

**DRAFT MINUTES – Meeting of the North Berwick Coastal Area Partnership,  
24<sup>th</sup> March, 2015 7-9pm at Gullane Recreation Hall, Gullane**

**Meeting Chaired by :**

David Small, Chair, Director of Health and Social Care, East Lothian Council (DS)

**Members (and substitute members) present**

Cllr. Jim Goodfellow (JG)

Sue Northrop, North Berwick Community Centre (SN)

Rosanne Ainslie, Gullane Area Community Council (RA)

Niall Bradley, Aberlady Primary School Parent Council (NB)

Elma Danks, North Berwick Community Council (ED)

Ian Donald, Association of East Lothian Day Centres (ID)

JF, Gullane Primary School Parent Council (JF)

Jeremy Findlay, Gullane Area Community Council (JFin)

Nicky Fox, North Berwick Community Centre Management Committee (NF)

Irene Galloway, Law Residents' Association (IG)

Lesley Kay, North Berwick Area Children and Youth Network (LK)

Tim Harding, Lime Grove TRA (TH)

Donald McDonald, Gullane Area Community Council (DM)

Sheila Sinclair, North Berwick Community Council (SS)

Hilary Smith, North Berwick Community Council (HS)

Eric Thomson, Gullane Village Hall Management Committee (ET)

Ian Watson, North Berwick Area Children and Youth Network (IW)

**Others in attendance**

Sandra King, Area Manager (SK)

Kaela Scott, Local Community Planning Officer, East Lothian Council (KS)

Stephanie Carr, Assistant Local Community Planning Officer, East Lothian Council (SC)

**Apologies received**

Cllr. Tim Day (TD)

Gordon Gray, Dunpender Community Council (GG)

Evelyn Watson, North Berwick High School Parent Council (EW)

Rhiordan Langan-Fortune, Scottish Youth Parliament (RL)

Agenda Item	Key discussion points	Action
1. Welcome	DS welcomed everyone to the meeting and apologies were noted.	
2. Approval of the minutes	Minutes were approved without amendment.	
3. Matters Arising	<p><b>a) Appointment of Area Managers</b></p> <p>DS welcomed and introduced SK, the newly appointed Area Manager for the North Berwick Coastal and PSG wards. Formally starting in April, SK explained her role in supporting the Area Partnership to carry out their objectives in the Local Area Plan and being a key voice in liaison with East Lothian Council, the voluntary sector and local community groups. SK reflected on her extensive experience having worked both in North Berwick and Port-Seton, as well with key organisations such as Changes, First Step and Midlothian Healthy Living as well as in the tourism industry. SK expressed her delight and excitement in working with the Area Partnership and helping them to achieve their goals.</p> <p>DS noted SK’s appointment as a highly positive step forward for the North Berwick Coastal Area Partnership, and thanked her for attending the meeting.</p> <p><b>b) Process in moving towards a Community Chair</b></p> <p>KS distributed a proposal for discussion relating to the process of the Area Partnership in moving towards a community chair. She emphasised this document as a proposal rather than a finalised decision, and encouraged those present for some initial thoughts and ideas on how this could be taken forward in North Berwick Coastal.</p> <p>HS questioned KS of the time commitment required by the appointed Community Chair. KS responded, stating this was currently difficult to ascertain, and perhaps not something which could be set in stone at the present moment due to the evolving nature of the role.</p> <p>KS acknowledged however, the time commitment associated with this role will be a critical element to include in the job advertisement. KS explained the core Area Partnership meetings will form the main responsibility, whilst other meetings, for example which take place during the day, perhaps will be on an invitation basis and not necessarily an expectation.</p> <p>KS summarised the feedback so far at this point, noting the AP had raised important points including the importance of stating the time commitment on the role descriptions and confirmation there will be a position of a Vice Chair.</p>	



	<p>the workshops will be sent out following the events.</p> <p>A specific question was raised regarding the term 'non-recurring' on the Budget Workshop flyer. KS confirmed the meaning of this as funding only available this financial year.</p> <p>A further question was raised relating to where Coastal Erosion could fit in to these budget allocations. KS suggested this would be a key question to ask at the Budget Workshop.</p> <p>KS advised this topic will be passed onto budget staff for the event.</p> <p><b>d) Community Broadband survey</b></p> <p>KS confirmed this consultation closed on the 28<sup>th</sup> of February, and most of these results have been collated. KS explained over 500 responses were received, and there was a good spread across the rural areas. She also noted the highly valuable work of the letter box drops in contributing to this significant response rate.</p> <p>KS advised a report summarising the key themes will be distributed to the AP and those who completed the survey within the next fortnight. This will be finalised following a meeting taking place between relevant Officers as well as Community Broadband Scotland.</p> <p>ID brought to attention a potential scam relating to broadband offers. He explained he was contacted by a firm and offered a faster broadband package which involved the company sending a router with faster speeds at an expense of £99. ID continued and highlighted that, although this initially sounds plausible, the router is in fact a standard router normally sold for around £16, thus, it does appear to be a scam. ID highlighted the importance of being aware of potential scams such as these, and noted these companies seem to be particularly targeting businesses.</p> <p><b>e) Community hospital project</b></p> <p>DS explained invitations were sent out regarding a briefing and update session on the new Community Hospital Project. JF attended on behalf of the AP and provided a summary of the main points of the information day as follows:</p> <ul style="list-style-type: none"> <li>➤ A new hospital will be built on the Roodlands site, providing the services currently offered, as well as additional services and facilities.</li> <li>➤ Notably, this new hospital will provide Orthopaedic and Stroke rehabilitation, allowing patients to receive rehabilitation more locally.</li> <li>➤ There will be a larger outpatient department, with capacity for more specialised clinicians (dependant on if motivation is</li> </ul>	<p><b>Action: Staff-</b> To circulate report on Community Broadband survey results to AP once finalised.</p>
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- there from the specialist services).
- It is anticipated there will be increased capacity for day surgery.
  - The location looks to take advantage of the Southerly aspect with a large open, atria and cafe with views of the Lammermuirs and plenty of natural light.
  - Phase 1 of this project is hoped to begin late this year, into early next year.

SK asked JF if a maternity service will be provided at this new Community hospital. JF confirmed that, despite there being enthusiasm for this provision, unfortunately it is currently inhibited by a lack of resources, particularly relating to staffing, laboratory and image reporting and oncology. JF advised perhaps this is something which will be considered further in future.

JF also explained there will be no minor injuries unit at the hospital. This sparked concern from some of those present. DS, who also Chairs the Hospital project Board explained that the provision of a minor injuries unit is determined by the figures surrounding minor injuries, and emphasised a certain level of 'activity' is required to ensure staff are maintaining their skills. DS also confirmed the Eddington, Western General and Royal Infirmary will still retain their minor injury services, and this new community hospital will be providing an open access x-ray service.

There was also concern voiced over the perceived impact on the services already provided at the Roodlands Hospital. JF confirmed the project is intended to make as least disruption as possible, and East Fortune House will be critical in minimising this impact.

Discussion directed to the issue of transport and travel. KS noted some key service changes to the new supported bus routes, highlighting a new health link service 111, between Gullane and Aberlady, Haddington and Royal Infirmary, as well as amendments to service 121 and 120. KS advised she will provide more updates on this when they become available.

There was emphasis placed on the importance of transport timings being aligned closely with visitor timings. NF also emphasised that more awareness-raising is required within the health sector, and those responsible for patient-appointments should be asking questions such as , 'How are you getting here'. She reinforced this is not only about scheduling appropriately timed appointments with the required travel time of the patient, but importantly, ensuring people do not feel anxious about missing their appointment or being late.

JF confirmed, if he is able to, he will continue to attend the update

	<p>and briefing sessions on the new Community Hospital Project as a representative of the NBC AP.</p>	
<p><b>4. Local Area Plan:</b> Refocusing Our Priorities</p>	<p>➤ <b>Opportunities for Young People: Children and Youth Network Action Plan</b></p> <p>LK introduced herself as a member of the Children and Youth Network as well as IW who Chairs the network. LK noted the Network has been existence for more than 10 years, and is essentially a group of local people who want to put the interests of young people first. LK continued, explaining the network currently has representation from the Police, Community Wardens, the health sector including school nurses, Rotary, and the Youth Project which she represents. LK emphasised everyone is welcome to attend the Network meetings.</p> <p>The working draft of the Children and Youth Network Action Plan 2015 was distributed. (This will be circulated with minutes).</p> <p>LK discussed the Aims and Key Themes pointing out in particular the importance of the Network in looking to build resilience, increase life/employability skills, promote inclusion, reinforce a community-based approach, and create more opportunities to bring different age groups together.</p> <p>LK explained eight priorities have been identified, and discussed these individually. (Please refer to Working Draft of Action Plan which will be circulated with the minutes).</p> <p>LK invited any comments or questions either on the Draft Action Plan or about the Network in general.</p> <p>One question was raised regarding the uptake of these Children and Youth services from outlying villages. There was concern voiced around potential gaps in provision, particularly where transport may be an inhibiting factor. LK explained changes to activity times for example have allowed more access and participation, such as scheduling activities straight after school. HS also agreed this has also been an effective strategy in the scheduling of meeting times for the Duke of Edinburgh award scheme.</p> <p>NB voiced his concern over the availability and accessibility of activities for children and youth living in Aberlady, highlighting the challenges they have in securing an appropriate space.</p> <p>Concern was also conveyed on the foreseen impact of the loss of the SPACE. There was consensus that would be imperative to monitor the impact of this loss of SPACE.</p> <p>DS confirmed any further questions on the Children and Youth</p>	

	<p>Network and their Action Plan could be sent through to Lesley or emailed to <a href="mailto:nbc-ap@eastlothian.gov.uk">nbc-ap@eastlothian.gov.uk</a>.</p> <p>➤ <b>Needs of Our Older Population: independent living and community support</b></p> <p>ID explained he had requested this topic be added as an agenda time, emphasising the critical nature of the issue and the need to be proactive rather than reactive.</p> <p>He referred to the need to address the increasingly complex and serious needs of the older aged bracket of 75+, and acknowledged Day Centres are finding it increasingly challenging to meet these needs.</p> <p>ID also put forward key concerns such as how people will be able to be supported in their homes, if day centres are at capacity.</p> <p>There further seems to be a gap in a circumstance where someone requires support and personalised care, however a care-at-home service is not an option, and a day centre may not be available. ID pointed out the importance of addressing future housing needs and requirements.</p> <p>ID highlighted this situation will continue to worsen, particularly when observing population figures in these particular age groups, and it needs to be thought about now. ID emphasised the value of the AP in feeding into Strategic Planning Groups from the grass-roots level and reinforced this will be integral in ensuring a voice for older people.</p> <p>There was also an acknowledgement of the extensive and valuable work of Alzheimer Scotland and Dementia-Friendly. In addition to longer-term prevention and reducing risk, this organisation and initiative also focus on the importance of maintaining social connections; keeping cognitively connected- something that doesn't necessarily come with a huge cost.</p> <p>KS raised the idea of a working group focusing on the needs of the Older People. There was agreement and significant enthusiasm by the AP. KS encouraged those interested to consider other representatives and key people they would wish to be a part of this working group. It was acknowledged this group would be essential in identifying what is already available, as well as what else is needed.</p> <p><b>Action: Staff to communicate to AP regarding establishment of an Older Peoples working group in advance of the June AP meeting.</b></p>	<p><b>Action: Staff-</b> Assist in establishing Older People's Working Group.</p>
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	<p style="text-align: center;">➤ <b>Greenspace and the Environment</b></p> <p>KS distributed a document which briefly summarised a few of the topics brought up so far around this key theme. She emphasised however, this was not in any detail, and just for reference as a conversation starter.</p> <p>SK highlighted the extensive grass-roots work of the Art Centre as well as the Beach Wheelchair Project.</p> <p>There was also a question relating to the implementation of 'Countryside around towns', which was discussed throughout the MIR. JG advised it is very likely countryside around towns will remain.</p> <p>NF gave input about a new Stepping Out Gardening Project at the Abbey, promoting positive mental health and valuable social opportunities for those living at the Abbey. NF also reinforced the importance of mental health and well-being being on the agenda for future Partnership meetings.</p> <p>Discussion was brought to an end due to time restraints, and it was agreed the topic of Localising Services would be discussed at the next meeting.</p> <p>KS highlighted the need for more background information on the key themes- and proposed the AP could provide detailed information electronically in advance of the next meeting. The AP agreed to feed back into these key themes via email.</p>	
<p><b>5. AOCB</b></p>	<p>KS brought to attention the ongoing work being conducted into infrastructure modifications and behavioural changes to encourage active travel across East Lothian. KS highlighted funding from Smarter Choices, Smarter Places has been secured, part of which will be contributing to the scheduling of the mini-conferences for the Area Partnerships. These will also be tied into developing the Local Transport strategy. KS advised more information on these conferences will be provided.</p> <p>SS also noted the East Lothian Community Rail Partnership is looking for representatives from each AP, and confirmed she is happy to continue to represent the NBC AP.</p>	



<b>6. Dates of next meetings</b>	<b><i>Tuesday 9<sup>th</sup> June, 7-9pm, Hope Rooms North Berwick</i></b> <i>Tuesday 8<sup>th</sup> September, 7-9pm</i> <i>Tuesday 10<sup>th</sup> November, 7-9pm</i>	Please send any apologies to: <a href="mailto:nbc-ap@eastlothian.gov.uk">nbc-ap@eastlothian.gov.uk</a>
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