All deliberate dwelling fires 2. All accidental dwelling fires 	East Lothian Partnership; Safe and Vibrant Communities partnership; Mid and East Lothian Drug and Alcohol Partnership; East Lothian weekly Tasking and coordinating Group; Mid and East Lothian Violence Against Women Partnership; SFRS Home Fire Safety programme.	1, 2, 3, 4	6, 9, 11, 12	1, 2, 3, 6, 7
Reduction of fire casualties and fatalities	<ol style="list-style-type: none"> 1. All fatal fire casualties 2. Non-fatal fire casualties including precautionary check ups 3. All fatal accidental dwelling fires 4. Non-fatal accidental dwelling fires including precautionary check ups 	East Lothian Partnership; Safe and Vibrant Communities partnership; Mid and East Lothian Drug and Alcohol Partnership; East Lothian weekly Tasking and coordinating Group; Mid and East Lothian Violence Against Women Partnership; SFRS Home Fire Safety programme.	1, 2, 3, 4	6, 9, 11, 12, 15	3, 6, 7
Reduction in deliberate fire setting	<ol style="list-style-type: none"> 1. All deliberate other building fires 2. All deliberate vehicle fires 3. All deliberate 'other' primary fires 4. All deliberate secondary fires 	East Lothian Partnership; Safe and Vibrant Communities partnership; East Lothian weekly Tasking and coordinating Group.	1, 2, 3, 4	4, 9, 11, 12	3, 6, 7
Reduction in road traffic collisions	<ol style="list-style-type: none"> 1. Special Service RTC 2. All accidental vehicle fires 	Safe and Vibrant Communities Partnership	1, 2, 3, 4	4, 6, 9, 15	2, 3, 7
Reduction in unwanted fire signals	<ol style="list-style-type: none"> 1. False Alarms AFAs 2. False alarm good intent 3. False alarm malicious 	Safe and Vibrant Communities Partnership	3,4	1,6,8,9,12	1

Glossary of Terms

Accidental: Caused by accident or carelessness. Includes fires which accidentally get out of control.

Casualty: consists of persons requiring medical treatment beyond first aid given at the scene of the incident, those sent to hospital or advised to see a doctor for a check-up or observation (whether or not they actually do). People sent to hospital or advised to see a doctor as a precaution, having no obvious injury, are recorded as 'precautionary check-ups'. Casualty figures do not include fatalities.

Deliberate: covers fires where deliberate ignition is suspected

False Automatic Fire Alarm: is defined as an event in which the Fire and Rescue Service believes they are called to a reportable fire and then find there is no such incident. These can be Malicious, of Good Intent or caused by Apparatus. The False Fire Alarms recorded for our indicator are those caused by Apparatus, as these constitute a significant majority of False Fire Alarm incidents.

Fatality: a casualty whose death is attributed to a fire is counted as a fatality even if the death occurred later. Fatalities associated with Other Incidents can include attendance to assist Police or Ambulance colleagues when a person has been found who has committed suicide, for example. Often there is little we can do as a Service to influence this particular figure.

Primary Fires: includes all fires in buildings, vehicles and most outdoor structures or any fire involving casualties, rescues or fire attended by five or more pumping appliances.

Secondary Fires: These cover the majority of outdoor fires including grassland and refuse fires unless they involve casualties or rescues, property loss or if five or more appliances attend. They include fires in derelict buildings but not chimney fires.



www.firescotland.gov.uk

REPORT TO: East Lothian Council

MEETING DATE: 22 April 2014

BY: Depute Chief Executive (Resources and People Services)

SUBJECT: Revisions to the Capital Plan 2014-17

5

1 PURPOSE

- 1.1 To advise Members of the Council of a number of recent developments and to make related recommendations to modify the Capital Plan 2014-17.

2 RECOMMENDATIONS

- 2.1 To approve the actions and related modifications to the Capital Plan 2014-17 in respect of the six projects detailed in Sections 3.3 to 3.8 of this report.

3 BACKGROUND

- 3.1 At the Special Budget Meeting of Council held on 11 February 2014, the Council approved new 3-year revenue and capital budgets along with a supporting Financial Strategy for the period 2014-17.
- 3.2 As can typically be expected within any major spending programme, there have been a number of recent developments that require modifications to be made to the Capital Plan. Such modifications are required now in order to best address the business need presented, maximise external funding and ensure successful delivery within required timescales. In accordance with the Financial Strategy, the Council is operating within a set of self-imposed capital spending limits covering the next 5-year period and for the Strategy to remain valid, it is important that we continue to operate within these limits. However, the limits need to be applied flexibly to take into account additional capital income received and inter-year transfers required facilitating movements in the planned timing and delivery of individual projects. Brief project details are set out in the following sections of this report illustrating the need for change.

- 3.3 **Provision of Business Units Mid Road, Prestonpans** – the Council originally made an ERDF funding application in support of this project in August 2013 but this was initially unsuccessful. In mid-February, shortly after approving the capital budget, the Council was invited to resubmit our bid and towards the end of March received provisional notification that subject to certain conditions, the project would be supported. If confirmed, this award would bring in European government grant funding of £421K amounting to 40% of the estimated total project costs. East Lothian Land as partners to the bid has confirmed a willingness to invest in the project, details of which are yet to be finalised. The provisional grant award contains a number of technical conditions most notably a very challenging delivery/completion date of March 2015. It had been anticipated that the Council contribution to the project would be met from the 2013/14 Support for Businesses line within the Capital Plan. Given the late notifications on the outcome of the grant applications, this line remains unspent (£500K) although it would now be proposed to carry this forward by way of inter year transfer.
- 3.4 **Windygoul Primary School Permanent Additional Classrooms** – the Capital Plan currently makes significant provision for both temporary and permanent extensions to the school with the majority of spend currently profiled to take place in 2015/16. The latest pupil roll projections for Windygoul PS now indicate a requirement for an increase of three classes along with additional dining room capacity for the academic year 2014/15 which would require a major and immediate investment within the financial year 2014/15 of around £750K. Overall, it is anticipated that the accelerated spend can be contained within the overall project costs approved as part of the Capital Plan in February.
- 3.5 **Development of a Secondary Communication Provision in East Lothian** – in recent years the Council has faced increasing pressure on existing specialist provisions for secondary school aged pupils and in addition, has found increasing difficulty in securing places for East Lothian pupils in provision in other local authorities and special schools outwith the county. It is now being proposed as the most effective and efficient way forward, that a new specialist provision be developed in the former Haddington Infant School. It is hoped that with an early decision to proceed in this way, the new facility could be available from the start of the 2015/16 academic year. The project costs have been provisionally estimated at around £900K and would largely fall across financial years 2014/15 and 2015/16 – with expenditure of around £300K in 2014/15, £580K in 2015/16 and £20K in 2016/17. There is currently no provision within the Capital Plan for this project and should approval be given, it would be necessary to accommodate this within the existing capital spending limits by managing any scope for inter-year transfers.
- 3.6 **Corporate IT Programme** – the Council is facing significant challenges over and above what had been anticipated with regard to what has become known as “PSN (Public Sector Network) Compliance”. Every Council in the UK connects to government agencies and other public sector organisations through what's known as the Public Sector Network

or PSN. In East Lothian, this helps us provide services such as the processing of Births, Deaths and Marriages; exchanging information with the Department for Work and Pensions; the registration of Blue Badge parking permits; criminal history, and secure email communication with the Police and Central Government. To maintain the network's security and availability, the Government's Cabinet Office has set new higher standards within a Code of Connection that everyone must comply with. Given the critical nature of the services provided through this network, East Lothian Council must remain connected to the PSN. As part of our recent successful accreditation submission, the Council is committed to a series of actions that will place considerable financial demands in excess of the provision made for Corporate ICT within the existing Capital Plan over the next few years. It is now proposed that our annual provision be increased by £100K to help support this program of work.

- 3.7 **East Linton Railstop** – as part of the Capital Plan approved in February, the Council approved a provision in support of a Council contribution towards the provision of a new rail station at East Linton. This contribution would be made as part of a joint bid with Scottish Borders Council through SESTRAN to the Scottish Stations Fund. At the time of report writing, work on finalising the bid is almost complete and it has become evident that in order to retain any credible prospect of success, the required level of Council contribution is likely to be significantly higher than originally anticipated. Accordingly, it is now suggested that within the bid submitted, the Council should increase the contribution it is prepared to make noting that should the bid ultimately be successful, this will place a significant additional liability upon the future years (2016-18) of the Capital Plan. Any such increased liability will need to be managed within the capital spending limits approved in the Financial Strategy.
- 3.8 **Galloway's Pier** – The Council has recently secured external grant funding of approximately £150K in relation to the repair and refurbishment of Galloway's Pier in North Berwick. The project had originally been anticipated to complete in 2013/14 but tendering work is only now nearing completion and if this project is to proceed, the Coastal Protection/Flood Prevention line within the Capital Plan would require to be supplemented by a carry forward of unspent provision of around £150K from 2013/14.

4 POLICY IMPLICATIONS

- 4.1 There are no new/direct policy implications associated with the recommendations made in this report with all projects promoted in this report already identified within existing service and/or financial plans.

5 EQUALITIES IMPACT ASSESSMENT

- 5.1 The Council's Capital Plan has a significant impact upon the future delivery of services and therefore a potential impact on the wellbeing of equality groups. The EQIA on the Council Financial Strategy

recommends that EQIA is considered as an ongoing process as part of the development and delivery of Council budgets.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – Each of the six projects within this report will require a degree of modification to be made to the existing Capital Plan which will still comply with the Council’s Financial Strategy. Two projects require and can be supported through carry forward of 2013/14 provisions, one project requires acceleration but remains within total project costs and three have additional costs that can be contained within approved capital spending limits through careful management of inter year transfers. As indicated earlier in the report, should they proceed, two of the projects will attract significant external funding amounting to £571K. Officers will continue to explore any additional and/or alternative funding and procurement opportunities including but not restricted to Government Grants, SFT, HUB etc.
- 6.2 Personnel - none.
- 6.3 Other – none.

7 BACKGROUND PAPERS

- 7.1 East Lothian Council 11 February 2014 – Item 1 – Council Financial Strategy 2014/17
- 7.2 East Lothian Council 11 February 2014 – Item 5 – Budget Proposals 2014/17

AUTHOR’S NAME	Jim Lamond
DESIGNATION	Head of Council Resources
CONTACT INFO	jlamond@eastlothian.gov.uk
DATE	11/4/2014

REPORT TO: East Lothian Council

MEETING DATE: 22 April 2014

BY: Depute Chief Executive (Resources and People Services)

SUBJECT: Boundary Commission Review – Response to Statutory Consultation

6

1 PURPOSE

- 1.1 To inform the Council of the Boundary Commission's intention to carry out a review of Local Government Electoral Arrangements including the appropriate number of councillors for each Council based on deprivation and population distribution.
- 1.2 As part of the ongoing review being carried out by the Local Government Boundary Commission for Scotland, to inform Council of the proposal to reduce the number of councillors in East Lothian from 23 to 21.
- 1.3 To seek authority to respond to the consultation opposing the proposal to reduce councillor numbers in East Lothian challenging the Commission's methodology and in particular the use of deprivation as a key determining factor.

2 RECOMMENDATIONS

- 2.1 To note the Commission's proposal to reduce councillor numbers in East Lothian from 23 to 21.
- 2.2 To authorise officers to respond to the consultation on the basis that there should be no reduction in the number of councillors in East Lothian and to challenge the use of deprivation as a key determining factor.
- 2.3 To invite Members to make any further suggestions as to what they feel should be incorporated into the response to the Commission.

3 BACKGROUND

- 3.1 The Commission is required to conduct a review of each local authority at intervals of 8-10 years. The last reviews were carried out between

2004 and 2006. When making its recommendations it must consider fixed criteria:-

- The number of electors per councillor in each ward should be, as nearly as may be, the same;
- Subject to this it will have regard to:
 - Local ties that would be broken by fixing a particular boundary; and
 - The desirability of fixing boundaries that are easily identifiable

3.2 As part of its methodology for the current review the Commission has for the first time categorised each Council on the basis of levels of deprivation and population distribution rather than solely on population distribution. It consulted on what factors in addition to electorate per councillor should be incorporated into its methodology in 2011. It has decided to use deprivation as a factor in determining council size because “we believe it is a reasonable indicator for a range of factors that impact on council services and on the work of councillors. Deprivation is also used by Scottish Government when making policy decisions.” The Commission has been carrying out a series of meetings with councils across the country to discuss the review. Officers from the Commission met with the Leader and officers and Elected Members who are part of the Council’s own working group on 24 March 2014. The Council has to formally respond to the initial consultation on proposed councillor numbers by 23 April 2014.

3.3 It is considered that it is inappropriate to use levels of deprivation as a factor in determining the size of a Council. There have been no Councillor Caseload studies in the last 20 years that suggest that levels of deprivation contribute significantly to a councillor’s workload.

3.4 Of the research that has been undertaken, other factors such as increases in population, particularly elderly and younger age group population affect councillors’ workload more than levels of deprivation. East Lothian had one of the highest levels of population growth between 2001 and 2011.

	2001	2011	%inc	Councillors	
East Lothian	90,100	99,700	+10.7%	23 to 21	-2

Glasgow	577,900	593,200	+2.7%	79 to 85	+6
North Lanarkshire	321,000	337,800	+5.2%	70 to 77	+7
Aberdeenshire	226,900	253,000	+11.5%	68 to 70	+2
Inverclyde	84,200	81,500	-3.2%	20 to 22	+2
Stirling	86,200	90,200	+4.7%	22 to 23	+1

3.5 If the number of councillors in East Lothian was reduced from 23 to 21 the councillor to population ratio, when considered in conjunction with population growth, would mean that East Lothian would have:-

- A greater increase in ratio than any other local authority
- The 7th highest ratio in 2018
- The 5th highest ratio in 2024
- The 4th highest ratio now only behind 3 cities and West Lothian

3.6 The SIMD (Scottish Index of Multiple Deprivation) data used to define areas of deprivation between 2004 and 2012 suggests that there is no correlation between the proposed increase or decrease in the number of councillors and the increase or reduction in deprivation across council areas. For example, there has been a significant reduction in Glasgow's share of the 15% most deprived areas but there is nevertheless a proposal to increase the number of councillors in Glasgow by six. Similarly, eight councils have a lower share of the 20% most deprived areas yet four of these are to have more councillors.

3.7 Levels of deprivation in East Lothian are increasing. The number of East Lothian areas of deprivation in the 15% most deprived areas has risen from zero in 2004 to three in 2012. This is the same as Aberdeenshire but it is proposed that Aberdeenshire councillors increase by two whereas East Lothian falls by two. 11% of East Lothian's population is income deprived. No account appears to have been taken of the hidden aspect of rural deprivation that is difficult to demonstrate but that without doubt exists within otherwise affluent areas.

3.8 Providing services to non-deprived areas can be equally and sometimes more demanding in terms of councillor workload. They are the areas where constituents are most engaged with the planning and licensing processes. They have constituents who are interested and can be very vocal in their opposition to new applications. They can readily communicate with their councillors using all forms of media and are therefore more likely to make demands on a councillor's time. Following the introduction of multi-member wards in 2007, there has been an increased incidence of coalition working which, coupled with more extensive governance and scrutiny arrangements, have placed more

responsibilities upon a wider range of members. In smaller councils, there are very few, if any, members who can be considered backbenchers.

3.9 If the number of councillors is reduced from 23 to 21, and recognising that multi-member wards must comprise either three or four members, there are only two ways to configure wards that each would have significant implications:-

- Seven three-member wards
- Three four-member wards and three three-member wards

3.10 A reconfiguration to seven three-member wards by retaining existing, well established boundaries and reducing the four-member wards to three would ironically mean that the councillor to population ratio would significantly increase in East Lothian's most deprived communities.

Ward (electorate)	Current		Proposed	
	Cllrs	Electors per Cllr	Cllrs	Electors per Cllr
Musselburgh East (10,026)	3	3,342	3	3,342
Musselburgh West (9,055)	3	3,018	3	3,018
Fa'side (14,231)	4	3,558	3	4,744
Preston/ Seton/ Gosford (14,081)	4	3,520	3	4,694
Haddington (10,222)	3	3,407	3	3,407
Dunbar & East Linton (10,115)	3	3,372	3	3,372
North Berwick Coastal (10,120)	3	3,373	3	3,373
Total (77,850)	23	3,385	21	3,707

3.11 A reconfiguration to six wards, three with four members and three with three members would require a major review of ward boundaries. This would cut across existing, well established communities, school catchment areas, local area partnerships and local natural and historical connections. It would not be in the best interests of effective local government and would breach the Commission's statutory requirement to have regard to local ties and easily identified boundaries as referred to in 3.1 of this report.

3.12 In 2004, when carrying out its last review in East Lothian, the Commission stated:-

"The Commission considered how multi-member wards might be designed and what could be done to **better reflect natural communities**. It was thought that the first step in considering how wards might be constructed could be to identify the possible extents of **perceived natural communities**. The Commission considered that this methodology would offer all those involved in the process of reviewing

electoral arrangements, the opportunity to identify areas where simply aggregating existing wards to create larger multi-member wards, might not address **local perceptions of community**. Further, it potentially offered a means of identifying building blocks which could be used for creating electoral wards. It was also thought that using the concept of 'community focus' to underpin the design of the wards might offer **more stable ward boundaries in the longer term**"

The Council concluded at that time that the best way to reflect 'natural communities, identifiable boundaries and local ties' was to use existing community council areas as the building blocks for the new ward boundaries. These community council boundaries have existed since 1976 and were based on historic parish boundaries. There was accordingly already a well established sense of community on which to build the new Council wards. School catchment areas were also largely reflected in these existing wards. Importantly, in addition, the newly formed multi-agency Local Area Partnerships also follow these existing boundaries. There would be inevitable disruption and inconvenience to our many partner agencies should there be a redrawing of ward boundaries.

It has taken some time for the public to come to terms with the concept of multi-member wards, but they are now very comfortable with the existing ward boundaries, **that are natural to them**. The Council regards its existing wards as providing **more stable ward boundaries in the longer term**.

Reduction in the number of councillors would probably result in dramatic ward boundary changes, as a result of which all of the above ties would be broken, and would lead to communities with no existing local ties being 'lumped together' without adequate justification cutting across previous advice from the Commission and going against its current criteria referred to in 3.1.

Any boundary change would also require complete redrawing of how the Council carries out its business, and would involve considerable time and effort being diverted, from core council business in times of austerity.

- 3.13 East Lothian Council has increasing levels of both population and levels of deprivation and would not be best served by the proposed reduction in the number of councillors from 23 to 21. The proposal would result in either significant electoral disparity or a major ward review and related disruption to established communities.
- 3.14 The Council requires sufficient councillors to provide effective administration, opposition and scrutiny. This is achieved at the moment with the current number of councillors but would be threatened by any reduction in councillor numbers. The proposed reduction therefore does not accord with the Boundary Commission's over all aim to act in the interests of effective and convenient local government.

4 POLICY IMPLICATIONS

4.1 None

5 EQUALITIES IMPACT ASSESSMENT

5.1 This report is not applicable to the well being 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	Kirstie MacNeill
DESIGNATION	Service Manager - Licensing, Administration and Democratic Services
CONTACT INFO	01620 827164 kmacneill@eastlothian.gov.uk
DATE	3/4/14

REPORT TO: East Lothian Council

MEETING DATE: 22 April 2014

BY: Depute Chief Executive (Partnerships and Community Services)

7

SUBJECT: Partnership Funding 2014/15

1 PURPOSE

- 1.1 To make recommendations on awards to agencies and organisations from partnership funds budgeted for by East Lothian Council in financial year 2014/2015. The report also establishes a “One Council Approach to Partnership Funding.”

2 RECOMMENDATIONS

2.1 Council is asked to:

- (i) Approve the proposed allocation of funding from Partnership Funding budget sources, totalling £1,275,507, as recommended in Appendix 1;
- (ii) Remit officers to continue to review all grants awarded in the financial year 2014/2015; and
- (iii) Note that it is a condition of all grant awards that organisations provide reports on progress, expenditure and outcomes achieved.

3 BACKGROUND

- 3.1 In November 2013, the Council Management Team and Administration agreed that there would be a “One Council” approach for arrangements in administering Partnership Funding grant awards.
- 3.2 A group involving various services from across the Council was established to oversee the process of reviewing grants awarded previously and to begin to pool grants into a single fund.

- 3.3 For this year's round, it was agreed that Community Council funding would be covered under a separate report, as reported to Cabinet at its meeting on 11 March 2014. In future years, this will form one report to Council.
- 3.4 A complete overhaul and redesign of the application process requires applicants to evidence linkage to the Council Plan and the Single Outcome Agreement. Award recommendations contained in this report have been arrived at having taken account of the reserves that organisations have available to them. It is a condition of award that all successful applicants will require to submit monitoring statements and evaluations to evidence impact of the grant award.
- 3.5 This report covers the funding made available to projects/activities that are not contracted and where some existing Service Level Agreements (SLAs) are in place. Existing contracted services/SLA arrangements will be the subject of future reports as and when contracts/SLA periods expire.
- 3.6 Citizens' Advice Bureaux (CABx) and other advice services are subject to a current review which will lead to a tendering exercise, the outcome of which will be reported to Cabinet in due course. The principle aim of this is to secure a single specification for advice services and secure economies of scale, together with:-
- A consistent approach to providing access to advice services across East Lothian.
 - Maximising access to advice services, not just through face-to-face provision, but also telephone and internet access.
 - The provision of advice of the highest standard (accredited to meet nationally recognised quality standards).
 - Vulnerable groups and communities with the highest levels of economic deprivation have ease of access to advice services.
 - Reducing duplication and inefficiency that might arise from services being funded in different ways.
 - The Council and Council Taxpayers get maximum value from the major investment in advice services.
- 3.7 In April 2011, a Service Level Agreement was established with Lothian & Borders Police for a three year period, to March 2014, to create funded policing teams – East Lothian Community Action Team (ELCAT) - with a county-wide remit and three teams covering Musselburgh, Prestonpans and Tranent. A review is about to commence to examine this approach to ensure that East Lothian Council and its communities are securing optimum impact from this investment in Police Scotland and will be reported upon completion.

- 3.8 The 2014/2015 budget allocated for Community Partnerships (CP) is £1,170,000, which includes Community Intervention (£100,000) and match Village Halls funding (£50,000), leaving a remaining budget of £1,020,000. It is proposed to award £890,815.00 from this current stream of funding.
- 3.9 The 2014/2015 Safer East Lothian Fund (SELF) budget is £174,000, with £40,308.00 proposed to be awarded.
- 3.10 The 2014/2015 Fairer East Lothian Fund (FELF) budget is £434,000, with £328,304 proposed to be awarded, plus £104,000 for advice services (CAB) at this point in time.
- 3.11 The Children's Wellbeing Service (CW) has allocated £11,080 to projects, as recommended in Appendix 1.
- 3.12 Budget realignment across service areas is being actioned as appropriate in configuring 2014/2015 service budgets to provide a balanced approach to spend.

4 POLICY IMPLICATIONS

- 4.1 The allocation of Partnership Funding as recommended in this report will assist the Council to achieve the agreed outcomes in the Single Outcome Agreement and the Council Plan.

5 EQUALITIES IMPACT ASSESSMENT

- 5.1 The report, at this stage, has not been Equality Impact Assessed. However, future arrangements for Partnership Funding activity will be the subject of Equality Impact Assessment across all Council grant and financial assistance awards.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – The recommendations contained within this report, totalling £1,275,507, can be accommodated within approved 2014/2015 budget provision. A further report on contractual obligations and SLA grants will follow.
- 6.2 Personnel - There are no personnel implications arising from this report at this stage.
- 6.2 Other – None.

7 BACKGROUND PAPERS

- 7.1 Pro forma applications submitted by bodies seeking funding.
- 7.2 Information supplied by East Lothian Council Officers.

AUTHOR'S NAME	Myra Galloway
DESIGNATION	Service Manager, Community Partnerships
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DATE	21 March 2014

**Community Partnerships
Grant Funding**

Appendix 1

Organisation	2014-15	New Category	CP	SELF	FELF	CW	Misc
1st Dunbar Scout Group		NO AWARD					
3 Harbours Festival	4,250.00	Arts Culture & Heritage	4,250.00				
Aberlady Conservation & History Society		NO AWARD					
Amisfeld Preservation Trust	20,000.00	Environment & Conservation	20,000.00				
Anti Bullying East Lothian (ABEL)		NO AWARD					
Archaeology Scotland		NO AWARD					
Arts Drama & Music Awards	1,700.00	Arts Culture & Heritage	1,700.00				
Battle of Prestonpans(1745) Heritage Trust	5,000.00	Arts Culture & Heritage	5,000.00				
Belhaven Best Music Festival		NO AWARD					
Beyond the Boundaries		NO AWARD					
Birthlink	1,340.00	Supporting Adopters to Parent Vun Child				1,340.00	
Borders Scrap Store	7,150.00	Arts Culture & Heritage	7,150.00				
Bridge Centre	15,000.00	Community Association of Village Halls	15,000.00				
Bridge Centre		NO AWARD					
Bridges Motorcycle Project	22,000.00	Children & Youth Work	22,000.00				
Bridges Motorcycle Project	7,910.00	Preventative Actions or Initiatives		7,910.00			
Bridges Project	95,000.00	Employment & Employability			95,000.00		
Bronx Boxing Gym		NO AWARD					
Carefree Kids	17,000.00	Children & Youth Work	17,000.00				
Carers of East Lothian	77,000.00	Promoting Equality & Inclusion			77,000.00		
Castlepark Bowling Club		Sport & Recreation					
Castlepark Bowling Club	10,000.00	Sport & Recreation	10,000.00				
Changeworks - Affordably Warm & Well	43,758.00	Promoting Equality & Inclusion			43,758.00		
Coastal Communities Museum Shadow		NO AWARD					
Cockenzie & Port Seton Bowling		NO AWARD					
Couple Counselling Lothian	10,000.00	Preventative Actions or Initiatives		10,000.00			
Dalkeith & Monktonhall Brass Band	2,500.00	Arts Culture & Heritage	2,500.00				
Deantown Bowling Club		NO AWARD					
Dunbar Art Club		NO AWARD					
Dunbar Bowling Club	2,000.00	Sport & Recreation	2,000.00				
Dunbar Community Dvelopment Company (Hallhill)	52,560.00	Community Association of Village Halls	52,560.00				
Dunbar Harbour Trust	17,300.00	Employment & Employability	17,300.00				
Dunbar Lyric Group		NO AWARD					
Dunbar Pipe Band	6,500.00	Arts Culture & Heritage	6,500.00				
Dunbar Traditional Music Festival		NO AWARD					
Dunbar United Football Club		NO AWARD					

East Lothian Caged Birds Society		NO AWARD				
East Lothian Indoor Bowling Club	6,000.00	Sport & Recreation	6,000.00			
East Lothian Junior Golf League	1,000.00	Sport & Recreation	1,000.00			
East Lothian Play Association	3,600.00	Children & Youth Work	3,600.00			
East Lothian Playschemes		NO AWARD				
East Lothian Roots & Fruits	5,100.00	Preventative Actions or Initiatives	5,100.00			
East Lothian Swim Team		NO AWARD				
East Lothian Swim Team	12,500.00	Sport & Recreation	12,500.00			
East Lothian University of the Third Age	1,000.00	Arts Culture & Heritage	1,000.00			
East Lothian Yacht Club		NO AWARD				
East Lothian Young Carers	45,000.00	Children & Youth Work	45,000.00			
Elphinstone Playgroup		NO AWARD				
Establish Talented Athlete Fund		NO AWARD				
Family Mediation Lothian	9,740.00	Children & Youth Work			9,740.00	
Fidra Lions Hockey Club		NO AWARD				
First Step	184,700.00	Community Association of Village Halls	184,700.00			
Fisherrow Trust	30,000.00	Community Improvement Initiatives	30,000.00			
Fisherrow Visually Impaired Group		NO AWARD				
Fisherrow Yacht Club		NO AWARD				
Friday Friends	9,500.00	Children & Youth Work	9,500.00			
Friday Friends Jericho Café		NO AWARD				
Fringe by the Sea	2,550.00	Arts Culture & Heritage	2,550.00			
Galas		NO AWARD				
Gullane Area Community Council	1,000.00	Community Improvement Initiatives	1,000.00			
Gullane Community Association Village Hall		NO AWARD				
Gullane Tennis Club		NO AWARD				
Haddington Garden Trust	10,200.00	Arts Culture & Heritage	10,200.00			
Haddington Music Initiative		NO AWARD				
Into Work East Lothian	34,000.00	Promoting Equality & Inclusion			34,000.00	
John Muir Award		NO AWARD				
John Muir Birthplace Trust	8,500.00	Arts Culture & Heritage	8,500.00			
John Muir Comemerative Slab	500.00	Arts Culture & Heritage	500.00			
Kidzone		NO AWARD				
Lammermuir Community Transport	3,000.00	Sport & Recreation	3,000.00			
Lamp of Lothian Trust	20,000.00	Community Association of Village Halls	20,000.00			
LAYC	1,000.00	Children & Youth Work	1,000.00			
Leuchie House		NO AWARD				
Lothian Association of Youth Clubs		NO AWARD				
Lothian Colts Football Club		NO AWARD				
Lothian Disability Badminton Club		NO AWARD				
Lothian Mineworkers Convalescent Home	5,000.00	Promoting Equality & Inclusion				5,000.00
Moyra McNeil Fund	3,470.00	Children & Youth Work	3,470.00			
Muirfield Riding Therapy		NO AWARD				

Muirpark Tenants & Residents Association		NO AWARD				
Music in Hospitals	1,700.00	Arts Culture & Heritage	1,700.00			
Musselburgh Amateur Musical Association	3,000.00	Arts Culture & Heritage	3,000.00			
Musselburgh Art Club		NO AWARD				
Musselburgh Grammar School U15 Football Team		NO AWARD				
Musselburgh Horticultural Society	1,000.00	Environment & Conservation	1,000.00			
Musselburgh Municipal Bowling Club		NO AWARD				
Musselburgh Old Course Golf Club		NO AWARD				
Musselburgh Rugby Football Club		NO AWARD				
New Opportunities East Lothian (NOEL)	6,625.00	Employment & Employability			6,625.00	
New Year Sprint	3,000.00	Sport & Recreation	3,000.00			
North Berwick Dry Bar Association		NO AWARD				
North Berwick Rugby Football Club		NO AWARD				
North Berwick Tennis Club		NO AWARD				
North Berwick Youth Project	30,000.00	Children & Youth Work	30,000.00			
North Bewick Highland Games	3,000.00	Arts Culture & Heritage	3,000.00			
North Lights Arts		NO AWARD				
Ormiston Horticultural Society		NO AWARD				
Pennypitt Special Needs Youth Club	32,160.00	Children & Youth Work	32,160.00			
Pennypitt Trust	74,000.00	Community Association of Village Halls	74,000.00			
Peter Potter Gallery	15,000.00	Arts Culture & Heritage	15,000.00			
Polish Family Support Centre		NO AWARD				
Preston Athletic Football Club	6,000.00	Sport & Recreation	6,000.00			
Preston Lodge High School Parent Council		NO AWARD				
Recharge Friday Evening Drop In	10,000.00	Children & Youth Work	10,000.00			
Red School Youth Centre	7,322.00	Children & Youth Work			7,322.00	
S6 '2Moros Driever' Road Safety	5,000.00	Children & Youth Work			5,000.00	
Safer Communities	4,000.00	Children & Youth Work			4,000.00	
Sandcastle Playgroup		NO AWARD				
Scottish Fire & Rescue Service	6,076.00	Promoting Equality & Inclusion			6,076.00	
Scottish Seabird Centre	12,750.00	Children & Youth Work	12,750.00			
Scottish Sidecar Racing Club		NO AWARD				
Sports Award Scheme	10,000.00	Sport & Recreation	10,000.00			
St Martin's RC Primary School		NO AWARD				
Star Youth Club	3,700.00	Children & Youth Work	3,700.00			
Stenton Bowling Club		NO AWARD				
Stepping Out	6,800.00	Promoting Equality & Inclusion	6,800.00			
Stoneyhill Community Centre	25,000.00	Community Association of Village Halls	25,000.00			
Stoneyhill Playgroup		NO AWARD				

Supporting Vulnerable Parents in East Lothian	50,945.00	Children & Youth Work			50,945.00		
The Action Group	20,976.00	Children & Youth Work			20,976.00		
The Garleton Singers		NO AWARD					
Tranent & District Pipe Band	3,000.00	Arts Culture & Heritage	3,000.00				
Uprising East Lothian	10,000.00	Children & Youth Work	10,000.00				
VDEL/STRIVE MOBEX - KYGYO Project/Adventure	14,625.00	Arts Culture & Heritage	14,625.00				
Voluntary Action East Lothian (VAEL)	66,000.00	Promoting Equality & Inclusion	66,000.00				
Volunteer Centre East Lothian		NO AWARD					
Volunteer Development East Lothian		NO AWARD					
Wallyford Primary School Parent Council		NO AWARD					
Wave Project	1,000.00	Promoting Equality & Inclusion	1,000.00				
West Barns Arts - Stickeen, Phase 1	10,000.00	Arts Culture & Heritage	10,000.00				
Whittingehame/Biel Water Hogweed Initiative		NO AWARD					
Winterfield Golf & Sports Club	17,500.00	Sport & Recreation	17,500.00				
Grand Total	1,275,507.00		890,815.00	40,308.00	328,304.00	11,080.00	5,000.00

Check **1,275,507.00**

2014-15 Budget
Community Invention
Match Village Halls
CAB
2014-15 Budget Available for CP Grants

Less Grants Allocated (above)

Outstanding Balance

CP	SELF	FELF	CW	Misc	Total
1,170,000.00	174,000.00	434,000.00	11,080.00	5,000.00	1,794,080.00
- 100,000.00					- 100,000.00
- 50,000.00					- 50,000.00
		- 104,000.00			- 104,000.00
1,020,000.00	174,000.00	330,000.00	11,080.00	5,000.00	1,540,080.00
890,815.00	40,308.00	328,304.00	11,080.00	5,000.00	1,275,507.00
129,185.00	133,692.00	1,696.00	-	-	264,573.00

REPORT TO: East Lothian Council

MEETING DATE: 22 April 2014

BY: Depute Chief Executive (Partnerships and Community Services) **8**

SUBJECT: Coastal Car Parking – Traffic Regulation Order

1 PURPOSE

- 1.1 The purpose of this report is to seek Council approval for making the East Lothian Council (off street Coastal Parking Places) (Various Roads) (Prohibition and Restriction on Waiting, Loading and Unloading Etc.) Order 2014, “the Order”.

2 RECOMMENDATIONS

- 2.1 Council is asked to agree the making of the Order.

3 BACKGROUND

- 3.1 The report presented to Council on 18 December 2012 asked that Council approve the introduction of car parking charges at 10 coastal car parks, namely: Longniddry Bents No.1; Longniddry Bents No.2; Longniddry Bents No.3; Gullane Bents; Yellowcraig; John Muir Country Park – Linkfield; John Muir Country Park – Shore Road; John Muir Country Park – Tynninghame Links; Whitesands and Barns Ness.
- 3.2 To introduce car parking charges, East Lothian Council must promote a Traffic Regulation Order under Section 35 of the Road Traffic Regulation Act 1984, in accordance with “The Local Authorities’ Traffic Orders (Procedures) (Scotland) Regulations 1999 as amended.
- 3.3 To meet the requirements of the 1999 Regulations, the Council must consult with statutory consultees and any other organisation or representative body likely to be affected by the provisions of the Order that the authority thinks fit. To satisfy this condition the Council undertook consultation between 25 April and 2 June 2013, seeking information to inform the making of the Order.

A questionnaire was placed on the Consultation Hub of the Council's website and Tellmesotland.gov.uk.

- 3.4 Further publication of the proposed Order is required to allow objectors to make representation(s) with regard to the Order and to give notice of their intention to make the Order electronically through the Council's website and through the local press during the period 8 November to 13 December 2013.
- 3.5 Matters raised by objectors were addressed with the exception of those tabled below, who were unwilling to accept the Council's views.

	Date Received	Summary of Objection
1	28/11/13	<ul style="list-style-type: none"> • Car parking charges will have a detrimental effect on visitors • The cost of collecting the charge, recovery and administration will be greater than the charges collected • The charge is an additional form of taxation • Charging will put barriers between roads and open spaces
2	13/12/13	<ul style="list-style-type: none"> • Objection to the legitimacy of introducing car parking charges • With loss of traffic wardens, charging will be unworkable
3	13/12/13	<ul style="list-style-type: none"> • Charge penalising use of coast • Will cause indiscriminate parking

- 3.6 With respect to the particular objection regarding the loss of the traffic warden service, the introduction of coastal car parking charges will have no significant effect on enforcement as all but one site will be controlled via barrier entry.
- 3.7 In considering the remaining objections, the view was taken that the individuals concerned are opposed to the principle of charging generally and are not prepared to reconsider their position. While the 1999 regulations advise that the Council may hold a hearing to consider outstanding objections to the Order, it is not obliged to do so. In the circumstances, given that the outstanding objections relate to matters that have already been considered by the Council, it is proposed that no hearing be held and that the Order be made by the Council.

4 POLICY IMPLICATIONS

- 4.1 These proposals are expected to contribute towards the Strategic Outcome Indicator “East Lothian is an even safer place” and “East Lothian has high quality natural environments”, which are key priorities for the Council and its partner organisations.

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 - All costs have been accommodated within the 2014-15 Transportation Road Network revenue budget for the making of the Order.

All costs associated with the new infrastructure necessary to provide traffic management and parking improvements and contained with the Council’s Capital Plan 2013-16.

- 6.2 Personnel - None

- 6.3 Other – None

7 BACKGROUND PAPERS

- 7.1 Report to Council – Introduction of Parking Charges at Coastal Car Parks dated 18th December 2012.
- 7.2 The East Lothian Council (Off Street Coastal Parking Places)(Various Roads)(Prohibition and Restriction on Waiting, Loading and Unloading, Etc.) Order 2014.

AUTHOR’S NAME	Ray Montgomery
DESIGNATION	Head of Infrastructure
CONTACT INFO	rmontgomery@eastlothian.gov.uk pforsyth@eastlothian.gov.uk
DATE	10 April 2014

REPORT TO: East Lothian Council

MEETING DATE: 22 April 2014

BY: Depute Chief Executive (Partnerships and Community Services)

SUBJECT: SESplan Supplementary Guidance on Housing Land

9

1 PURPOSE

- 1.1 To ratify the decision of the SESplan Joint Committee of 10 March 2014 to approve SESplan's Supplementary Guidance on Housing Land (with minor editorial changes following consultation) prior to submission of the finalised Guidance to Scottish Ministers.

2 RECOMMENDATIONS

- 2.1 It is recommended that East Lothian Council:
- (i) notes SESplan's approval, with minor editorial changes of a non-policy nature, of its *Supplementary Guidance: Housing Land* and accompanying documents, as set out in the appendix to this report;
 - (ii) ratifies the decision of the 10 March 2014 SESplan Joint Committee to submit the Supplementary Guidance on Housing Land, as modified, to Scottish Ministers; and
 - (iii) agrees to adopt the Supplementary Guidance following expiry of the 28 day Ministerial consideration period unless, before this, Scottish Ministers direct otherwise.

3 BACKGROUND

- 3.1 SESplan, the Strategic Development Planning Authority, submitted its Proposed Plan to Scottish Ministers in August 2012. The submitted plan was subject to Examination by Reporters from the Department of Planning and Environmental Appeals. Their report and recommendations on the issues raised by the representations made to that Plan were subsequently submitted to Scottish Ministers.

- 3.2 Scottish Ministers approved SESplan's Strategic Plan, with modifications, on 27 June 2013. The most significant of those modifications related to the phasing and distribution of the overall SESplan housing requirement. Scottish Ministers required SESplan to prepare Supplementary Guidance to provide detailed further information for local development plans (LDPs) as to how much of that requirement should be met by the local development plans of each of the six member authorities for each plan period. Scottish Ministers expected that this Supplementary Guidance would be approved by them no later than June 2014, following consultation with the public and stakeholders.
- 3.3 The first stage in the preparation of this Supplementary Guidance, a consultation draft, was approved by the SESplan Joint Committee for ratification by the member Councils on 30 September 2013. As required by Scottish Ministers, this Guidance sought to distribute between the SESplan authorities the additional housing requirement consequent upon the changes made by Scottish Ministers in their approval of SESplan's Strategic Development Plan in June 2013. Essentially, this draft Guidance required East Lothian to identify land capable of delivering 10,050 new homes over the periods 2009-2019 (6,250 homes) and 2019-2024 (3,800 homes). While existing undeveloped housing land would contribute to this total, there would nevertheless be a need for the Council's Local Development Plan to identify significant additional housing land.
- 3.4 East Lothian Council ratified this consultative draft Supplementary Guidance at its meeting on 22 October 2013.
- 3.5 Following ratification by all six member authorities, SESplan's draft Supplementary Guidance was published for a six week consultation between 12 November and 23 December 2013. Over 160 consultees responded, raising some 580 individual responses. The Strategic Development Plan Manager presented a report on the Supplementary Guidance to the SESplan Joint Committee on 10 March 2014, including a summary of the consultation response, the main issues raised and the recommended SESplan response to the consultation responses received. The SDP Manager's report recommended that only minor editorial changes of a non policy nature be made to the draft Supplementary Guidance and its supporting documents in the light of the consultation response, prior to its submission to Scottish Ministers.
- 3.6 The proposed editorial changes to the draft consultative Supplementary Guidance previously ratified by this Council are detailed in the appendix to this report. In addition, a copy of the SDP Manager's report to the 10 March 2014 SESplan Joint Committee has been placed in Members Library Service for information (ref: 61/14, March 2014 Bulletin).
- 3.7 Summarising the response to the consultative draft Supplementary Guidance from an East Lothian perspective, of the 30 responses specific to this area there was an inevitable range of views depending on the nature of the interest. On specific sites (more of a matter for the Local

Development Plan) there were nine submissions from individuals opposing further development in west East Lothian (particularly at Goshen) on grounds including green belt and cultural impact, increased car commuting, traffic impacts and lack of infrastructure. There was one submission in support of Goshen from the landowner.

- 3.8 On more general issues, seven responses, all from the development industry, supported a greater proportion of Edinburgh's housing need and demand being directed to East Lothian. Three submissions from the development industry considered that the additional capacity directed to East Lothian had not been properly explained. Two submissions considered that East Lothian, as a rural area, was in danger of being urbanised.
- 3.9 The remaining submissions were individual responses on matters such as: East Lothian's housing allocation should be distributed elsewhere; the coastal strip is accessible and should be the focus of new development; sites in west East Lothian that do not affect the Wallyford area or the integrity of the green belt should be considered; North Berwick has no capacity for further development; East Lothian has infrastructure and environmental constraints, has already taken a substantial amount of housing and the delivery of its housing requirement is questionable.
- 3.10 The response of Scottish Government planners to the Guidance was broadly supportive but made the point that, without a clear understanding of the phasing of development and infrastructure provision, the deliverability of infrastructure necessary to support the strategy was questionable. They also noted the need for progress on cross-boundary transport issues, including required interventions, delivery mechanisms and funding contributions.
- 3.11 Transport Scotland advised that they are prepared to engage with authorities to identify what mitigation might be appropriate to address the impact of the strategy on the strategic transport network.
- 3.12 In response to the issues raised in the consultation, the SESplan Joint Committee of 10 March 2014 agreed to a number of minor editorial changes to the draft Supplementary Guidance and its accompanying Technical Note. However, it did not consider or agree to any substantive changes in terms of the proposed distribution of the housing requirement from that which was proposed in the consultative draft Guidance.
- 3.13 The process of member authority ratification of the finalised Supplementary Guidance, with minor amendments, is expected to be complete by mid-May. Thereafter, it will be submitted to Scottish Ministers. If no direction is issued by them to the contrary within 28 days of receipt then the Guidance will be adopted by each of the member authorities: on that basis it is anticipated to be in place around 13 June 2014.

4 POLICY IMPLICATIONS

- 4.1 The Supplementary Guidance will have a significant influence on the amount of additional housing land to be allocated in the East Lothian Local Development Plan. The Guidance also sets the context for calculating East Lothian's five year housing land supply and the extent to which this is being met.

5 EQUALITIES IMPACT ASSESSMENT

- 5.1 This report is not applicable to the well being 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 SESplan Strategic Development Plan, June 2013 (as approved)
7.2 Report to 22 October 2013 meeting of East Lothian Council by Depute Chief Executive (Partnerships and Services for Communities), *SESplan Supplementary Guidance on Housing Land*
7.3 SESplan Supplementary Guidance – Housing Land, Consultation Draft, November 2013
7.4 Report to 10 March 2014 SESplan Joint Committee by SDP Manager, *Supplementary Guidance*

AUTHOR'S NAME	Richard Jennings
DESIGNATION	Head of Development
CONTACT INFO	rjennings1@eastlothian.gov.uk
DATE	28 March 2014

Supplementary Guidance Housing Land – Proposed Editorial Changes

Table A – Supplementary Guidance Proposed Editorial Changes

Paragraph / Table Number	Existing Text	Proposed Editorial Change	Reason for Editorial Changes
2.2	“...a significant proportion of housing need and demand generated in the City of Edinburgh may need to be met in the other five LDP areas.”	“...a significant proportion of housing need and demand generated in the City of Edinburgh may will need to be met in the other five LDP areas.”	Removes uncertainty and is consistent with paragraph 110 of the SDP.
Table 3.2		Insert total row	Clarification of the scale of the additional allowances.
3.5	Replace paragraph	The distribution of the overall housing land requirement by LDP area builds on, and complements, existing committed development in accordance with the approved Spatial Strategy of the SDP. Capacity for development, that can be accommodated sustainably, has been identified where need arises and demand is found. This has had to take account of the analysis of the opportunities, constraints and capacities. This identified that there is insufficient sustainable capacity within the City of Edinburgh boundaries to meet a significant proportion of the demand for housing that arises there. Therefore, the shortfall has had to be made up in the other five LDP areas. This has either been located in areas closest to Edinburgh (e.g. Midlothian will deliver 4,000 units in the South East Edinburgh SDA) or to build on sustainable development opportunities, such as the opening of the Borders Railway. Full detail on how all the factors were considered in the Supplementary Guidance preparation process are set out in the accompanying Technical Note.	Additional reasoning and justification for the housing requirements set out in Table 3.1
3.11	In all circumstances, the principles and criteria set out within Policies 1B (Spatial Strategy Development Principles), 6 (Housing Land Flexibility) and 7 (Maintaining a Five Year Housing Land Supply) must be adhered to and met by each of the six LDPs.	In all circumstances, the principles and criteria set out within Policies 1B (Spatial Strategy Development Principles) and 6 (Housing Land Flexibility) must be adhered to and met by each of the six LDPs. Policy 7 (Maintaining a Five Year Housing Land Supply) enables LDPs to allocate sites outwith Strategic Development Areas, subject to satisfying the policy criteria.	Clarity in the Supplementary Guidance Document of the role of land outwith SDAs.

Table B – Supplementary Guidance Technical Note Proposed Editorial Changes

Paragraph / Table Number	Existing Text	Proposed Editorial Change	Reason for Editorial Change
Table 3.2		Remove footnote from table 3.2	Included as part of re-assessed land supply.
4.16	A step change in the level of housing completions by house builders will be required to deliver the HNDA requirement over the period 2009 - 2024.	A step change in the level of housing completions by house builders will be required to deliver the housing requirement over the period 2009 – 2024 (average of 7,180 dwellings per annum).	Additional text to give in context of the scale in increase of housing deliver required.
5.10	Following the refresh of the Spatial Strategy Assessment, each member authority determined that the total additional allowances (the phasing may have been amended).....	Following the refresh of the Spatial Strategy Assessment, each member authority determined that the capacity that made up the total additional allowances (the phasing may have been amended)....	Clarification that it was the capacity that was re-assessed.
5.13 Point 2	Additional text after “development sustainably.”	This is accordance with SDP paragraphs 113 and 116.	For clarification that the adopted SDP allows for LDPs to allocate land outwith SDAs.
5.14	Additional text at the end of the paragraph	Following the summary of the process for each LDP Area, a table shows the additional development capacity over the Established Land Supply. This includes the additional allowances previously set out in the Proposed SDP.	Clarifiaction of the process undertaken.
Table 5.3 Title	Additional Allowances in the City of Edinburgh	Additional Development Capacity in the City of Edinburgh	Correct definition of table
Table 5.4 Title	Additional Allowances in the East Lothian	Additional Development Capacity in East Lothian	Correct definition of table
Table 5.5 Title	Additional Allowances in the Fife	Additional Development Capacity in Fife	Correct definition of table
Table 5.6 Title	Additional Allowances in the Midlothian	Additional Development Capacity in Midlothian	Correct definition of table
Table 5.7 Title	Additional Allowances in the Scottish Borders	Additional Development Capacity in the Scottish Borders	Correct definition of table
Table 5.3 Title	Additional Allowances in the West Lothian	Additional Development Capacity in West Lothian	Correct definition of table
Paragraph 6.4	On the basis of the considerations above, Table 6.2 below sets out that the distribution of additional allowances by SDA to meet the shortfall of 24,338 units over the period to 2024.	On the basis of the considerations above, and the capacity analysis undertaken in section 5 , Table 6.2 below sets out the distribution of additional allowances by SDA to meet the shortfall of 24,338 units over the period to 2024.	Clarification

Paragraph / Table Number	Existing Text	Proposed Editorial Change	Reason for Editorial Change
New Paragraph after 6.5		Firstly, the distribution of the Housing Land Requirement must be in accordance with the SESplan Spatial Strategy set out in the approved SDP. It builds on existing committed development, focussing further development along preferred corridors optimising connectivity and access to services and jobs.	Based on the content of some consultation responses, there is a need to remind that the Supplementary Guidance must accord with the approved spatial strategy.
Paragraph 6.8	In this context, it is proposed that requirements are set for each LDP which ensure that need and demand are met as far as practical in areas close to where that arises, taking into account the analyses outlined in section 6.	In this context, it is proposed that requirements are set for each LDP which ensure that need and demand are met as far as practical in areas close to where that arises, taking into account the analyses outlined in section 6.5.	Correction
Table 8.17	Recommended as Preferred Location for Development in Original Assessment - NO	Recommended as Preferred Location for Development in Original Assessment - YES	Correction
Table 8.19	Recommended as Preferred Location for Development in Original Assessment - NO	Recommended as Preferred Location for Development in Original Assessment - YES	Correction

REPORT TO: East Lothian Council

MEETING DATE: 22 April 2014

BY: Depute Chief Executive (Resources and People Services)

SUBJECT: Appointment of Representatives to Outside Bodies

10

1 PURPOSE

- 1.1 To seek Council approval of the nomination of one Elected Member to the Lothian Buses Regional Sub-Committee.

2 RECOMMENDATIONS

- 2.1 That the Council:
- approves the appointment of Councillor Veitch to represent the Council on the Lothian Buses Regional Sub-Committee;
 - notes that a Council officer will act as an officer representative on the Lothian Buses Regional Sub-Committee.

3 BACKGROUND

- 3.1 As part of a shareholder restructure of Lothian Buses Ltd, a Regional Sub-Committee has been established, which will consider wider regional matters affecting East Lothian, Midlothian and West Lothian (the minority shareholders). The Council has been asked to nominate an Elected Member and an officer to represent the Council on this sub-committee. The Administration proposes that Councillor Veitch is the nominated councillor representative.
- 3.2 A representative from one of the minority shareholder councils will also be appointed to the role of Observer to the Board of Lothian Buses. The Observer will receive all information relating to Board meetings and will be able to attend and speak at meetings of the Board, but they will not be able to vote.
- 3.3 A report providing further details of the shareholder restructure at Lothian Buses has been lodged in the Members' Library (Ref 66/14, March 2014 Bulletin).

- 3.1 Members are asked to note that the updated list of representation on outside bodies will be published on the Council's website.

4 POLICY IMPLICATIONS

- 4.1 None.

5 EQUALITIES IMPACT ASSESSMENT

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

6 RESOURCE IMPLICATIONS

- 6.1 Financial – There may be expenses incurred in relation to allowances and other expenses Council appointees attending meetings of such Bodies, but these will be similar to expense for such purposes incurred in the past and will be met from the appropriate budgets.
- 6.2 Personnel – none.
- 6.3 Other – none.

7 BACKGROUND PAPERS

- 7.1 Report to the Members' Library: Lothian Buses – Shareholder Restructure Ref: 66/14 (March 2014 Bulletin).

AUTHOR'S NAME	Lel Gillingwater
DESIGNATION	Democratic Services Manager
CONTACT INFO	lgillingwater@eastlothian.gov.uk x7225
DATE	2 April 2014

REPORT TO: East Lothian Council

MEETING DATE: 22 April 2014

BY: Depute Chief Executive (Resources and People Services)

SUBJECT: Submissions to the Members' Library Service
13 February 2014 – 9 April 2014

11

1 PURPOSE

- 1.1 To record the reports submitted to the Members' Library Service since the last meeting of Council, as listed in Appendix 1, into the Council's Business.

2 RECOMMENDATIONS

- 2.1 Council is requested to record the reports submitted to the Members' Library Service between 13 February 2014 and 9 April 2014, as listed in Appendix 1, into the Council's Business.

3 BACKGROUND

- 3.1 The Members' Library Service has a formal role in the consultative process between Council officers and Members as outlined in Standing Order 3.4. It is therefore necessary to circulate a list of those reports submitted to the Library Service, to be recorded into the proceedings of the Council.
- 3.2 If Members have no objections to the reports listed in Appendix 1 they will be recorded into the Council's Business. All reports submitted to the Members' Library are available on eGov.

4 POLICY IMPLICATIONS

- 4.1 None

5 EQUALITIES IMPACT ASSESSMENT

- 5.1 This report is not applicable to the well being 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 East Lothian Council's Standing Orders – 9(iv)
7.2 Report to East Lothian Council on 25 January 2005 – Submission to the Members' Library Service 29 October 2004 - 14 January 2005, and Changes to the Members' Library Process

AUTHOR'S NAME	Lel Gillingwater
DESIGNATION	Democratic Services Manager
CONTACT INFO	lgillingwater@eastlothian.gov.uk
DATE	10 April 2014

**MEMBERS' LIBRARY SERVICE RECORD FOR THE PERIOD
13 February 2014 – 9 April 2014**

Reference	Originator	Document Title	Committee	Access
21/14	Depute Chief Executive (Partnerships and Community Services)	Service Review Report – Team Manager – Housing Assets	Cabinet	Private
22/14	Depute Chief Executive (Partnerships and Community Services)	Sports Award Scheme – Special Award	Cabinet	Public
23/14	Depute Chief Executive (Partnerships and Community Services)	Housing Allocations Policy Review 2013-14 – Draft Allocations Policy	Council	Public
24/14	Depute Chief Executive (Resources and People Services)	Treasury Management Strategy Statement	Council	Public
25/14	Depute Chief Executive (Partnerships and Community Services)	Service Review Report – Transfer of Local Community Planning Officer Posts	Cabinet	Private
26/14	Head of Development	Transfer of Title – Land at East Saltoun	Cabinet	Private
27/14	Head of Council Resources	Common Good Fund Awards 2013-14 Q3	Council	Public
28/14	Head of Children's Wellbeing	Service Review Report – Children's Wellbeing Service Redesign and Review	Cabinet	Private
29/14	Depute Chief Executive (Partnerships and Community Services)	Service Review Report – Graduate Placement-Trainee Internship-Marketing	Cabinet	Private
30/14	Chief Executive	Response to Call for Evidence on Reform of Fire and Rescue Service	Council	Public
31/14	Head of Development	Service Review Report – East Lothian Works Modern Apprentice	Cabinet	Private
32/14	Depute Chief Executive (Partnerships and Community Services)	Appointments to the Board of the Coastal Communities Museum Trust	Cabinet	Public
33/14	Depute Chief Executive - Partnerships and Community Services	Staffing Report – Creation of Three Six-month Graduate Placements Posts within the Corporate Policy and Improvement Unit	Cabinet	Private
34/14	Depute Chief Executive – Resources and People Services	Reconfiguration of Staffing – Business Finance /Corporate Finance Teams	Cabinet	Private

35/14	Depute Chief Executive – Partnerships and Community Services	Building Warrants Issued under Delegated Powers between 1 st and 28 th February 2014	Planning	Public
36/14	Depute Chief Executive – Partnerships and Community Services	North Sea Cycle Route – Proposed Works at Whitekirk	Cabinet	Public
37/14	Depute Chief Executive – Resources and People Services	Staffing Report – Creation of Modern Apprentice post within Education Business Unit	Cabinet	Private
38/14	Depute Chief Executive – Partnerships and Community Services	Transfer of Customer Feedback Team (x2.5 fte posts) from Customer Services to Corporate Policy and Improvement	Cabinet	Private
39/14	Head of Development	Sale of 24.5m ² at 13 Mucklets Crescent, Musselburgh	Cabinet	Private
40/14	Head of Development	Sale of Alderston House, Haddington	Cabinet	Private
41/14	Head of Council Resources	Rent Income posts	Cabinet	Private
42/14	Depute Chief Executive – Partnerships and Community Services	Proposed Work Notice Repair Works at 23 Newbigging, Musselburgh	Cabinet	Public
43/14	Head of Development	Response to the Home Report Consultation	Cabinet	Public
44/14	Depute Chief Executive – Partnerships and Community Services	Tender Acceptance for the Delivery of Energy Efficiency Measures Such as Cavity, Under Floor and Loft Insulation in Specific Locations in East Lothian	Cabinet	Public
45/14	Depute Chief Executive – Partnerships and Community Services	Proposed Work Notice Repair Works at 19 – 23 Balfour Street, North Berwick	Cabinet	Public
46/14	Depute Chief Executive – Partnerships and Community Services	Proposed Work Notice Repair Works at 6 – 8 The Wynd, Ormiston	Cabinet	Public
47/14	Depute Chief Executive – Partnerships and Community Services	Proposed Haddington Day Centre at Neilson Park Road, Haddington	Cabinet	Public
48/14	Head of Wellbeing	Staffing report – 2 year Extension of temporary posts of Violence Against Women Strategy Co-ordinator and Multi Agency Risk Assessment Co-ordinator	Cabinet	Private
49/14	Head of Development	Proposed House Extension at 6 Bellfield Square, Prestonpans	Cabinet	Public
50/14	Head of Development	Proposed House Extension at 9 Meadowbank Crescent, Ormiston	Cabinet	Public

51/14	Head of Council Resources	Service Review – Legal And Procurement	Cabinet	Private
52/14	Head of Communities and Partnerships	Sports Award Scheme - Special Awards	PPRC	Public
53/14	Head of Communities and Partnerships	Amendment to Facilities Management Services Structure	Cabinet	Private
54/14	Depute Chief Executive – Partnerships and Community Services	Tenant Participation Support Contract 2014-2017	Cabinet	Public
55/14	Depute Chief Executive – Partnerships and Community Services	CABx Service Level Agreements and Funding 2014/15	Cabinet	Public
56/14	Chief Executive	Haddington Sheriff and Justice of the Peace Court	Council	Public
57/14	Head of Education	Theme 2: Early Years, Childcare and Employability	Council	Public
58/14	Depute Chief Executive – Partnerships and Community Services	Proposed Demolition of Temporary Unit at Campie Primary School, Musselburgh	Cabinet	Public
59/14	Depute Chief Executive – Partnerships and Community Services	Sale of 118 sqms of land at 7 Green Apron Park, North Berwick	Cabinet	Private
60/14	Depute Chief Executive – Partnerships and Community Services	Proposed Upgrade of Comms Room, John Muir House, Haddington	Cabinet	Public
61/14	Depute Chief Executive – Partnerships and Community Services	SESplan Supplementary Guidance On Housing Land	Cabinet	Public
62/14	Head of Council Resources	Review of Financial Assistance Afforded to Community Organisations.	Council	Public
63/14	Chief Executive	Adult Learning in Scotland - Draft Statement of Ambition feedback response	Council	Public
64/14	Chief Executive	Inquiry into the Flexibility and Autonomy of Local Govt in Scotland - response to call for evidence	Council	Public
65/14	Head of Communities and Partnerships	Civil Marriage and Civil Partnership Charges – 2014/2015 and Citizenship Ceremony Charges – 2014/2015	Council	Public
66/14	Depute Chief Executive – Partnerships and Community Services	Lothian Buses – Shareholders Restructure	Cabinet	Public

9 April 2014