



MINUTES OF THE MEETING OF THE CABINET

TUESDAY 8 DECEMBER 2015
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON

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Committee Members Present:

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

Other Councillors Present:

Councillor S Brown
Councillor S Currie
Councillor J Goodfellow
Councillor P MacKenzie
Councillor F McAllister
Councillor K McLeod
Councillor J Williamson

Council Officials Present:

Mrs A Leitch, Chief Executive
Mr A McCrorie, Depute Chief Executive – Resources and People Services
Mr D Small, Director of Health and Social Care Partnership
Mr J Lamond, Head of Council Resources
Mr T Shearer, Head of Communities and Partnerships
Mr D Proudfoot, Head of Development
Mrs K MacNeill, Service Manager – Licensing, Administration and Democratic Services
Mrs M Ferguson, Service Manager – Legal and Procurement
Ms E Wilson, Service Manager – Economic Development and Strategic Investment
Ms L Shaw, Corporate Finance Manager
Ms S Fortune, Service Manager – Business Finance
Mr R Baty, Team Manager, Business Development
Ms J Mackay, Media Manager
Ms P Bristow, Communications Officer

Clerk:

Ms A Smith

Apologies:

Councillor S Akhtar

Declarations of Interest:

None

1. MINUTES FOR APPROVAL

The minutes of the meeting of the Cabinet of 20 October 2015 were approved.

Councillor Currie requested an update on the establishment of the Poverty Commission. The Chief Executive advised that the first meeting would be taking place in early 2016.

2. FINANCIAL REVIEW 2015/16: QUARTER 2

A report was submitted by the Depute Chief Executive (Resources and People Services) recording the financial position at the end of the 2nd quarter of the financial year 2015/16.

The Head of Council Resources, Jim Lamond, presented the report, drawing attention to the budget summary and in-year budget adjustments. He outlined the general services revenue summary position. He highlighted key aspects in relation to the housing revenue account and general services capital. He concluded that despite the favourable financial variance highlighted, the overall position was satisfactory but finely balanced and therefore as a consequence, remained extremely challenging. Despite the relatively upbeat reaction to the recent UK Chancellor's Autumn Statement, the UK national figures within the Comprehensive Spending Review still pointed towards significant reductions in public sector spending through until 2019/20. Although the Council would not receive certainty on the financial settlement until 16 December, discussions between COSLA and Scottish Government were ongoing and it was likely that Scottish Local Government would face a significant cash terms reduction in its Government Grant for next year.

Mr Lamond responded to questions from Councillor Currie. As regards the underspend, he advised that he was not aware of any services the Council was not delivering. With regard to why the budget was not being re-based, he stated that the report set out the reasons for the underspend; additional income, significantly less spending on the staffing budget, managers and staff meeting challenging targets and tightening of recruitment campaigns. The current level of underspend, given what was forthcoming, should not mean re-basing the budget. As regards the Housing Revenue Account Programme Board, he stated that various different officer groups had met previously; this was a formalisation of the process, the Board would provide a coherent overview of the entire programme. Councillor Currie, referring to capital projects, queried coastal car parks, zero in terms of actual spend. Mr Lamond advised that this was a complex area; regarding this year's activity the take up had been slower than anticipated, it was unlikely that the figure raised by coastal car park income would exceed £100,000 this financial year and that similarly, capital spend on the coastal car parks/toilets would also be lower than planned.

Mr Lamond, responding to Councillor McAllister's question about the Core Path Plan implementation, confirmed that nothing had been spent to date, which was not untypical for many capital projects at the half year stage. Tom Shearer, Head of Communities and Partnerships, stated that money had been identified to extend and improve the Core Path Network throughout East Lothian and there was an ongoing programme of works. Councillor McAllister also asked about the promenade improvements at Fisherrow. Liz Shaw, Corporate Finance Manager, advised that the underspend had been carried forward from the previous year and would be spent in this financial year.

In response to questions from Councillor McMillan, Mr Lamond advised that a budget would only need re-based if it had been inaccurate and causing immediate operational difficulty, adding that he had never known this to have happened in recent times and that re-basing effectively took place each year as part of budget development. Responding to a query about the cultural shift in the Council, Mr Lamond stated there had been a huge cultural shift in the mindset of both management and across the staff base, to an extent not seen previously. Officers had responded admirably and were continuing to deliver services; there

had also been some clever, innovative thinking with much effort made to deliver services as efficiently and effectively as possible.

The Chief Executive stressed it was important that Cabinet were aware of the very deliberate steps taken by managers and staff across the Council in scrutinising every element of their budget. Essential services were still being delivered; customer satisfaction levels were being maintained. Next week local authorities would find out the grant settlement figure; some latitude in current budgets would stand the Council in good stead.

Councillor MacKenzie commented on the substance of the report, remarking that it detailed how well an underspend was being delivered not how the budget was being delivered. He added that as outlined by the Arbutnott Commission sharing services was the way to save money in local government.

Councillor Day welcomed the report which supported and underpinned this Administration's budget. There had been a cultural shift. This Council was delivering against its objectives. The second report recommendation, to maintain tight financial control over budgets, was the correct course of action.

Councillor Currie stated that the financial strategy approved in February had been set aside and the position now seemed to be to underspend this year's budget to support future years. He disagreed that the Council was delivering on services. A crucial issue was the number of people that would be kept in hospital over the festive period; the Council was not delivering in terms of delayed discharge. Throughout the report there was reference to corrective action being taken which meant cuts; this was not being acknowledged by the Administration.

Councillor Hampshire thanked all managers for delivering this underspend and every member of staff for their hard work in difficult circumstances. He made particular reference to the work carried out by Planning, Waste and Transportation services.

Councillor McMillan responded to comments from Opposition Members. He stated that local authorities were unique in how budgets had to be set and how funding was carried out. The Council had a long term strategy in place. He made reference to the external auditor's positive report to the October Council meeting. He endorsed Councillor Day's comments.

Councillor Grant welcomed the report. He made comments in relation to the health and social care budget. There were issues regarding delayed discharge, which the Integration Joint Board would review. The Council was making progress; the financial strategy was proving effective.

Councillor Veitch highlighted the effort made to secure savings while retaining services and thanked all budget holders across the Council. As stated by Mr Lamond the situation was finely balanced. The Council was hugely dependent on the Scottish Government grant and awaited the forthcoming settlement with interest.

The Convener welcomed the report, which followed the recent performance report from the external auditor; the best audit this Council had ever received. Officers were doing a very difficult job in very difficult conditions and were all to be congratulated. There were challenges ahead; it was therefore sensible to take a prudent approach. The financial strategy was working; the Council was doing what was required to protect services.

Decision

The Cabinet agreed:

- i. to note the financial performance of services at the end of September 2015; and

- ii. that Council officials be asked to maintain tight financial control over their budgets with a view to preserving budget underspends between now and the end of the financial year, these will be used to support future year's budgets.

3. EAST LoTHIAN FOOD AND DRINK – BUSINESS IMPROVEMENT DISTRICT (BID)

A report was submitted by the Depute Chief Executive (Partnerships and Community Services) informing Cabinet of the East Lothian Food and Drink - Business Improvement District (BID).

Richard Baty, Business Development Team Manager, presented the report. He made reference to the initiation of East Lothian Food and Drink (ELFD) in 2004 and its twin objectives. He outlined the aims of the potential ELFD BID. He informed Cabinet that the grant application to the Scottish Government had been approved within 24 hours. He took Members through the process required for the ballot and gave details of the draft proposal for the BID. He stated that if successful in the ballot, this would be the first sector BID for food and drink in the UK and Europe.

Mr Baty responded to questions from Members, clarifying that any new start up businesses would come into the BID and also providing details of work being done with various local suppliers regarding extending the range of produce.

Councillor Currie acknowledged the amount of work carried out by this team. He agreed that getting East Lothian produce into the London market was vital.

Councillor McMillan welcomed the report; this was a tremendous piece of work and he thanked officers. A huge effort had been made to promote ELFD, in line with the Economic Development Strategy's aim to make the county Scotland's leading coastal food and drink destination. The team had developed excellent links to help make this collaboration work. He made reference to the London Food Show last year where ELFD produce had received significant attention; this had highlighted the need for a distribution and supply chain to London. This was an excellent initiative and would be the impetus for ELFD going forward.

Councillor Veitch stated that since ELFD's initiation in 2004 it had been a pillar of success and played to the county's strengths. As Mr Baty had indicated, if successful, this would be the first sector BID in Europe, which was especially praiseworthy. The key issue was getting support from businesses. He noted that the ELFD initiative had been held up as an exemplar project by the Scottish Government.

Councillor McAllister made reference to the high quality of Scottish produce. The Council should continue to be innovative and also consider further work with the tourist industry.

Councillor Hampshire also welcomed this initiative and praised the work carried out by staff.

The Convener welcomed the report. This Administration had made growing the economy of East Lothian a key priority and had provided additional resources for economic development. He also gave thanks to officers and Councillor McMillan, Cabinet Spokesperson for Economic Development.

Decision

The Cabinet agreed to support the initiative and agreed a financial commitment of £20,000 a year for 3 years, subject to a successful ballot.

4. FREEDOM OF INFORMATION (SCOTLAND) ACT 2002 AND DATA PROTECTION ACT 1998 – COMPLIANCE STATISTICS

A report was submitted by the Depute Chief Executive (Resources and People Services) regarding the Council's compliance for the period 1 April 2015 to 30 September 2015 with a) the 20 working day timescale laid down by the Freedom of Information (Scotland) Act 2002 and b) the 40 calendar day timescale laid down by the Data Protection Act 1998.

The Licensing, Administration and Democratic Services Manager, Kirstie MacNeill, presented the report. She gave details of the Freedom of Information and Data Protection statistics for the period in question. She also drew attention to the statistics in relation to the Environmental Information (Scotland) Regulations 2014. She informed Members that the top three enquirers were the general public, commercial organisations and journalists.

Councillor Currie supported the FOI Act on the basis of its original design but expressed concern that it was increasingly being used by commercial organisations to obtain information, which was never its intention.

Councillor McMillan also endorsed the spirit of the FOI Act and agreed that its interpretation was being misused by some commercial companies.

Decision

The Cabinet agreed to note the report.

Signed

Councillor Willie Innes
Council Leader and Convener of the Cabinet

REPORT TO: Cabinet
MEETING DATE: 12 January 2016
BY: Depute Chief Executive (Resources and People Services)
SUBJECT: Welfare Reform Update

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1 PURPOSE

- 1.1 To provide an update to Cabinet Members on the Benefits and Financial Assessments Service's involvement in responding to changes introduced as a consequence of the Welfare Reform Act (2012).
- 1.2 To inform members of how the Benefits and Financial Assessments Service is planning to respond to further expected welfare changes

2 RECOMMENDATIONS

Cabinet agrees to:

- 2.1 continue to promote awareness and understanding of the impact of the welfare reform changes on East Lothian communities.
- 2.2 take action to try and minimise any potential negative impacts of welfare reform by ensuring that Council service areas are optimally configured to continue to deliver high quality services to East Lothian residents.
- 2.3 note the potential impact of welfare reform on individuals and families when taking decisions about service development and to consider as part of budget deliberations.

3 BACKGROUND

- 3.1 This report is the latest in a series of reports to Elected Members providing information on the UK Government's welfare reforms, the consequential changes to Council Services and the potential impacts for East Lothian residents.
- 3.2 Since early 2013 the Welfare Reform Task Group has considered the service implications of the various welfare reforms and in response has

produced a succession of Welfare Reform action plans which have provided a framework for Council Services to deliver a concerted response, (see 'Welfare Reform Action Plan Sept 2015 – March 2017' within Appendix 1).

- 3.3 Since the introduction of the Welfare Reforms started in April 2013, the Welfare Reform Task Group's strategy has been supported by the activities of the Welfare Reform Liaison Group and the Welfare Reform Reference Group. These groups have facilitated communication between Council services which have had to respond to welfare reforms and the Council's external partner agencies.
- 3.4 Following an initial Welfare Reform event held in December 2012, these groups have met on a regular basis to consider how the respective agencies might best respond to the impacts of the reforms. Whilst this strategy has worked well in respect of the reforms to-date, the Task Group plans to review its existing communication activities. In doing so, it aims to develop a communications plan which is more focussed on the continuing roll out of Universal Credit and changes associated with the recent amendments being proposed in the Scotland Act, (which will reflect the Smith Commission recommendations).
- 3.5 The Task Group also plan to hold a further Welfare Reform event at the Brunton Hall on the morning of Wednesday 10th February 2016. This event will inform stakeholders of the latest developments in Welfare Reform and explain what the council's response has been as well as its expected future involvement.
- 3.6 The current Welfare Reform Action Plan also seeks to establish an East Lothian Rights and Advice Network. It is envisaged that this will replace the current Welfare Reform Reference Group as a forum to share information, consult and engage with key stakeholder groups and support the development of an inter-agency referral system.
- 3.7 Since April 2013, the impact of Welfare Reforms has required responses from a range of Council Services. Whilst these impacts have been diverse the risks posed by the reforms to East Lothian residents ability to maintain their rent payments in respect of their private or social sector tenancies has been an ongoing concern.
- 3.8 The Council's Rent Income Team has worked closely with the Community Housing and the Benefits Teams to ensure that Council Tenants having difficulty in paying their rent receive all appropriate support.
- 3.9 The Benefits Team's response to the Welfare Reforms is set out in greater detail in the following paragraphs, however initial expectations of a reducing HB caseload during the period 2013 to 2015 proved to be unfounded due to a 2 year delay in the roll out of the Universal Credit Programme. Nonetheless the service progressed plans to widen the range of services it delivers to include the Scottish Welfare Fund, (SWF) and Financial Assessments for Adult Wellbeing Services. Whilst this has

inevitably increased the workload of the service, it has managed to maintain acceptable levels of processing performance whilst delivering the combined services in a more holistic manner. Laterally the Benefits Service has also played a key role in the accelerated roll-out of Universal Credit which commenced on 27 April 2015.

Council Tax Reduction Scheme, (CTRS)

- 3.10 In April 2013, the Council implemented the Council Tax Reduction Scheme, (CTRS) on behalf of the Scottish Government. This scheme replaced Council Tax Benefit which had previously been administered by the Council on behalf of the Department for Work and Pensions, (DWP).
- 3.11 Whilst the legislative and funding framework for CTRS is fundamentally different, the similarities between the new scheme and the one it replaced ensured a smoother transition for Benefits Unit staff. The fact that Council Tax Benefit claimants have seen little or no change financially in their CTRS awards since 2013 has also meant that the overall change has had a low impact on East Lothian Council Tax Payers.
- 3.12 Currently, the main issues facing CTRS relate decisions about how closely the scheme should mirror the UK Housing Benefit Scheme. If left unaddressed further welfare reforms proposed in the UK Government June 2015 Budget could result in higher CTRS expenditure by Scottish councils. So far, CTRS expenditure has been contained within its fixed budget however factors such as Scottish Government policy decisions and local demand variations could determine whether or not this remains the case.
- 3.13 As part of the Council Tax Scheme, the medium to longer term the future of CTRS will be determined by the outcome of the Scottish Government's expected reform of local taxation.

Scottish Welfare Fund, (SWF)

- 3.14 Since 1st April 2013, the Benefits Team has been administering Crisis Grants, (CGs) and Community Care Grants, (CCGs) as part of the Scottish Government's '2 year' interim Scottish Welfare Fund, (SWF) scheme. These grants replaced 2 elements of the Social Fund, (loans) scheme which were previously administered by the DWP.
- 3.15 The 2 year interim scheme was extended for a 3rd year due to delays in the necessary legislation progressing through the Scottish Parliament. However the Scottish Government now plans to implement the 'permanent 'SWF' scheme in April 2016.
- 3.16 Initially implemented in a short space of time, Benefits staff rose to the challenge by adapting to apply a broader assessment criteria to claimant's household circumstances which now includes an element of needs assessment, (as well as assessing a claimants means). Whilst the learning curve for staff has been steep the experience gained in the last 2 years has helped the Team deliver a more holistic service which

has played a key role in supporting vulnerable individuals and households maintain their tenancies and their capacity to live independently. The service works closely with internal partners such as Community Housing and Adult Wellbeing and has established strong links with third sector agencies such as the East Lothian Food Bank and ELVON.

- 3.17 The establishment of the 'Permanent Scheme' in April 2016 may not generate any noticeable change for SWF clients however this will introduce an independent second tier review process for SWF decision making which will be overseen by the Scottish Public Services Ombudsman, (SPSO). It is also expected that the funding arrangements will start to take account of caseload levels. The Service will take account of these changes and will be ready to review its processes as and when required.

Housing Benefit Changes

- 3.18 Since April 2013, there have been a number of welfare reforms which have affected the administration of Housing Benefit. A change to the way that Local Housing Allowance, (LHA) rates are set reduced the amount of rent allowance that private sector Housing Benefit claimants could be awarded. In addition to this, an overall Benefit Cap was also applied to ensure that no one in receipt of welfare benefits was allowed to exceed average earnings. The level of Housing Benefit was reduced in order to achieve this, however this change only affected a small number of households in East Lothian and work was done with partner agencies to reduce the number of households that were potentially at risk of experiencing detriment.

Housing Benefit Under Occupancy, (Bedroom Tax)

- 3.19 On 1st April 2013, a Housing Benefit Under Occupancy supplement was introduced. Commonly referred to as the 'Bedroom Tax' the supplement is actually a restriction applied to the amount of Housing Benefit awarded to claimants who are under occupying their Council or Housing Association tenancy. Tenants under occupying by 1 bedroom are subject to a 14% reduction in the eligible rent used to calculate their Housing Benefit, (HB) whilst Tenants under occupying by 2 or more bedrooms are subject to a 25% reduction.
- 3.20 This was a significant change to the Housing Benefit assessment and initially it led to a number of social sector tenants experiencing shortfalls between their HB award and their contractual rent. This issue generated a lot of public concern and in response the Scottish Government and CoSLA agreed additional funding for Council's Discretionary Housing Payment, (DHP) budgets to mitigate the effect of under occupancy.

Discretionary Housing Payments, (DHPs)

- 3.21 Traditionally, DHP awards have been made to HB claimants in order to alleviate housing related hardship for short periods of time. The

administration of these payments is governed by the Council's DHP Policy. More recently the additional requirement for open ended DHP awards to be made in respect of under occupancy mitigation has introduced additional administrative challenges.

- 3.22 Whilst the Council continues to receive an element of DHP funding from the DWP which is directed at alleviating other forms of housing related hardship, this has been reduced over the same period that welfare reform related hardship has continued to increase. Meanwhile the majority of DHP funding now comes from the Scottish Government. Given that this is effectively ring fenced for under occupancy mitigation the Benefits Team are being faced with increasingly difficult decisions to make in response to a demand for DHP payments in respect of hardship which is only expected to increase further in response to future welfare changes.

Universal Credit

- 3.23 In 2013, the Universal Credit (UC) programme was expected to be rolled out across the UK in respect of 'new claims' by 2015 and that this would be followed by a transfer of existing 'working age' HB cases into Universal Credit 'Housing Costs' by 2017. The ELC Benefits Service Plan took account of the potential reduction in HB caseload by redesigning the service to include additional welfare related services which could be delivered in concert with CTRS and the residual 'pension age' HB caseload. However, the fact that the UC programme is currently over 2 years behind schedule has meant that the Benefits Service has so far retained the full HB caseload whilst absorbing and integrating the additional workload.
- 3.24 Since April 2015 ELC have been involved in the first tranche of the 'accelerated' roll-out of UC. Under this revised programme entitled 'Universal Credit Delivered Locally' local authorities are regarded as key partners for Job Centre Plus/DWP in a combined effort to assist East Lothian residents claiming UC and access Personal Budgeting Support, (PBS). This has seen the Benefits Service and other Council Services enter a Delivery Partnership Agreement, (DPA) with Job Centre Plus/DWP staff and other external partners from East Lothian Housing Association, (ELHA) and Castle Rock Edinvar Housing Association, (CRE). An Operational Delivery Group, (ODG) was formed to monitor and manage the various aspects of the accelerated UC roll out. However, to-date this arrangement has overseen only a portion of the new claims initially forecast to progress on to UC.
- 3.25 Whilst currently small in number the additional administrative overheads involved in dealing with UC cases have been significant. This has largely been due to the need to closely monitor UC cases to ensure that in spite of receiving help with their Housing Costs under UC, claimants still engage with the Benefits Service to ensure that they claim CTRS and also engage with the Council's Rent Income Team early enough to prevent rent arrears becoming an issue.

- 3.26 The Benefits Service has been informed that in early 2016, ELC will be amongst the first local authorities to take part in the roll-out of the Universal Credit, (Digital Service). Whilst it is thought that this should improve the UC claimant's journey, it is also envisaged that this initiative should also introduce a higher level of automation that may improve the process of liaison between Council Services and the UC Service Centre.
- 3.27 Whilst UC currently excludes claims from a range of claimant types, it is understood that the introduction of the digital service will expand the categories of claimants that UC claims can be accepted from. Whilst this is likely to result in more claimants being referred to the Council for help with claiming UC online, and for Personal Budgeting Support, it is also likely to significantly increase the overall volumes of UC cases and the associated administrative overheads.
- 3.28 A further ODG meeting is to be scheduled for early in the New Year. The Officer's representing the Council at this meeting will be looking to negotiate a Delivery Partnership Agreement, (DPA) for 2016/17 which reflects the now expected step change in the UC roll-out programme.
- 3.29 In the longer term, the Universal Credit programme will become a catalyst for significant change in the Council's Benefits Service and will also create additional challenges for the Rent Collection Team and other Council Services. These challenges are expected to arise from an increase in demand for different forms of assistance from UC claimants who may either experience difficulty in claiming and/or managing their household finances. These services along with help with employability skills will be the principle themes of 'Universal Credit Delivered Locally'.

Wider Welfare Reforms

- 3.30 Aside from the impact of the reforms on the Benefits administered directly by the Council, it must be borne in mind that East Lothian residents continue to be affected by ongoing changes to other welfare benefits. Whilst in many instances these changes may have a neutral effect, in others it may result in both less income to the household and a higher portion of their rent to pay.
- 3.31 Since October 2013, the DWP have been working through a program which will eventually see people aged 16 to 64 who are currently entitled to receive Disability Living Allowance (DLA) migrate on to Personal Independence Payments (PiPs). Overall, this has seen many households receiving a reduced income and a reduction in the rate of disability premium awarded, which can often reduce HB/CTRS entitlement.
- 3.32 In the June 2015 Budget, the Chancellor of the Exchequer proposed further welfare changes which were aimed at reducing claimant's reliance on state benefits and encouraging people to take on work and/or additional hours. These proposals initially included a change which would have seen working age households lose their Tax Credits in April 2016. Following an intervention by the House of Lords the Chancellor

dropped this proposal however, these households will now lose their Tax Credit entitlement as and when their claim is transferred into Universal Credit.

3.33 It is understood that further proposals which were contained in the Chancellor's Budget announcement will go ahead and will form part of the 'Welfare Reform and Work Bill' which is currently being drawn up. Once passed this Bill is likely to include proposals to:

- Lower the Benefit Cap, to £20,000 per annum, (outside London).
- Withdraw Family Premium for 'new' HB claims from April 2016.
- Exclude those aged 18 to 21 claiming Universal Credit, (and not considered vulnerable) from claiming UC housing costs element, (from April 2017).
- Cap the amount of HB payable to Social Housing tenants who sign their tenancies after April 2016. (Change not applied until April 2018 onwards).

Smith Commission Recommendations/Scotland Bill

3.34 Following the Scottish Independence Referendum in September 2014, the report produced by the Smith Commission made recommendations for further welfare related powers to be devolved to the Scottish Parliament. These recommendations are currently being developed into proposals which will be included in the Scotland Bill which is expected to be enacted in 2016.

3.35 Whilst the detail about the administration of these further devolved powers is yet to be confirmed, it is understood that the administration of PiPs, Funeral Grants, Cold Weather and Winter Fuel Payments are to be devolved to the Scottish Parliament. In addition to these powers it is also understood that the Scottish Parliament will also receive devolved powers to vary some elements of the Universal Credit award. This will include the ability to affect who in the household receives the payment, alter the frequency of the payment and also to pay the landlord direct. The Scottish Parliament will also have powers to top up benefits and create new benefits. However these options will need to be funded by the Scottish budget.

3.36 Throughout the course of the welfare reforms to-date, the Scottish Government has relied on local authority Benefits Services to administer the 2 principle forms of mitigation it has had at its disposal, DHP and SWF. With an expected increase in the available range of mitigation options, it is currently unclear how the Scottish Government will decide to deliver any further forms of welfare service it may choose to provide. In the meantime, the DWP has made it clear to local authorities that it expects Universal Credit will reduce Housing Benefit caseload over the course of the next 3 to 5 years. Given this, Scottish councils may need to consider how to best deploy their resources through this period in a

way that might minimise the impact on residents whilst protecting all relevant income streams.

4 POLICY IMPLICATIONS

- 4.1 No policy implications at present. However, current policies may need to be reviewed as and when Welfare Reform impacts become apparent.

5 EQUALITIES IMPACT ASSESSMENT

- 5.1 Equalities impact assessments will be carried out in respect of any Policy change as and when this is required.

6 RESOURCE IMPLICATIONS

- 6.1 Financial - it is currently anticipated that all of the areas reported upon within this report will be managed within existing approved budgets. However this will be kept under review as the welfare reforms progress.
- 6.2 Personnel - there are currently no implications at present for staffing resources. However, this will be kept under review as the welfare reforms progress.
- 6.3 Other - None.

7 BACKGROUND PAPERS

- 7.1 Welfare Reform Action Plan Sept 2015 – March 2017 (Appendix 1).

| | |
|----------------------|---|
| AUTHOR'S NAME | John Cunningham |
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| DATE | 5 January 2016 |

Welfare Reform Action Plan: Sept 2015 – March 2017

(13th Nov 2015)

| Ref | Key Actions | Lead(s) | Timescale | Update |
|-----|---|---------------|---|---|
| 1. | <p>Roll out of Universal Credit (UC) to include Housing Benefits, other benefits and tax credits</p> <p>Support the Operational Delivery Group and implement the Partnership Delivery Agreement, (to support and mitigate the impact of the roll out of Universal Credit)</p> <p>Consider impact of roll out on Council's capacity to provide:</p> <ul style="list-style-type: none"> • Digital Access and support for online applications (see Digital Inclusion Strategy) • Personal Budgeting Support <p>Review impact of Universal Credit on rent payments – mitigate impact on rent arrears</p> | JC / KC | <p>Quarterly reporting</p> <p>Review March 2016</p> | <p>114 Universal Credit pro formas have been submitted but only 15 private sector tenants and 23 council tenants to date</p> <p>No requests for Digital access support or referrals for Personal Budgeting Support have been received</p> <p>Revenues is preparing a report on the impact of UC on rent payments</p> <p>Noted that KC/ JC/ CMc/ Tom Shearer/ Sarah Fortune are to meet to discuss impact of UC on rent collection service</p> |
| 2. | <p>Monitor impact of Housing Benefit (HB) under occupancy on tenants and rent arrears and mitigate impact through Discretionary Housing Payment (DHP)</p> <p>Mitigate impact through the work of the Tenancy Support Officers and applications for DHP</p> <p>Monitor impact on rent arrears</p> <p>Provide updates to CMT on DHP payments</p> <p>Provide briefings for housing and rent arrears officers</p> | JC / KC / CMc | Quarterly reporting | <p>Only £21,000 of the 2015/16 DHP budget remains uncommitted</p> <p>Noted JC may be preparing report to CMT and possibly Cabinet on DHP position and requirement for 2016/17</p> |

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| | Monitor and review SLAB funded tenancy support officer posts | | | |
| 3. | <p>Monitor proposed changes to welfare benefits in Scotland as a result of the UK Government Welfare reforms and the Scotland Act (Smith Commission)</p> <p>Liaise with COSLA and professional groups to assess impact of transfer of responsibility or some of the welfare system to the Scottish Government</p> <p>Report to CMT on possible impact of these changes on East Lothian Council</p> | JC / KC | <p>Ongoing</p> <p>Review March 2016</p> | Noted that late amendments to the Scotland Bill give Scottish Parliament more powers over welfare matters including discretion to make Housing Benefit payments from Universal Credit direct to Landlords |
| 4. | <p>Implementation of the Digital Inclusion Strategy</p> <p>Identify new lead for Digital Inclusion Strategy</p> <p>Identify sources of funding to support the strategy</p> | New Lead | <p>Ongoing</p> <p>Review March 2016</p> | DR and RS will review the Strategy to assess which elements are still relevant and which actions still need to be pursued and to ensure it fits in with the developing Channek Shift Strategy |
| 5. | <p>Support Financial Capability and Financial Education</p> <p>Consider what support mechanisms are required to improve financial capability of people on low incomes (e.g. banking facilities and payment options for tenants and UC recipients)</p> | PV | Feb 2016 | <p>PV to seek update on West Lothian proposal</p> <p>KC reported that Revenues is developing use of new Direct Debit facility to encourage payment of Council Tax and Rent by DD</p> |
| 5. | <p>Training Plan - training and awareness raising work across the Council and 3rd sector</p> <p>Re-establish Training sub-group</p> | MC | <p>Dec 2015</p> <p>Review Oct 2016</p> | Noted that MC and TM will need to review training and staff awareness – possibly update the on-line material and run a |

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| | Develop Training Plan taking account of past training and staff awareness and need to update staff on recent and future developments | | | new round of awareness sessions |
| 6. | <p>Communications Plan – for staff, benefits recipients and general public</p> <p>Hold welfare reform event to inform stakeholders of latest development in welfare reform and Council's response</p> <p>Review existing activities and develop plan for future communications in particular around 1 and 3 above</p> | JO-S | <p>Feb 2016</p> <p>March 2016</p> | <p>Noted that welfare reform information event will be held on 10th February</p> <p>A refreshed comms plan should be produced once impact of Scotland Bill and other changes are clearer</p> |
| 8. | <p>Establish an East Lothian Rights and Advice Network</p> <p>This will replace the Welfare Reform Reference Group to share information, consult and engage with key stakeholder groups and support development of an inter-agency Referral system</p> | PV | April 2016 | Noted that the CABx will be asked to take the lead in establishing the Network and work with ELC Revenues and Welfare Rights Service to develop the referral system |
| 9. | <p>Monitor and exploit external sources of funding to support welfare reform activity</p> | All | On-going | New BIG Lottery criteria will be published soon |

REPORT TO: Cabinet

MEETING DATE: 12 January 2016

BY: Depute Chief Executive (Partnerships and Community Services)

SUBJECT: Various Roads – East Lothian, Introduction and Amendments to Traffic Regulation Orders 2015

3

1 PURPOSE

- 1.1 To seek Cabinet approval to start the statutory procedure necessary to introduce and amend various Traffic Regulation Orders to prohibit waiting, loading and unloading, introduce 30mph and 40mph speed limits and to ban and permit various types of vehicular traffic.

2 RECOMMENDATIONS

- 2.1 That Cabinet approve the initiation of the statutory procedure necessary to introduce and amend Traffic Regulation Orders in accordance with 'The Local Authorities' Traffic Orders (Procedures) (Scotland) Regulations 1999 and such introduction and amendments that are in force in respect of locations and proposals listed in Appendix A.

3 BACKGROUND

- 3.1 East Lothian Council as Local Traffic Authority is responsible for the making or amending Traffic Regulation Orders as necessary; to avert danger to road users; to prevent damage to the road; to aid free unrestricted movement on the road; to prevent inappropriate use of the road and/or adjoining property and to improve the amenity of the area.
- 3.2 To facilitate safer access and egress arrangements from the proposed housing development off the A6093 Pencaitland Road at Dovecote, a 40 mph limit will be promoted from the existing 30mph limit 413 metres westwards.
- 3.3 In association with Mains Farm (strategic housing site) development the B1347 Haddington Road, North Berwick is currently being re-aligned and a 30mph limit will be introduced.

- 3.4 In association with Mains Farm (strategic housing site) development the former B1347 Haddington Road, North Berwick is to be stopped up and removed from the list of public roads.
- 3.5 In association with the former Gateside Commerce Park development the U230 Ugston Road from the A199 (Haddington Bypass) southwards to the north side of the proposed access to the site is to be “Stopped Up – Re determined” to permit pedestrian and cyclist traffic only for a distance of 278 metres or thereby
- 3.6 In association with the Ferrygate Development the existing 40mph speed limit is to be extended westwards for a distance of 165 metres
- 3.7 As a result of indiscriminate parking to amend the waiting, loading and unloading restrictions in Victoria Park and extend them to include the junction area of Victoria park with Lydgait, Florabank Road and Vetch Park, Haddington.
- 3.8 To control parking at car club and electric vehicle charging points it is necessary to introduce time restrictions of a 4 hour maximum stay with no return within the next 1 hour at each of the electric charging points and provide car club spaces solely for the use of a car club vehicle.
- 3.9 To provide continuity and consistency of cycling provision, it is proposed to promote shared cycleway/footway Orders on the A198/B1345 between North Berwick and Dirleton, the B6414 between Crossgatehall and Smeaton Shaw, the B6371 Tranent to Ormiston and the A1087 Roxburghe Park to Broxburn in Dunbar.
- 3.10 Following the successful introduction of an experimental traffic order to restrict the movement of vehicles in Victoria Road, Wemyss Place and Neilson Park Road, Haddington to commence the statutory procedures to make this order permanent but to extend that order to include Rosehall Place, Haddington and an additional time period mid morning to accommodate nursery school provision.
- 3.11 Following the successful introduction of a 20mph speed limit in the Hallhill Area of Dunbar to commence statutory procedures to make this order permanent.
- 3.12 Following the successful introduction of a 20mph speed limit in the Hallhill Area of Dunbar and experimental areas in North Berwick, Cockenzie and Tranent to approve the introduction of a further experimental 20 mph order in East Linton – the proposal is to include all of the public roads within the village with the exception of Haddington Road and Station Road (B1407) from the A199 to Bridge End B1377, The B1377 Bridge End to A199 at Phantassie, the @ B1377 Drylaw Terrace northwards and the B1407 Preston Road eastwards
- 3.13 Police Scotland will be fully consulted on the introduction of all of these proposals/regulations.

- 3.14 Currently, Police Scotland is obliged to enforce waiting, loading and unloading and all moving violations under the Road Traffic Act. It is noted that the Police Scotland may not endorse these proposals in particular 3.2 which does not comply with the National guidance or East Lothian Council's speed limit policy.

4 POLICY IMPLICATIONS

- 4.1 These proposals will contribute towards The East Lothian Plan - Single Outcome Agreement (SOA) 2013 and our 2 of our strategic objectives - to create, support and maintain a Sustainable Environment and Safe and Vibrant Communities
- 4.2 These proposals are expected to contribute towards East Lothian's SOA Outcome 7 - East Lothian is an even safer place
- 4.3 The proposed introduction of speed limits conforms to the Speed Limit Review and Proposed Speed Limit policy dated 9th November 2010.

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 – All costs involved in connection with consultation, advertising, design, and implementation associated with the making of these Orders can be accommodated within the Housing Strategy and Development project budget
- 6.2 Personnel – None
- 6.3 Other – None

7 BACKGROUND PAPERS

- 7.1 None

| | |
|----------------------|------------------------|
| AUTHOR'S NAME | Alan Stubbs |
| DESIGNATION | Roads Services Manager |
| CONTACT INFO | William Laird |
| DATE | 18/10/15 |

REPORT TO: Cabinet

MEETING DATE: 12 January 2016

BY: Depute Chief Executive (Partnerships and Community Services)

SUBJECT: “School Streets – Traffic Prohibition TROs” – An Assessment Policy

4

1 PURPOSE

- 1.1 To present an Assessment Policy to Cabinet for approval, for the introduction of School Streets, Traffic Prohibition Traffic Regulation Orders and a review of other suitable school locations.

2 RECOMMENDATIONS

- 2.1 It is recommended that Cabinet approve the East Lothian Council “School Streets – Traffic Prohibition TROs” – An Assessment Policy as shown in Appendix 1 when reviewing and assessing future “School Streets” requests in East Lothian.
- 2.2 It is recommended that Cabinet note the proposed suitable school locations resulting from the review as shown in Appendix 2.

3 BACKGROUND

- 3.1 One of the most frequently expressed road safety concerns in recent years is that of the safety of children outside schools. At school travel times the streets in the immediate vicinity of schools are especially busy and there is usually a high level of vehicle, pedestrian, and cyclist activity. The traffic movement around some school streets has resulted in potentially dangerous driving manoeuvres as well as indiscriminate and illegal parking by some drivers dropping and picking up children. This can lead to a climate of increased risk experienced by those walking and cycling as well as congestion and frustration of motorists and residents. One of the other key initiatives related to road safety is the promotion of active travel (healthy choices). ELC encourages and supports children and families to walk and cycle more. However, with significant levels of traffic around some of our schools, active travel has sometimes become a difficult choice to make.

Addressing traffic congestion, dangerous driving and illegal parking too close to school entrances, remains an ongoing challenge facing ELC.

In 2014, ELC working in partnership with 3 schools (Haddington Infants; Kings Meadow & St Mary's Primary schools), parents, local communities and the police introduced an innovative experimental scheme to directly tackle these issues in Haddington.

It should be noted that East Lothian leads the way nationally in the level of sustainable travel to and from school, as measured annually in the Sustrans supported "Hands Up" travel survey, e.g. national average for pupils travelling to or from school by car is 24% whereas in East Lothian only 11% travel by car.

3.2 In June 2015 Cabinet approved the making permanent of the Experimental TRO in Neilson Park Road and Victoria Road in Haddington. As part of this report the Depute Chief Executive - Partnerships and Community Services advised Members that other suitable school streets in East Lothian would be considered for similar treatment in the future following the development of an appropriate assessment policy.

3.3 The purpose of this Assessment Policy is to set out the process that will be used by Road Services for investigating and dealing with concerns about road safety outside schools and this may include (if appropriate) the introduction of a TRO prohibiting "moving" vehicular traffic near to the school gates, during the peak school travel times.

3.4 The aim of a "School Streets" TRO is to:

- Improve the road safety environment by reducing traffic, congestion and pollution around the school gates
- Encourage more pupils and families to walk, cycle or scoot to school
- Improve the health and well being of pupils and families
- Support and maintain the Sustainable Environment and Safer and Vibrant Communities outcomes
- Respond to the desires of the school community and local residents

3.5 The road environment and problems will be different outside each school, therefore improvements and or traffic regulations orders provided outside one school may not be effective or practical outside another school. It will be important to assess and understand the unique problems outside each school before realistic improvements can be developed and agreed.

Key selection criteria will be used to rank schools for treatment, including the:-

- Practicalities of delivering the scheme e.g. primarily the surrounding road environment;
- Levels of congestion ("perceived" risk) near school gates;

- Availability of suitable ‘Park and Stride’ locations (i.e. alternative locations where parents can park away from the school and walk e.g. community centres / leisure centre car parks);
 - Percentage of children currently travelling to school by car (Source: national Sustrans Hands Up travel survey);
 - Positive support from the schools and parent councils;
 - Current level of travel planning, walking, cycling and curriculum initiatives being undertaken;
- 3.6 During the development of this Assessment Policy, Road Services carried out an initial review of all ELC schools and identified a group of appropriate locations that maybe suitable for this type of TRO (Appendix 2). However, an assessment process will require to be applied to all locations before a “priority list” is agreed and a programme of implementation established.
- 3.7 The report has been passed to Education and they are supportive of the proposals.

4 POLICY IMPLICATIONS

- 4.1 Reducing road casualties contributes towards the national casualty reduction targets in Scotland’s Road Safety Framework
- 4.2 These proposals will contribute towards The East Lothian Plan - Single Outcome Agreement (SOA) 2013 and our 2 of our strategic objectives - to create, support and maintain a Sustainable Environment and Safe and Vibrant Communities
- 4.3 The Safe and Vibrant Communities Partnership aims to contribute towards East Lothian’s SOA Outcome 7 - East Lothian is an even safer place

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.

6 RESOURCE IMPLICATIONS

- 6.1 Financial - Provided funding is contained within the annual roads budget, then the proposal can be submitted and added to Road Services’ programme of works. If the cost of the project exceeds the annual roads budget, approval from Council will be required before this can be progressed. If major improvements to the road network are required a standard road safety audit of the design will also be required.
- 6.2 Personnel - None

6.3 Other - None

7 BACKGROUND PAPERS

- 7.1 East Lothian Schools - Road Safety Audits, Results and Recommendations; Environment Committee 10 March 1998
- 7.2 Neilson Park Road and Victoria Road, Haddington – Proposed Experimental Traffic Regulation Order – Prohibition of Vehicular Traffic (During School Travel Periods) Cabinet Report 13 November 2012
- 7.3 Proposed Traffic Regulation Order – Prohibition of Vehicular Traffic (During School Travel Times): Neilson Park Road and Victoria Road, Haddington; Cabinet Report 9 June 2015

| | |
|----------------------|-----------------------|
| AUTHOR'S NAME | Alan Stubbs |
| DESIGNATION | Road Services Manager |
| CONTACT INFO | Colin Baird Ext 7739 |
| DATE | 14 December 2015 |

1. Procedure to Assess Road Safety outside a School

STEP 1: Request received

Road safety problems around schools are usually identified by school staff, parent or carers of pupils, parent councils or local residents in the area. Any request for road safety improvements and or traffic restrictions outside a school will be referred to East Lothian Council, Road Services. If necessary the person/s making the request will be contacted to clarify and understand the details of the concerns.

STEP 2: Consultation with Councillors, Partners and Key Stakeholders.

A Roads Officer will liaise with the local Councillors and Schools (and other key stakeholder where applicable e.g. Parent Councils, Area Partnership Managers, Community Councils, Tenants and Residents groups, Police Scotland, other Council services) about the concerns, who may in turn be able to highlight any issues that may have been raised previously.

STEP3: School Travel Plan Assessment

A meeting may be held with the school (senior management team, parent council) to discuss the concerns and if the issue might be addressed through the School Travel Plan. Road Services Officers will agree with the school any necessary updates required to the STP.

STEP 4: Conduct site meeting and produce risk assessment

Road Services Officers will arrange a site meeting with interested partners and key stakeholders. An assessment will be carried out of the area / issue of concern. Other nearby points of concern on the journey to school may be assessed to if necessary. The layout, use and strategic importance of the streets near to the school gates will be a major factor in determining if a TRO prohibiting "moving" vehicular traffic near to the school gates is appropriate / workable. The assessment may also include an analysis of injury accident history, traffic volume, classification and speeds, and may include the views of the school community, other road users and local residents. The existing road condition, signing and lining will also be checked and noted.

STEP 5: Assess and report upon options

Road Services Officers will provide a report to the school, parent councils and local Councillors containing the conclusions of the road safety and STP assessments, as well as a description of potential road improvements and or traffic restrictions along with estimated costs. Police Scotland and other key stakeholders may also be consulted.

STEP 6: Scheme implementation (if the decision is taken to proceed)

Provided funding is contained within the annual roads budget to implement road safety improvements and or TROs that are suitable, then the project can be added to the Road Services programme of works. If major improvements to the road network are required, a Road Safety Audit will also be required.

STEP 7: Evaluation and monitoring

Following implementation, East Lothian Council, Road Services will monitor the road safety and consult with the school community and local councillors upon the effectiveness of the improvements and or traffic restrictions.

Initial review for School Streets – January 2016

| SCHOOL | AREA PARTNERSHIP | ROAD TYPE | EXISTING RS MEASURES | ACCIDENT HISTORY | DELIVERY | PARK & STRIDE OPTIONS | CAR TRAVEL | CONGESTION | SCORE |
|--------------------------|-------------------------|-----------|----------------------|------------------|------------|-----------------------|------------|------------|-------|
| Cockenzie Primary | Preston Seton & Gosford | One Way | Traffic calming | 1 SI | Probable | Comm. Centre | 15% | H | |
| Burgh Primary | Musselburgh | L / C | Traffic calming | 2 SI | Probable | Sports Centre | 14% | M / H | |
| East Linton Primary | Dunbar & East Linton | C | Traffic calming | - | Probable | Bowling Club | 7% | M | |
| Pencaitland Primary | Fa'side | C | P/time 20mph | - | Probable | Bowling Club | 16% | L / M | |
| Campie Primary | Musselburgh | L | TC & P/t 20mph | 1 SI | Possible | MRFC | 17% | H | |
| Windygoul Primary | Fa'side | C | Traffic calming | - | Possible | Limited | 15% | M / H | |
| Gullane Primary | North Berwick Coastal | L | Traffic calming | - | Possible | Limited | 5% | M | |
| Sandersons' Wynd Primary | Fa'side | L | Traffic calming | - | Possible | Limited | 5% | M | |
| Stoneyhill Primary | Musselburgh | C | Traffic calming | - | Possible | Limited | 20% | M | |
| Wallyford Primary | Musselburgh | C | TC & P/t 20mph | 3 SI | Possible | Limited | 19% | M | |
| Longniddry Primary | Preston Seton & Gosford | L / C | Traffic calming | - | Possible | Limited | 26% | L / M | |
| Ormiston Primary | Fa'side | TR / C | TC & P/t 20mph | - | Possible | Limited | 13% | L / M | |
| St Gabriel's RC Primary | Preston Seton & Gosford | L / TR | TC & P/t 20mph | 1 Se 2 SI | Possible | Comm. Centre | 20% | L / M | |
| West Barns Primary | Dunbar & East Linton | C | Traffic calming | - | Possible | Bowling Club | 16% | L / M | |
| Whitecraig Primary | Musselburgh | L | TC & P/t 20mph | - | Possible | Limited | 5% | L / M | |
| Humbie Primary | Haddington & Lammermuir | C | None | - | Possible | Village Hall | 26% | L | |
| Innerwick Primary | Dunbar & East Linton | C | None | 1 Se | Possible | Limited | 25% | L | |
| Law Primary | North Berwick Coastal | TR | P/time 20mph | 1 SI | Unsuitable | Sports Centre | 24% | H | |
| Loretto RC Primary | Musselburgh | TR | P/time 20mph | 1 Se 4 SI | Unsuitable | Sports Centre | 45% | H | |
| St Martin's RC Primary | Fa'side | TR | P/time 20mph | 1 Se 2 SI | Unsuitable | Forrester Park | 2% | H | |
| Pinkie St Peters Primary | Musselburgh | TR | P/time 20mph | 1 SI | Unsuitable | Limited | 6% | M | |
| Prestonpans Infant | Preston Seton & Gosford | TR | TC & P/t 20mph | 3 SI | Unsuitable | Comm. Centre | 15% | M | |
| Dunbar Primary (Lochend) | Dunbar & East Linton | C | TC & 20mph | - | N/A | Sports Centre | 5% | L / M | |
| Elphinstone Primary | Fa'side | TR | P/time 20mph | - | Unsuitable | Limited | 6% | L / M | |
| Macmerry Primary | Fa'side | TR | P/time 20mph | - | Unsuitable | Limited | 14% | L / M | |
| Prestonpans Primary | Preston Seton & Gosford | TR | P/time 20mph | 2 SI | Unsuitable | Leisure Centre | 14% | L / M | |
| Aberlady Primary | North Berwick Coastal | L | Traffic calming | - | Possible | Limited | 16% | L | |
| Athelstaneford Primary | Haddington & Lammermuir | TR | P/time 20mph | - | Unsuitable | Limited | 15% | L | |

| SCHOOL | AREA PARTNERSHIP | ROAD TYPE | EXISTING RS MEASURES | ACCIDENT HISTORY | DELIVERY | PARK & STRIDE OPTIONS | CAR TRAVEL | CONGESTION | SCORE |
|----------------------------|-------------------------|-----------|----------------------|------------------|------------|-----------------------|------------|------------|-------|
| Dirleton Primary | North Berwick Coastal | C | None | - | Possible | Limited | 28% | L | |
| Stenton Primary | Dunbar & East Linton | TR | P/time 20mph | - | Unsuitable | Limited | 61% | L | |
| Yester Primary | Haddington & Lammermuir | C | None | - | Possible | Rec. Ground | 6% | L | |
| Saltoun Primary | Haddington & Lammermuir | TR | P/time 20mph | - | Unsuitable | Village Hall | 52% | L | |
| Knox Academy | Haddington & Lammermuir | TR | P/time 20mph | 1 SI | Unsuitable | Tesco Car Park | 8% | H | |
| North Berwick High | North Berwick Coastal | TR | TC & P/t 20mph | See Law Pri | Unsuitable | Sports Centre | 9% | H | |
| Musselburgh Grammar | Musselburgh | TR | P/time 20mph | 2 SI | Unsuitable | Limited | 7% | M | |
| Preston Lodge High | Preston Seton & Gosford | L | TC & P/t 20mph | 2 SI | Unsuitable | Comm. Centre | 9% | M | |
| Ross High | Fa'side | L | TC & P/t 20mph | 4 SI | Unsuitable | Limited | 5% | M | |
| Dunbar Grammar | Dunbar & East Linton | TR | TC & P/t 20mph | 1 SI | Unsuitable | Limited | 8% | L / M | |
| Dunbar Primary (John Muir) | Dunbar & East Linton | L | TC & P/t 20mph | - | Pilot | Comm. Centre | 5% | L / M | |
| Haddington Infant | Haddington & Lammermuir | C | Prohibition TRO | 5 SI | Pilot | Tesco Car Park | 6% | L / M | |
| Kings Meadow Primary | Haddington & Lammermuir | C | TC & P'tion TRO | 1 SI | Pilot | Tesco Car Park | 2% | L / M | |
| St Marys' RC Primary | Haddington & Lammermuir | C | Prohibition TRO | See Hadd Inf | Pilot | Sports Centre | 2% | L / M | |

Road Type C - Cul de sac
L - Loop road
TR - Through road

Accident History This is the number of recorded injury accidents happening to school age children, occurring during a school travel period, within a 250m radius of the main school gate, over the last 10 calendar years. Note the 250m radius will include some of the busiest High Street areas.

Accident History F - Fatal
Se - Serious
SI - Slight

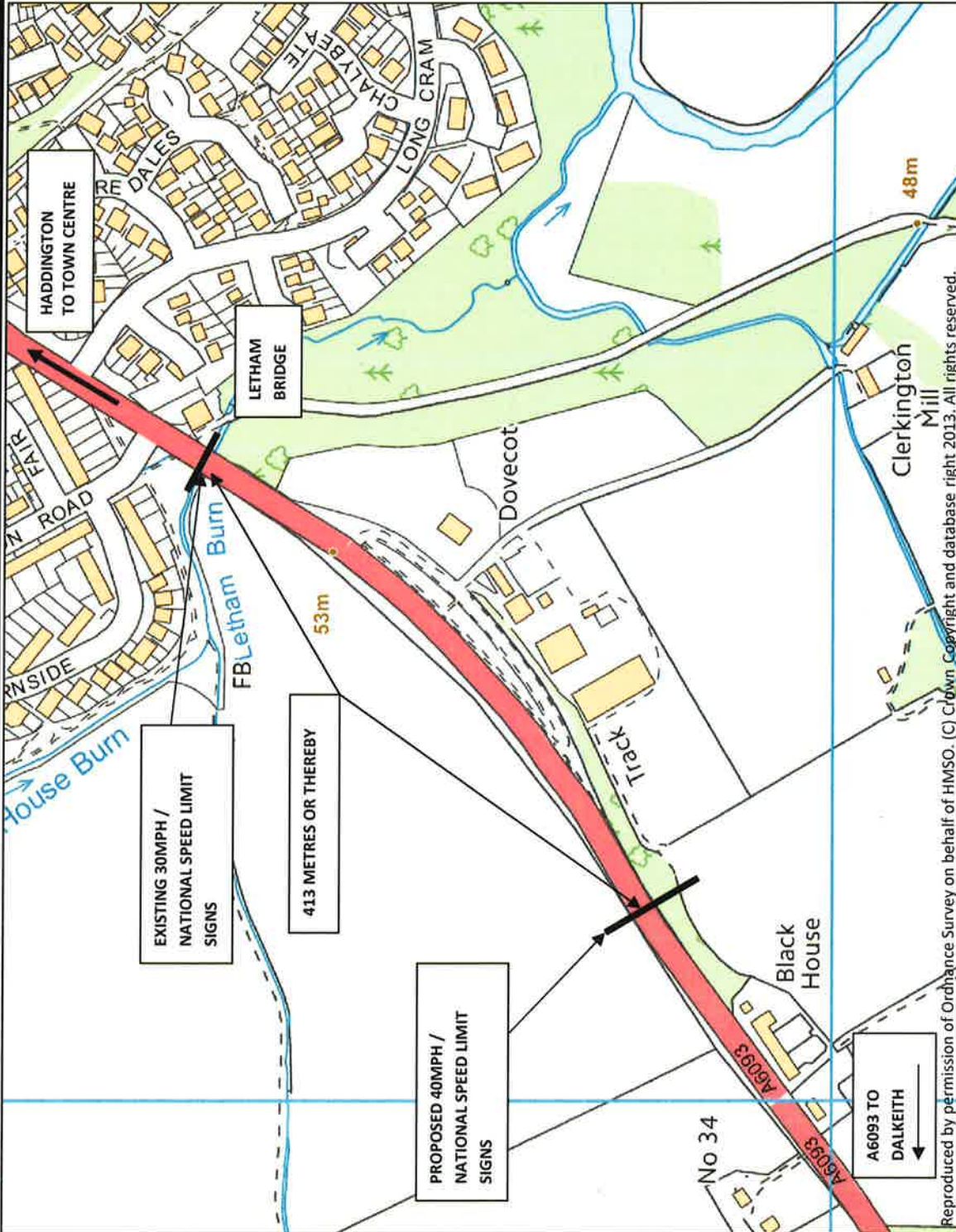
Congestion Low - available spaces, no congestion, free flowing traffic
Medium - kerbside parking limited, some poor driver behaviour
High - no spaces, widespread poor driver behaviour, significant impact on residents

Further assessments and consultation will need to be applied to all of these locations before a priority list is agreed and a programme of implementation is put in place.

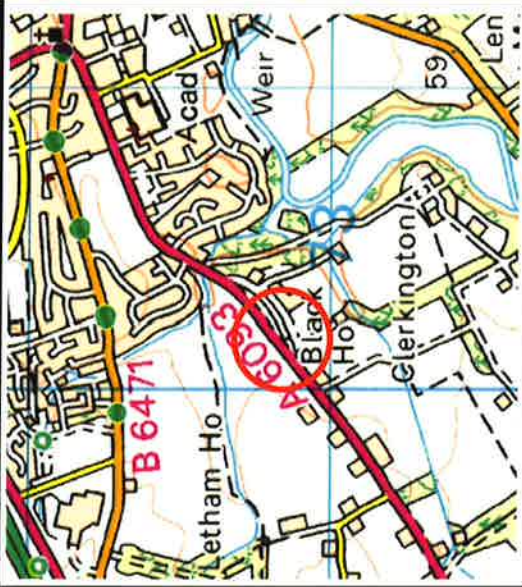
Appendix A

| No. | Location | Description |
|-----|--|---|
| 1 | A6093, Haddington to Dalkeith Road. From the existing 30mph signs at Letham Bridge westwards to the west side of the proposed access to the Dovecot development. | Introduce a 40 mph speed limit 413 m westwards or thereby. As per drawing Ref. TRO/15/A6093 |
| 2 | B1347 – Haddington Road, North Berwick | Introduction of an extension of the existing 30mph limit 606 metres southward As per drawing ref. TRO/252/15/WL/001 |
| 3 | B1347 – Haddington Road, North Berwick | Commence statutory procedures to “Stop-Up” the former B1347 Haddington Road replaced by the newly constructed road. As per Drawing Ref TRO/295/15/WL/001 |
| 4 | U230 Ugston Road, Haddington | Commence statutory procedures to “Stop-Up” - Re determine that section of the road from the junction with the A199 Haddington bypass southwards to the northern side of the new entrance to the proposed housing development a distance of 278 metres or thereby As per drg No TRO-296/15/WL/001 |
| 5 | A198 North Berwick to Gullane Road. From the existing 40mph signs at the west side of the Esso garage westwards. | Extend the existing 40mph restrictions westwards for a distance of 165 metres or thereby. As per drawing ref. TRO/15/Ferrygate |
| 6 | Victoria Park, Florabank Road, Lydgait and Vetch Park, Haddington | Extend the waiting, loading and unloading restrictions on to Lydgait, Vetch Park, and Florabank road, Haddington. As per drawing ref. TRO/245/15/Victoria Park |

| | | |
|----|---|--|
| 7 | <p>Six locations :-</p> <ol style="list-style-type: none"> 1. 2 bays at the end of the public road between ASDA and the garden centre off Spott road, Dunbar. 2. 2 bays in the Park and Choose car park at Haddington Road, Wallyford. 3. 1 bay for electric vehicles and 1 bay for car club users to the rear of the former East Lothian Council offices, Quality Street, North Berwick. 4. 2 bays in Gracefield car park, Musselburgh 5. 2 bays in Haddington long stray car park 6. 2 bays for electric vehicles and 1 bay for car club users in the Bleachingfield car park | <p>Electric vehicle (EV) charging points –</p> <p>As per drawing ref. TRO/235/15/001</p> <p>As per drawing ref. TRO/235/15/002</p> <p>As per drawing ref. TRO/235/15/003</p> <p>As per drawing ref. TRO/235/15/004</p> <p>As per drawing ref. TRO/235/15/005</p> <p>As per drawing ref. TRO/235/15/006</p> |
| 8 | <p>Shared Cycleway / Footway Provision 3 Locations:</p> <ol style="list-style-type: none"> 1. A198 / B1345 Strathearn Road, North Berwick to Ware Road, Dirleton 2. B6414 Crossgatehall to Smeaton Shaw 3. B6371 Tranent to Ormiston 4. A1087 Roxburghe Park to Broxburn, Dunbar | <p>Formalise a shared surface for cycling / pedestrian use</p> <p>As per Drawing ref: TRO/15/A198-B1345</p> <p>As per Drawing ref: TRO/15/B6414-Crossgatehall</p> <p>As per Drawing Ref: TRO/15/B6414 Tranent</p> <p>As per Drawing ref : TRO/15/A1087 Broxburn</p> |
| 9 | <p>Victoria Road, Wemyss Place, Neilson park Road and Rosehall Place, Haddington</p> | <p>Commence statutory procedures to introduce a permanent restriction to vehicle movements at schools</p> <p>As per drawing ref. N/T1A/TRO/15_1 – Neilson Park Road N/T1A/TRO/15_2 – Victoria Road/Wemyss Place N/T1A/TRO/15_3 Rosehall Place</p> |
| 10 | <p>Hallhill Area, Dunbar</p> | <p>Commence statutory procedures to make permanent the experimental 20mph order</p> <p>As per Drawing ref: TRO – 251 / 15 / WL / 001</p> |
| 11 | <p>East Linton Village</p> | <p>To approve the introduction of an experimental 20mph order.</p> <p>As per Drawing ref: TRO/15/East Linton</p> |



PROPOSED 40 MPH SPEED LIMIT
A6093 HADDINGTON TO PENCAITLAND ROAD
DOVECOT DEVELOPMENT , HADDINGTON



Notes

ONE OF THE PLANNING CONDITIONS OF THIS SITE IS THE INTRODUCTION OF A NEW 40MPH LIMIT TO INCORPORATE THE NEW JUNCTIONS IN THE INTEREST OF PUBLIC SAFETY TO FACILITATE ACCESS AND EGRESS TO THE DEVELOPMENT UPON COMPLETION

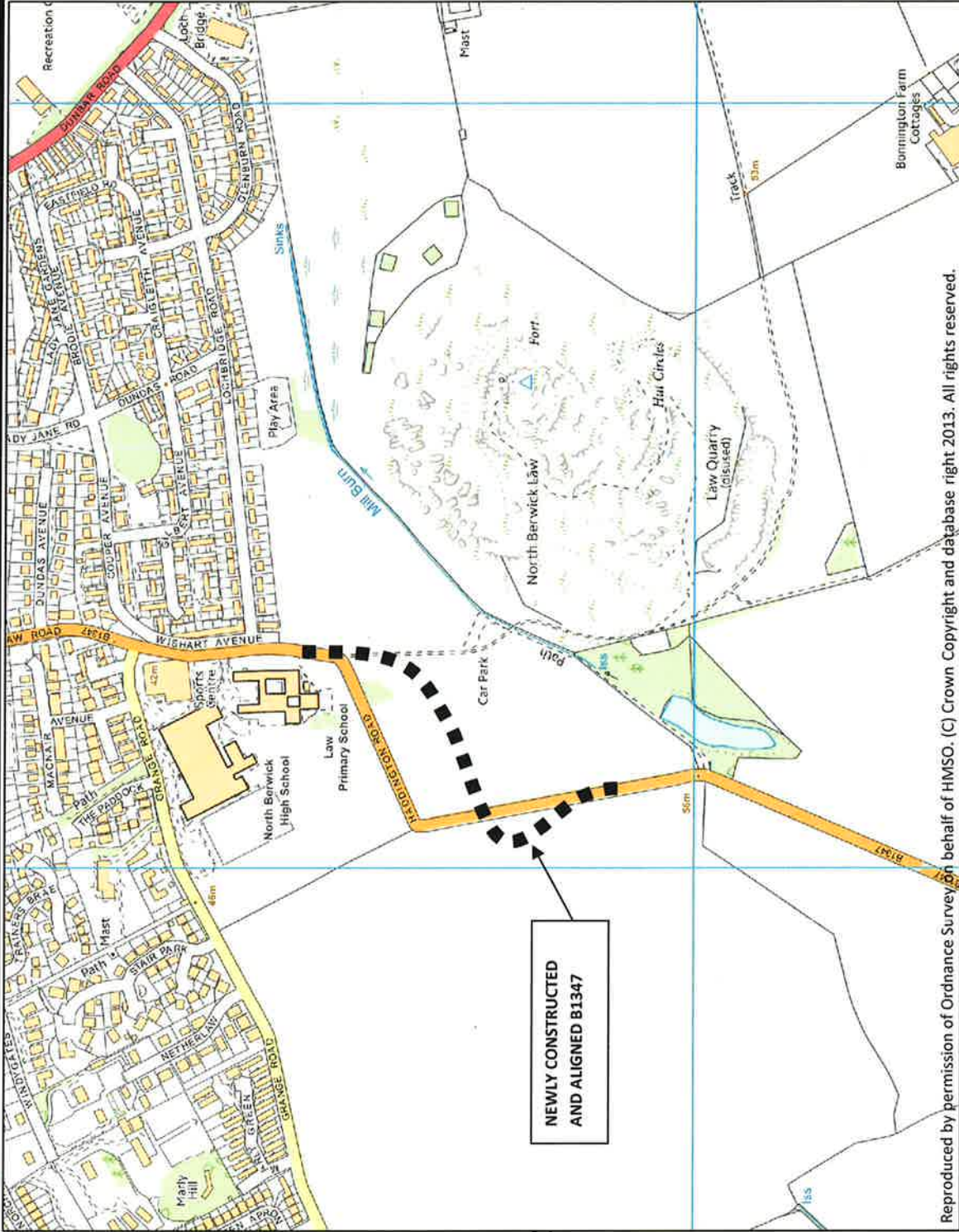
East Lothian Council
 Roads Service
 John Muir House
 Haddington
 EH41 3HA
 Tel: 01620 827827



Date: 15/12/2015
 Scale: NTS

Drawn by: W.LAIRD
 Checked by: P.N.FORSYTH

DRG. NO. TRO - 15 / A6093



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Notes

The new 30mph speed limit will be extended from the current limit – 42 metres south of Lochbridge Road in a southerly direction to the end of the newly constructed and aligned B1347 – a distance of 606 metres or thereby

East Lothian Council
Road Services
John Muir House
Haddington
EH41 3HA
Tel: 01620 827827



Date: 15/12/2015
Scale: NTS

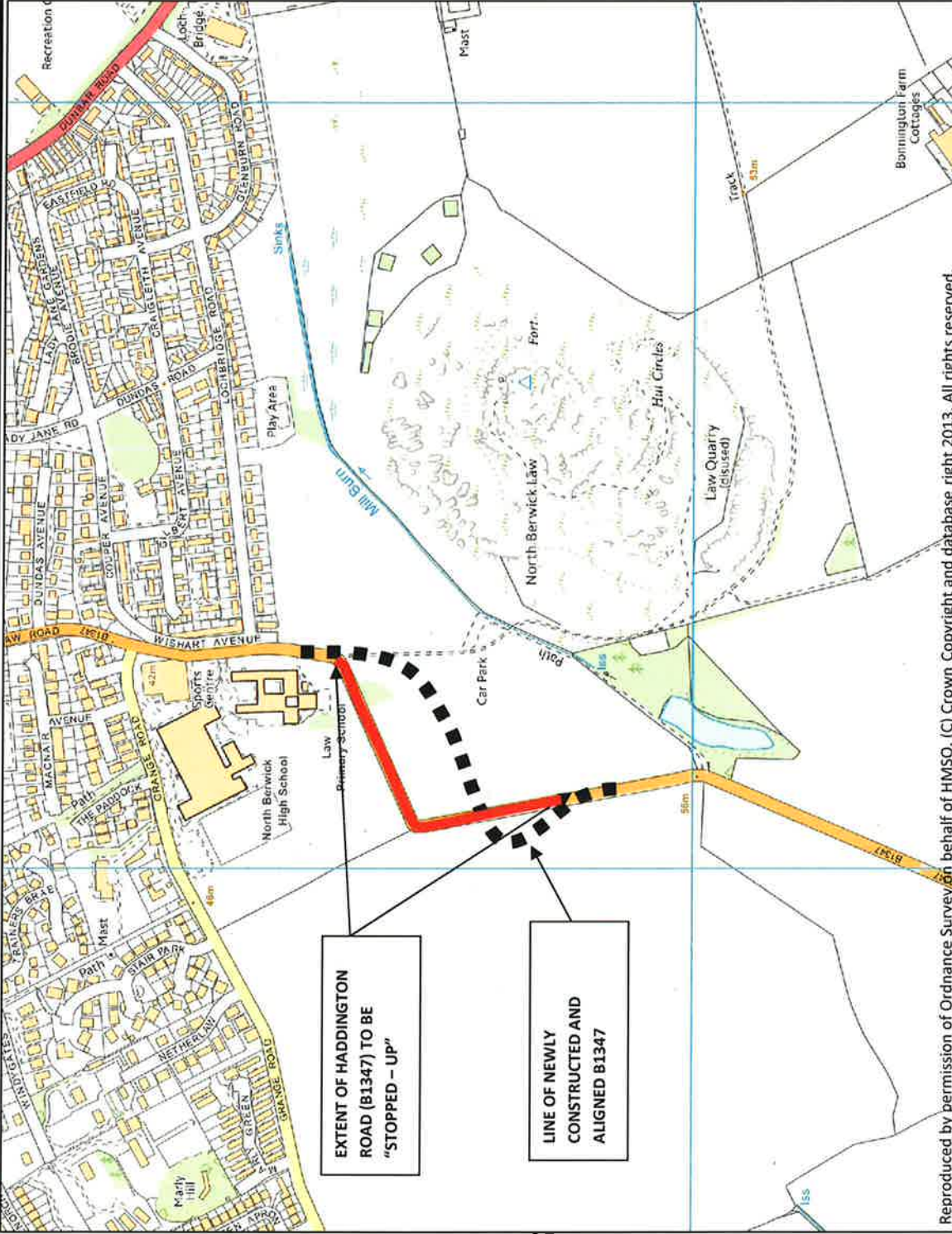
Drawn by: W.LAIRD
Checked by: P.N.FORSYTH

EAST LOTHIAN COUNCIL (RESTRICTED ROADS) (VARIATION) ORDER 2015

B1347 - EXTEND 30MPH SPEED LIMIT

TO – 252 / 15

DRG. NO. TRO – 252 / 15 / WL / 001



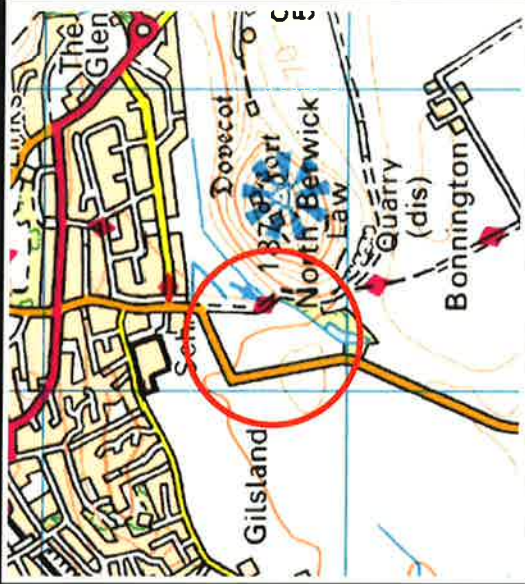
EXTENT OF HADDINGTON ROAD (B1347) TO BE "STOPPED - UP"

LINE OF NEWLY CONSTRUCTED AND ALIGNED B1347

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EAST LOTHIAN COUNCIL "STOPPING - UP" ORDER 2015
FORMER B1347, HADDINGTON ROAD, NORTH BERWICK

TO - 295 / 15



Notes

The extent of the existing B1347 Haddington Road indicated in red on the plan opposite is no longer considered necessary the newly constructed road being a suitable alternative the intention therefore is to promote a "Stopping-Up" order removing this section of road from the List of Public Roads a distance of 400 metres or thereby.

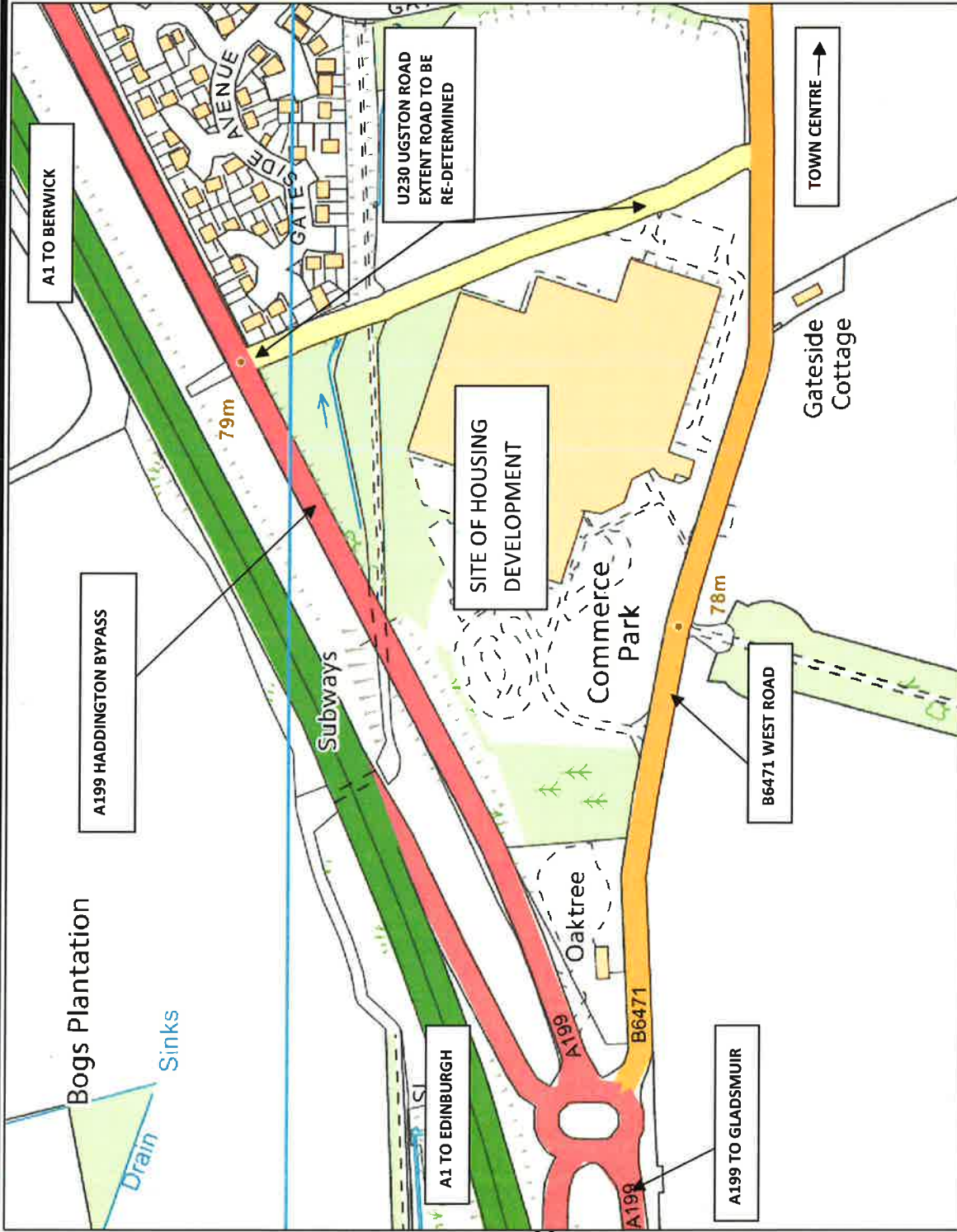
East Lothian Council
 Road Services
 John Muir House
 Haddington
 EH41 3HA
 Tel: 01620 827827



Date: 15/12/2015
 Scale: NTS

Drawn by: W. LAIRD
 Checked by: P.N.FORSYTH

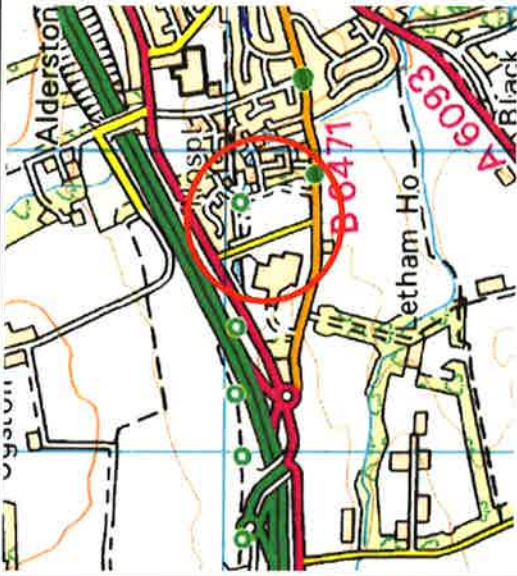
DRG. NO. TRO - 295 / 15 / WL / 001



PROPOSED "STOPPING-UP" - REDETERMINATION

U230 UGSTON ROAD, HADDINGTON

PEDESTRIAN AND CYCLIST USE ONLY



Notes

IN ASSOCIATION WITH THIS DEVELOPMENT IS A CONDITION TO PROMOTE AN ORDER TO REDETERMINE A SECTION OF THE U230 UGSTON ROAD TO PERMIT ONLY PEDESTRIAN AND CYCLIST TRAFFIC USE.

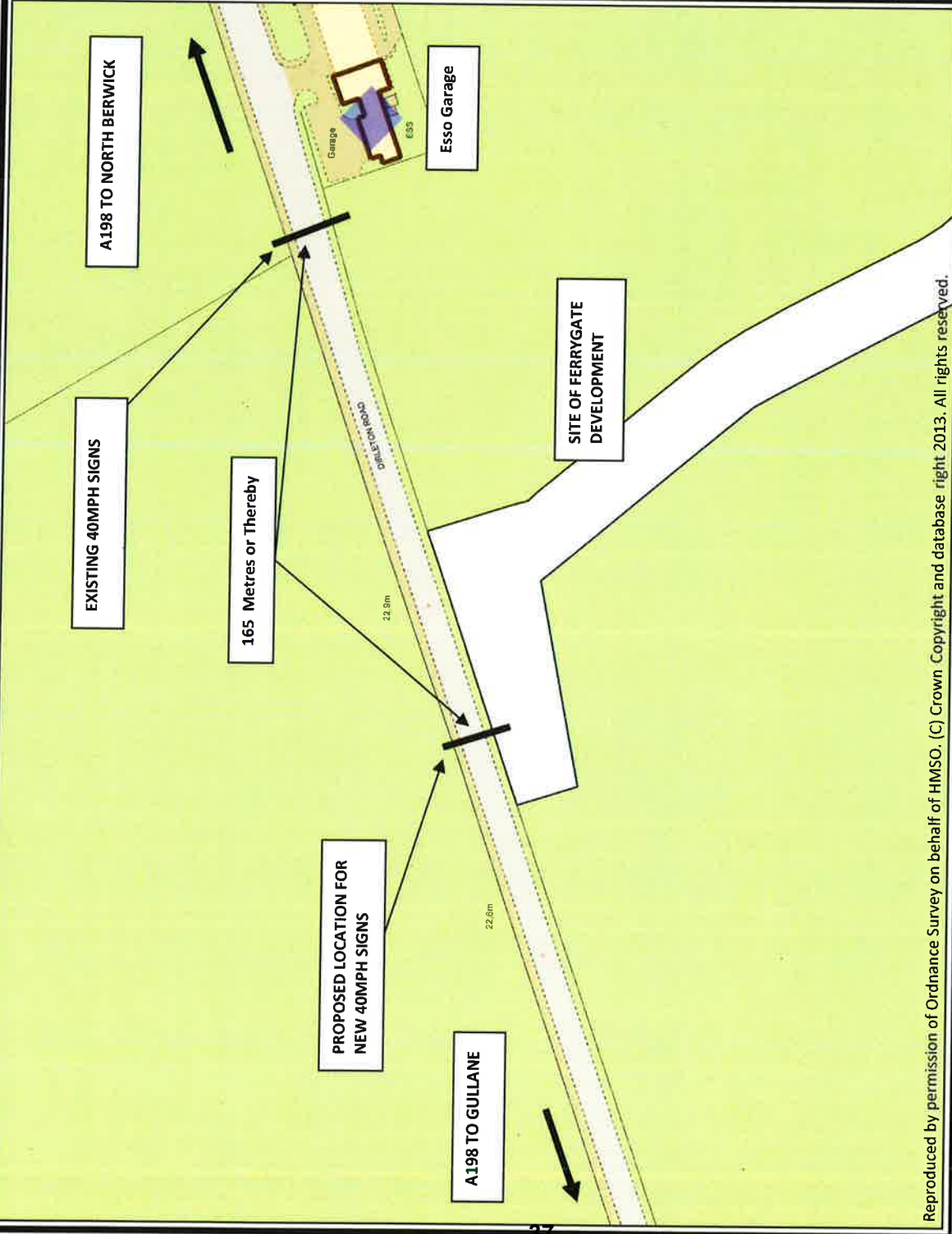
East Lothian Council
Roads Service
John Muir House
Haddington
EH41 3HA
Tel: 01620 827827



Date: 15/12/2015
Checked by: P.N.Forsyth

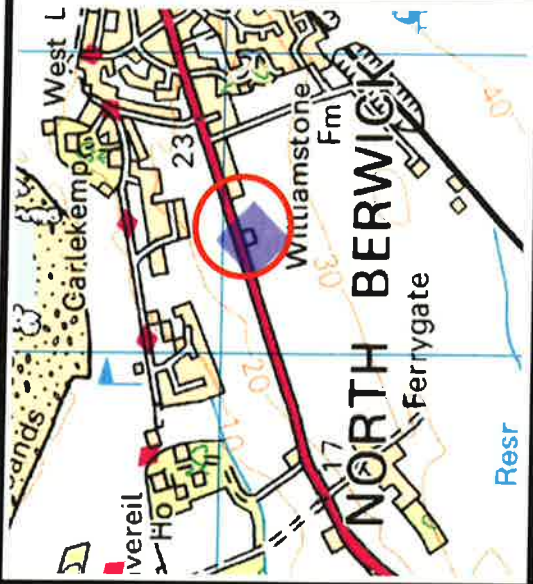
Drawn by: W.Laird

DRG. NO. TRO - 296/15/WL/001



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PROPOSED EXTENSION TO EXISTING 40MPH RESTRICTIONS
A198 DIRLETON ROAD, NORTH BERWICK
HOUSING DEVELOPMENT, FERRYGATE, NORTH BERWICK



Notes

ONE OF THE PLANNING CONDITIONS FOR THIS SITE IS THE EXTENSION OF THE EXISTING 40MPH RESTRICTIONS WESTWARDS TO INCLUDE THE PROPOSED ACCESS TO THE SITE THEREBY FACILITATING SAFER ACCESS AND EGRESS

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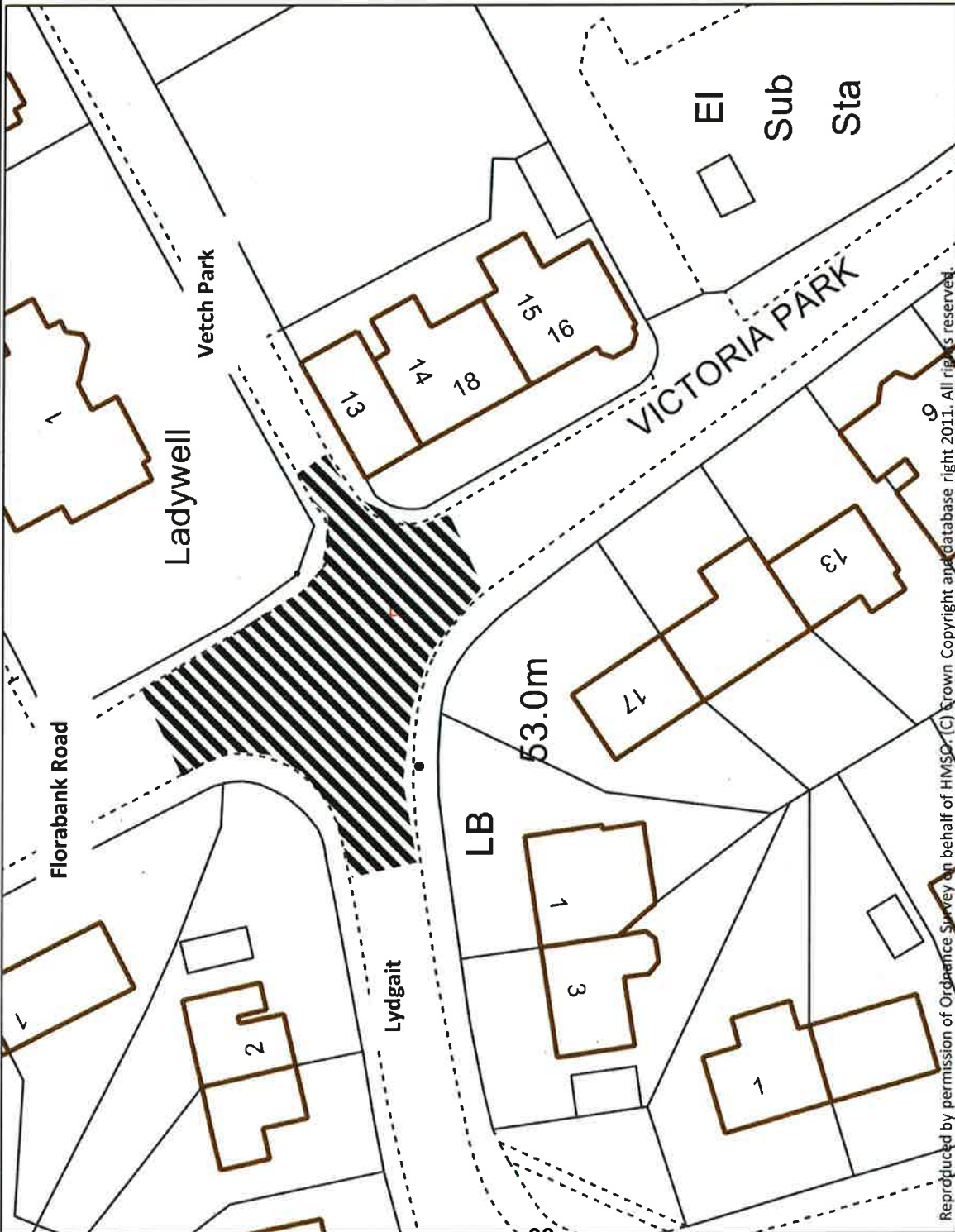


Date: 15/12/2015
 Scale: NTS

Drawn by: W.LAIRD
 Checked by: P.N.FORSYTH

DRG. NO. TRO / 15 / FERRYGATE

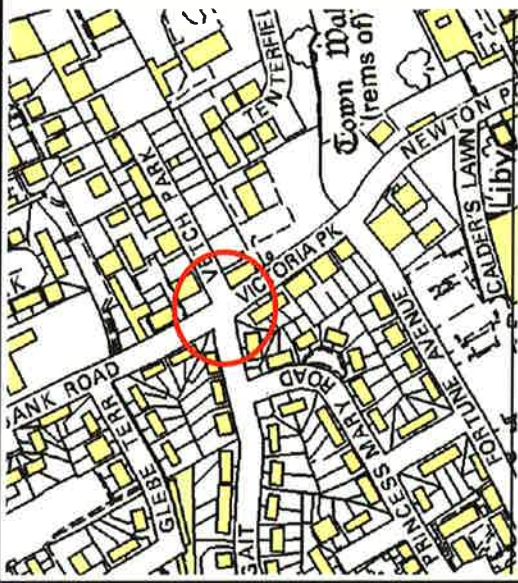
EAST LOTHIAN COUNCIL: ROAD NETWORK MANAGEMENT



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Location: Victoria Park/Florabank Road/Vetch Park/Lydgait, Haddington

Description: Extend the existing waiting, loading and unloading restrictions on Victoria Park to include the junctions with Florabank Road, Vetch Park and Lydgait.



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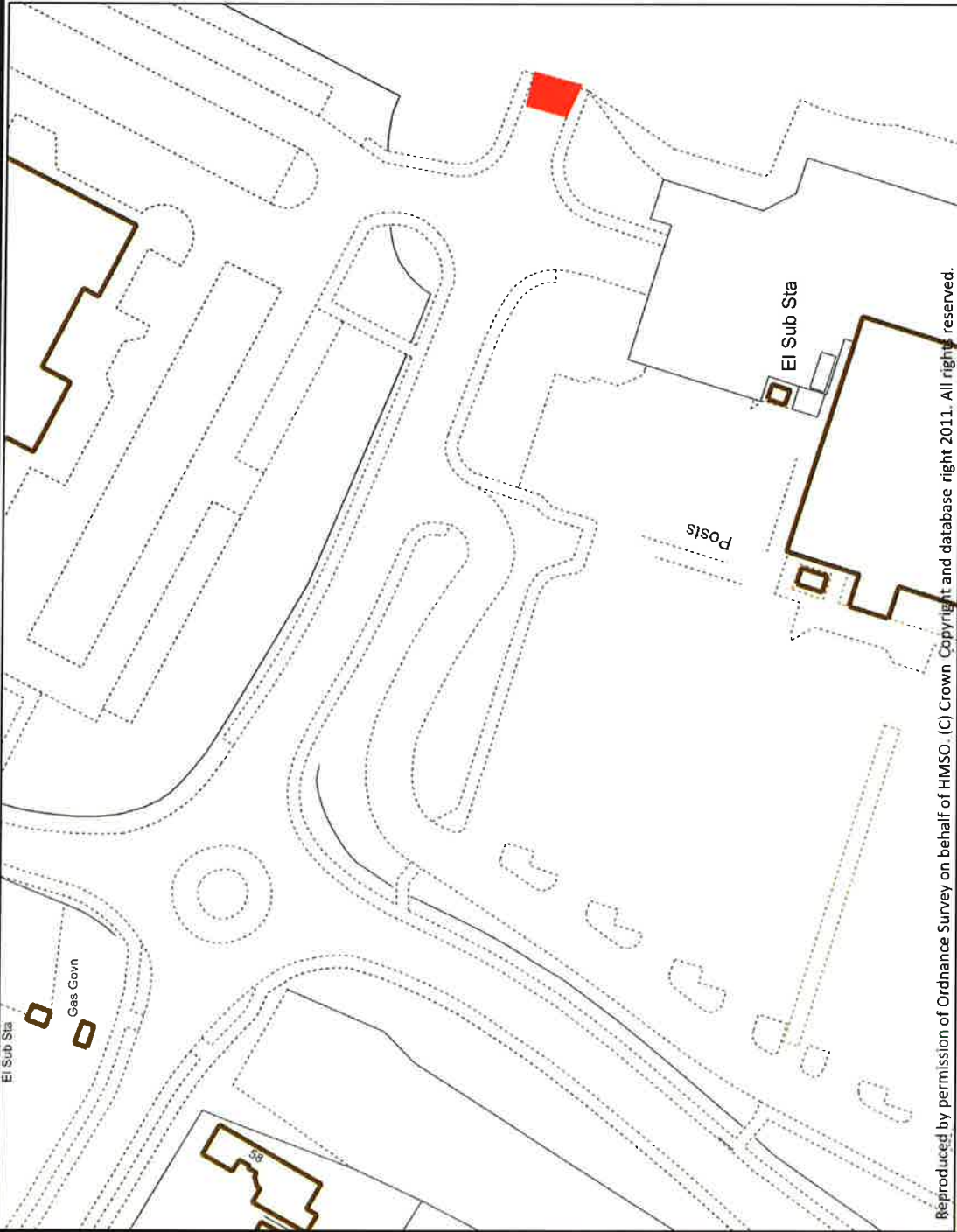


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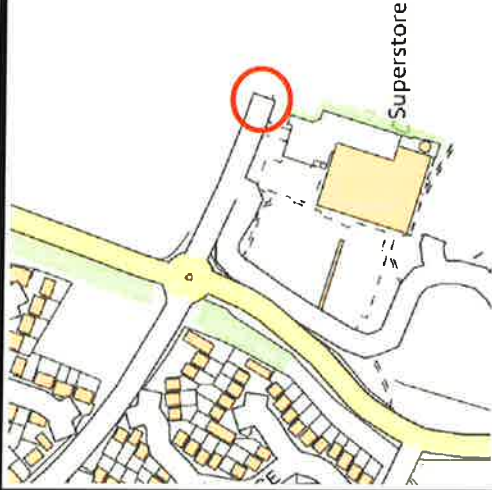
Drawn by: W. Laird
 Checked by: P. Forsyth

DRG. NO. TRO - 245/15 - Victoria Park

EAST LOTHIAN COUNCIL: ROAD NETWORK MANAGEMENT



C127, DUNBAR
PROPOSED CAR CLUB AND ELECTRIC VEHICLES PARKING PLACES ORDER – TO 243 / 15
2 No. SPACES FOR ELECTRIC VEHICLES ONLY



Notes:

As part of the Dunbar traffic Order there is a double yellow line system on this section of the access road on the approach to the electric vehicle bays. Both of the orders when promoted will be enforceable and will help to prevent indiscriminate parking obstructing access to the charging bays

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 Tel: 01620 827827

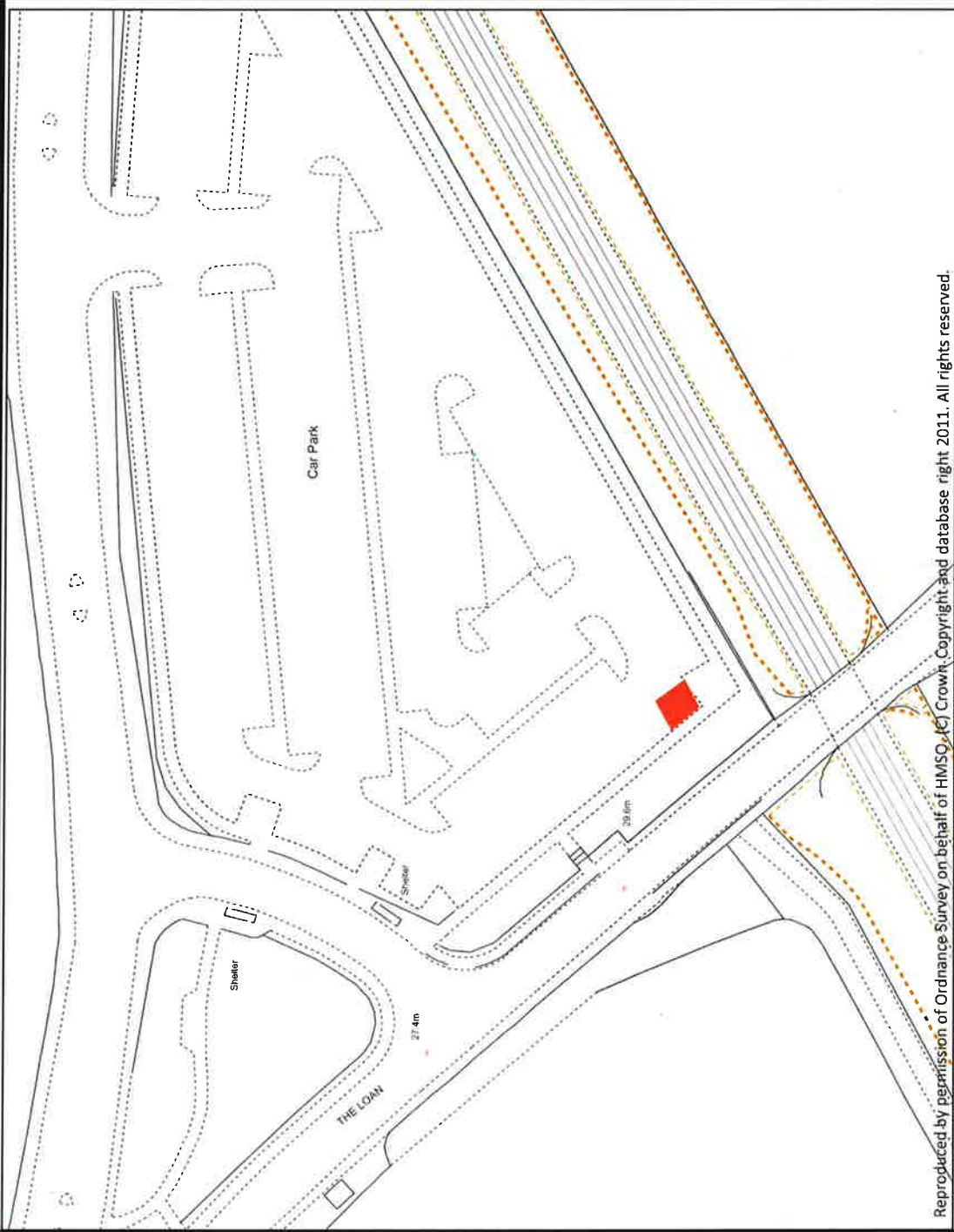


Date: 16/12/2015
 Scale: NTS

Drawn by: KS
 Checked by: PNF

DRG. NO. TO – 253 / 15

EAST LOTHIAN COUNCIL: ROAD NETWORK MANAGEMENT

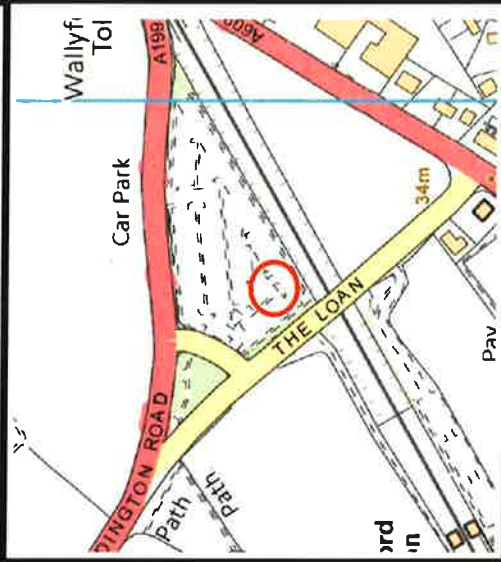


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PARK & CHOOSE CAR PARK, WALLYFORD

PROPOSED CAR CLUB AND ELECTRIC VEHICLES PARKING PLACES ORDER – TO 243 / 15

2 No. SPACES FOR ELECTRIC VEHICLES ONLY



East Lothian Council
 Transportation Department
 Road Network Management
 John Muir House
 Haddington
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 Tel: 01620 827827



Date: 27/10/2015

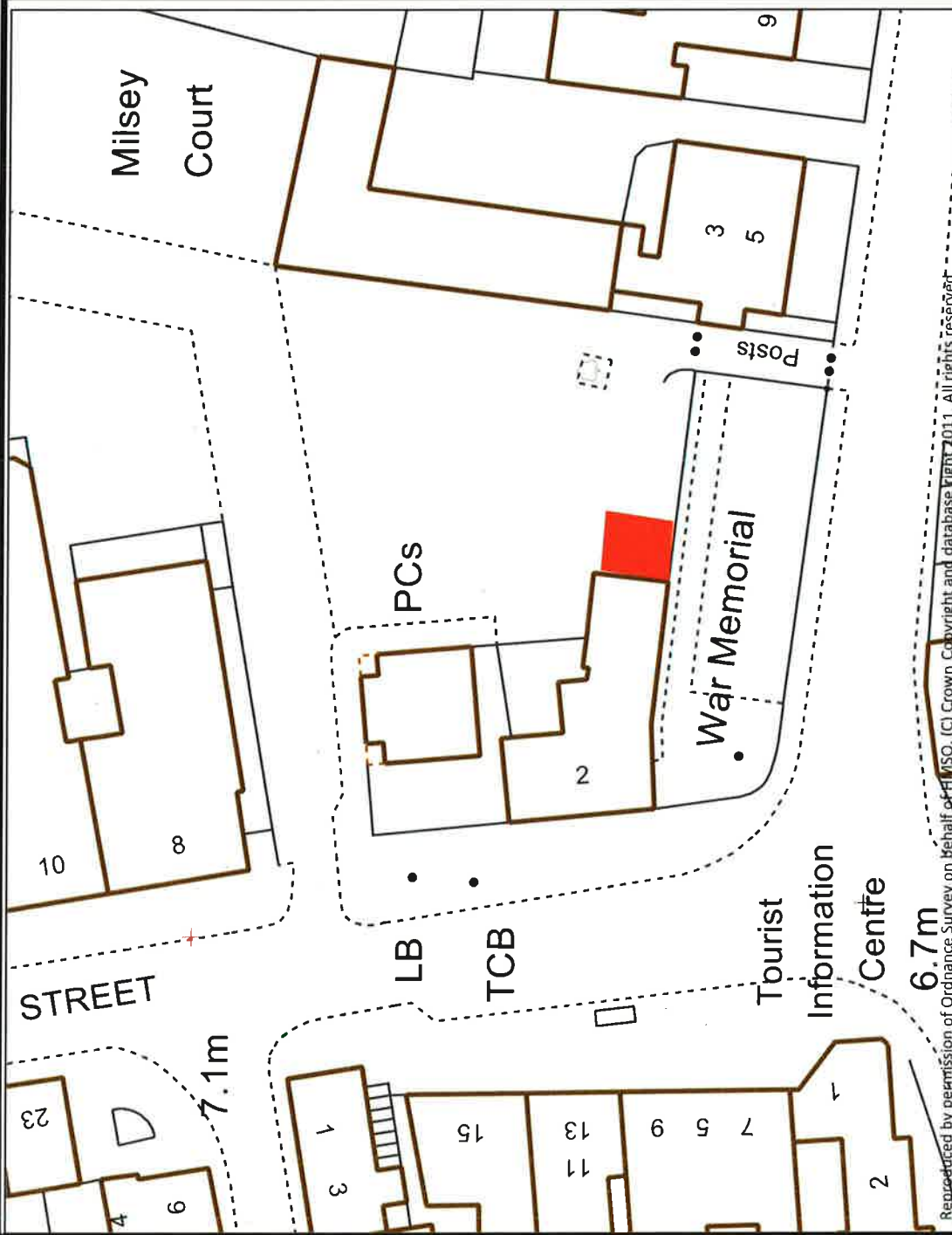
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Drawn by: KS

Checked by: PNF

DRG. NO. TO – 253 / 15

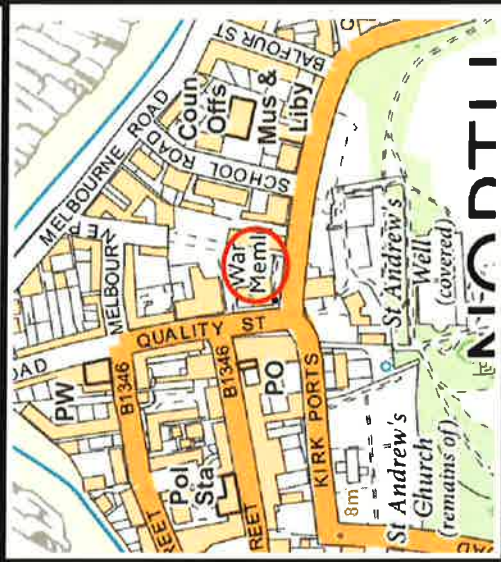
EAST LOTHIAN COUNCIL: ROAD NETWORK MANAGEMENT



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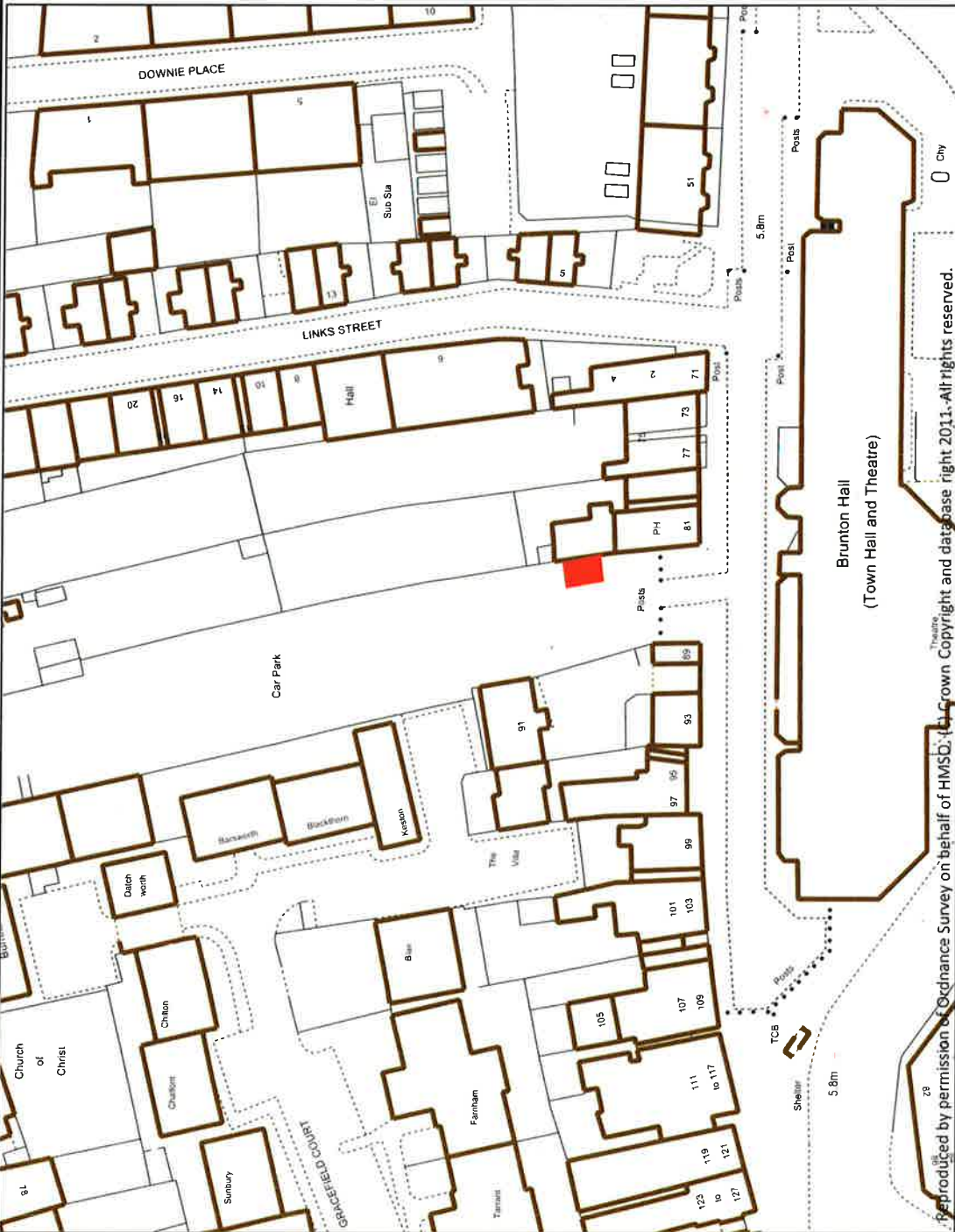
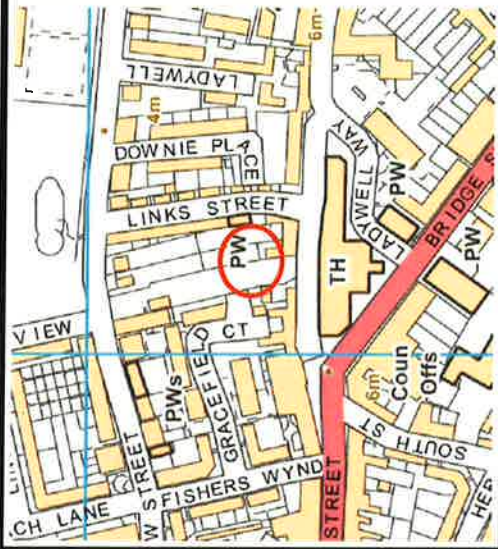
IMPERIAL CAR PARK, NORTH BERWICK

PROPOSED CAR CLUB AND ELECTRIC VEHICLES PARKING PLACES ORDER -- TO 243 / 15
 1 No. SPACE FOR ELECTRIC VEHICLES ONLY & 1 No. SPACE FOR CAR CLUB VEHICLES ONLY



| | |
|--|---|
|  <p>East Lothian Council</p> | <p>East Lothian Council Transportation Department Road Network Management John Muir House Haddington EH41 3HA Tel: 01620 827827</p> |
| | <p>Date: 27/10/2015 Scale: NTS</p> |
| <p>DRG. NO. TO - 253 / 15</p> | |

EAST LOTHIAN COUNCIL: ROAD NETWORK MANAGEMENT



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GRACEFIELD CAR PARK, MUSSELBURGH

PROPOSED CAR CLUB AND ELECTRIC VEHICLES PARKING PLACES ORDER – TO 243 / 15

2 No. SPACES FOR ELECTRIC VEHICLES ONLY

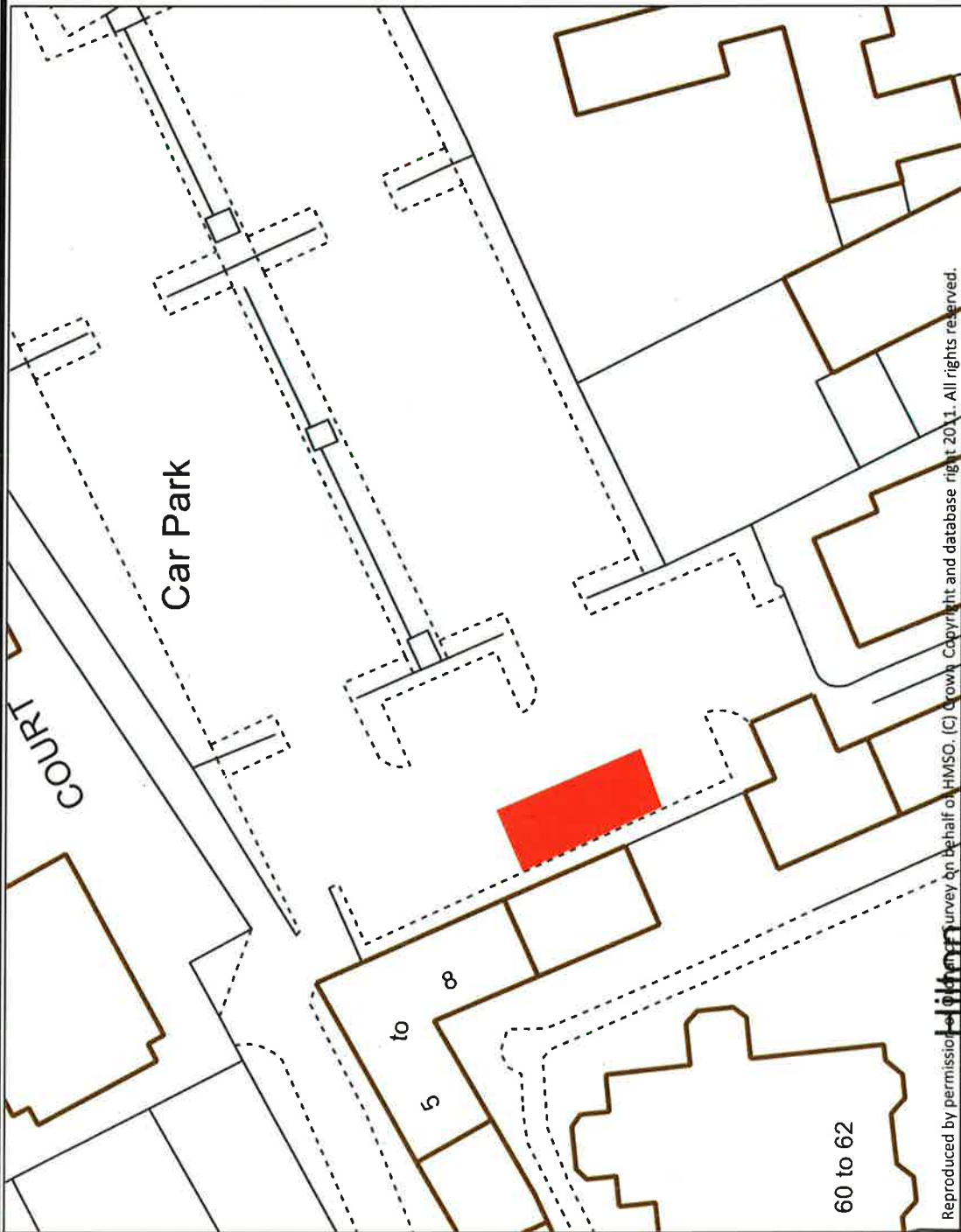
East Lothian Council
Transportation Department
Road Network Management
John Muir House
Haddington
EH41 3HA
Tel: 01620 827827



Drawn by: KS
Checked by: PMF

Date: 27/10/2015
Scale: NTS

DRG. NO. TO – 253 / 15

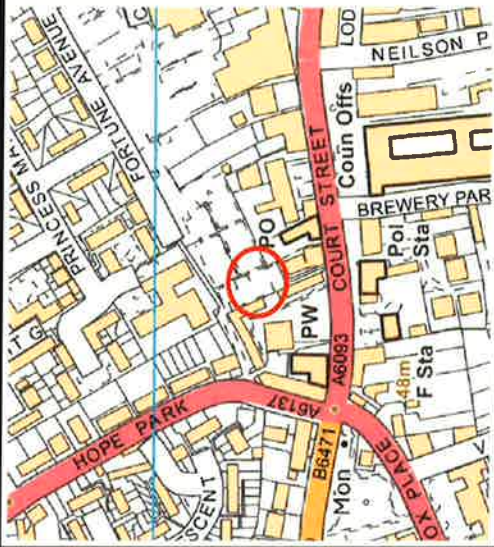


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LONG STAY CAR PARK, HADDINGTON

PROPOSED CAR CLUB AND ELECTRIC VEHICLES PARKING PLACES ORDER – TO 243 / 15

2 No. SPACES FOR ELECTRIC VEHICLES ONLY & 2 No. SPACES FOR CAR CLUB VEHICLES ONLY



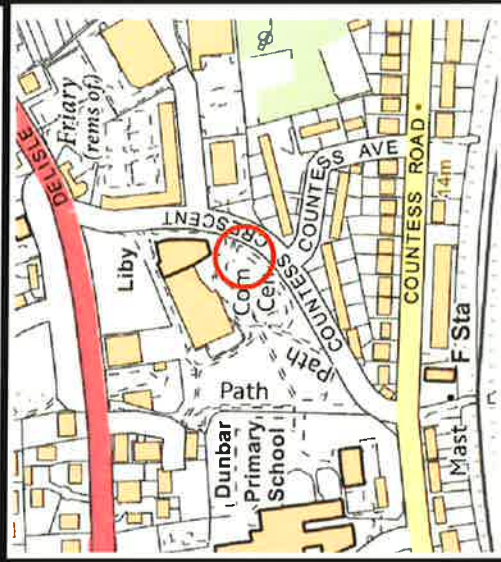
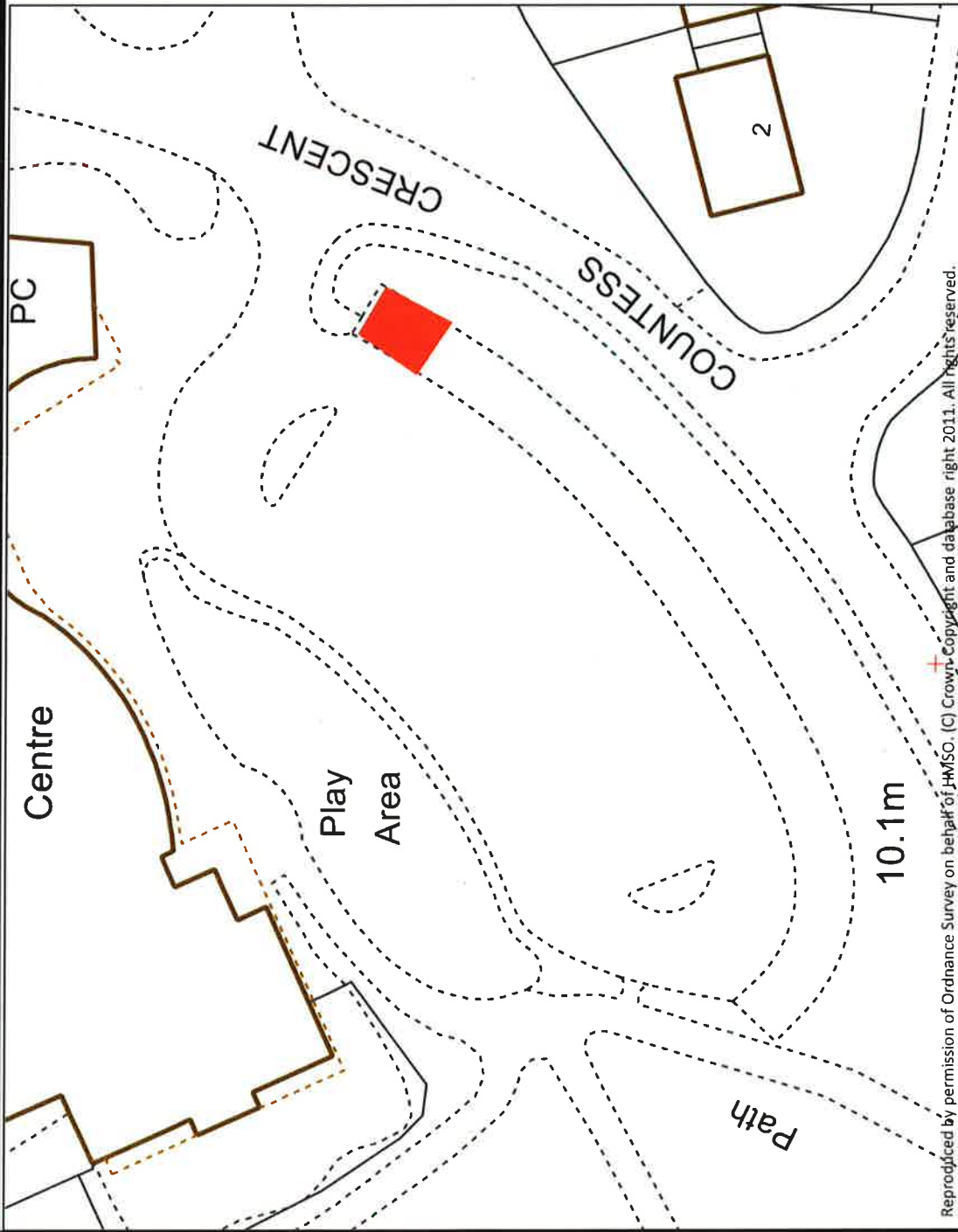
East Lothian Council
 Transportation Department
 Road Network Management
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 Haddington
 EH41 3HA
 Tel: 01620 827827



Drawn by: KS
 Checked by: PNF

Date: 27/10/2015
 Scale: NTS

DRG. NO. TO – 253 / 15



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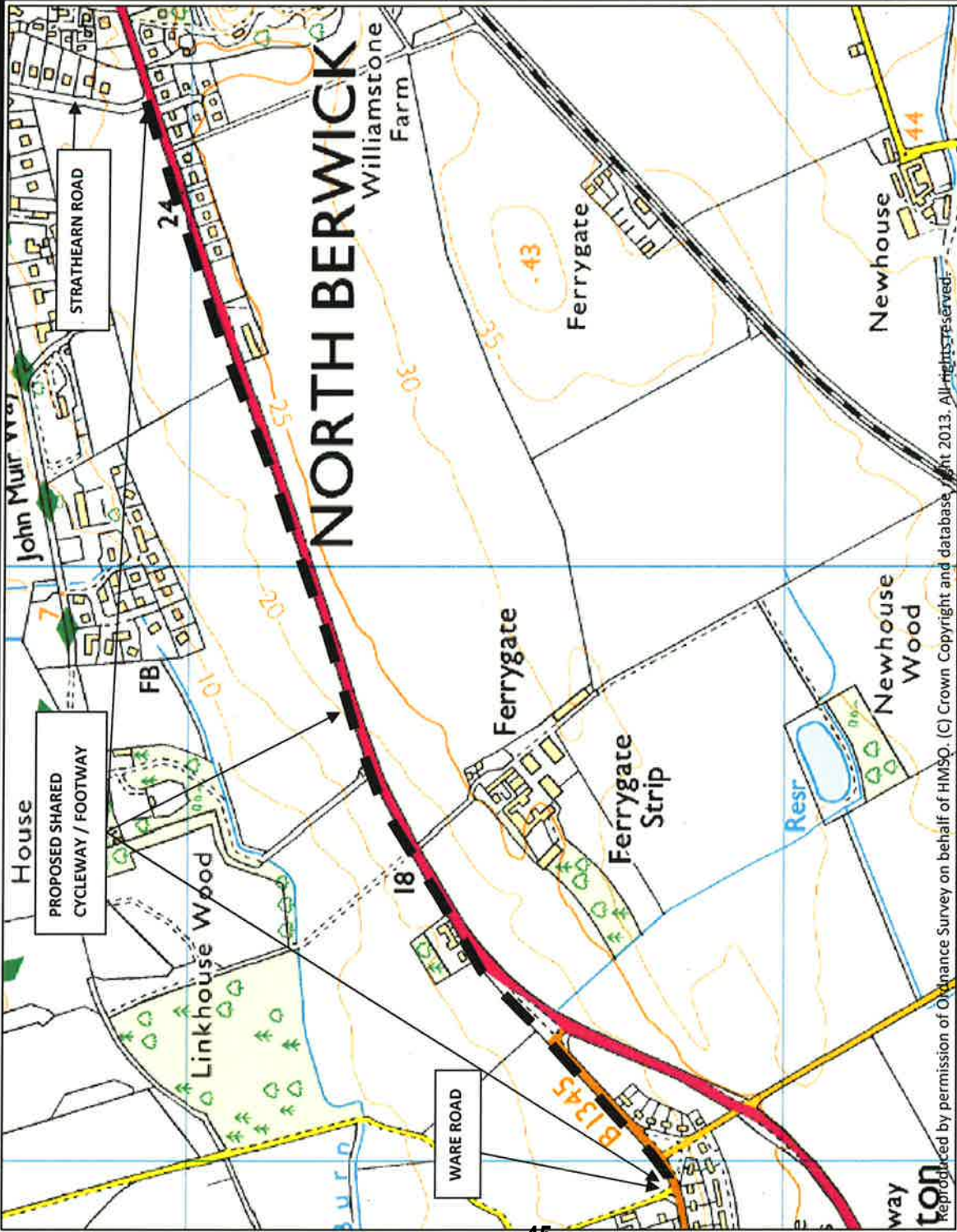


Date: 27/10/2015
 Scale: NTS
 Drawn by: KS
 Checked by: PNF

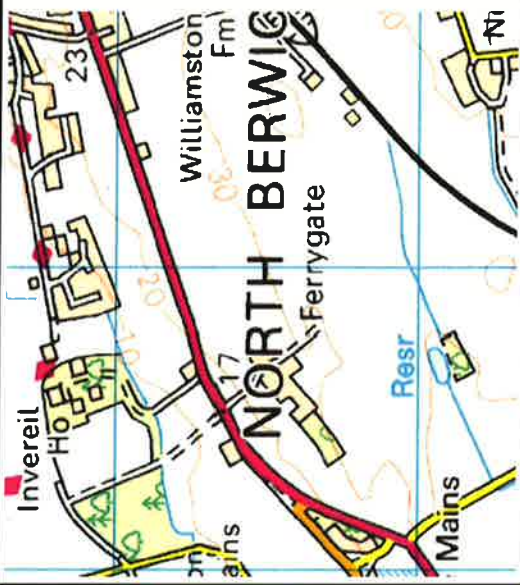
DRG. NO. TO - 253 / 15

BLEACHINGFIELD CAR PARK, DUNBAR

PROPOSED CAR CLUB AND ELECTRIC VEHICLES PARKING PLACES ORDER - TO 243 / 15
1 No. SPACE FOR ELECTRIC VEHICLES ONLY & 1 No. SPACE FOR CAR CLUB VEHICLES ONLY



PROPOSED SHARED SURFACE FOR CYCLING / PEDESTRIAN USE
STRATHEARN ROAD, NORTH BERWICK TO WARE ROAD, DIRLETON



Notes

Notes

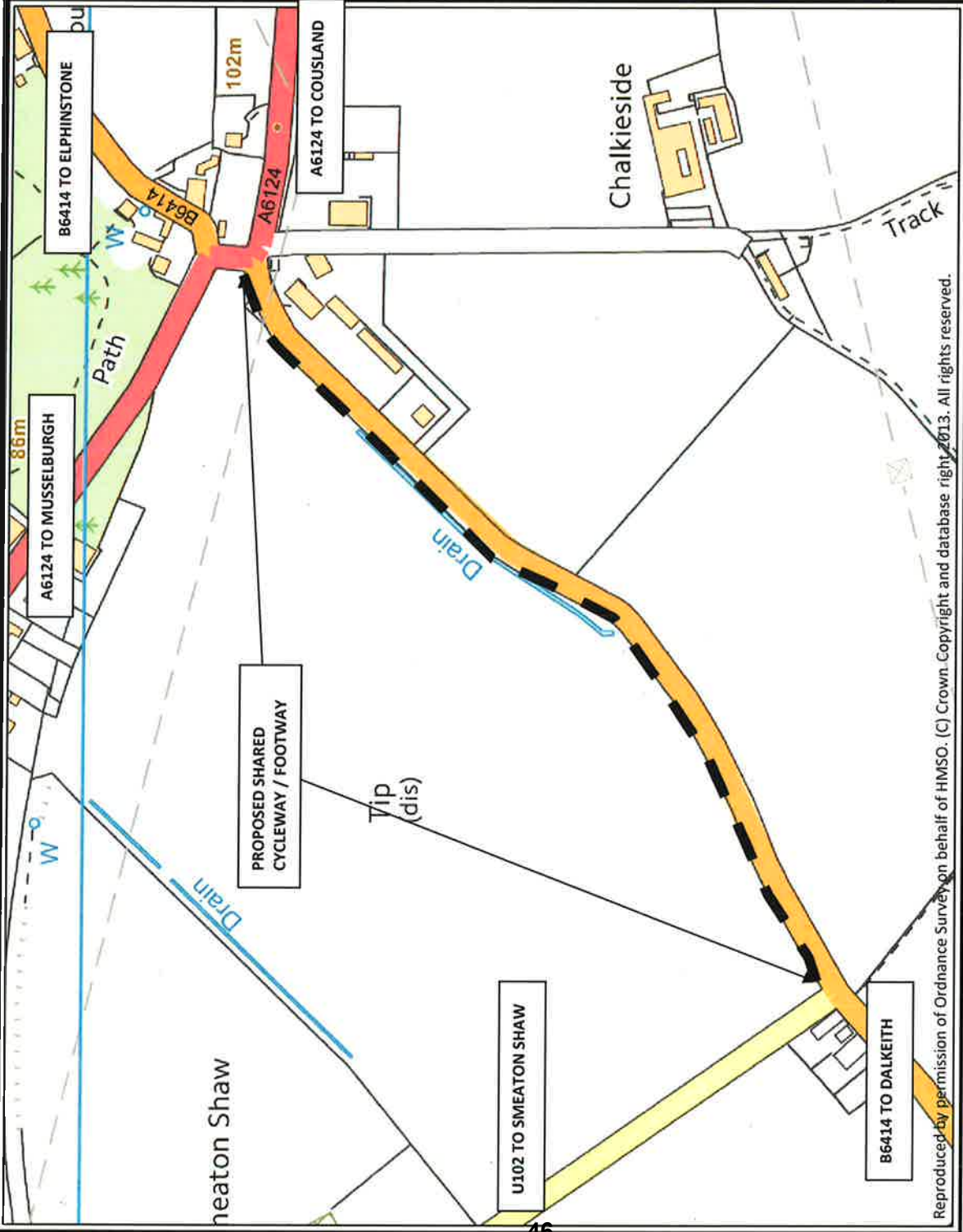
East Lothian Council
 Roads Service
 John Muir House
 Haddington
 EH41 3HA
 Tel: 01620 827827



Date: 15/12/2015
 Scale: NTS

Drawn by: W.laird
 Checked by: P.N.Forsyth

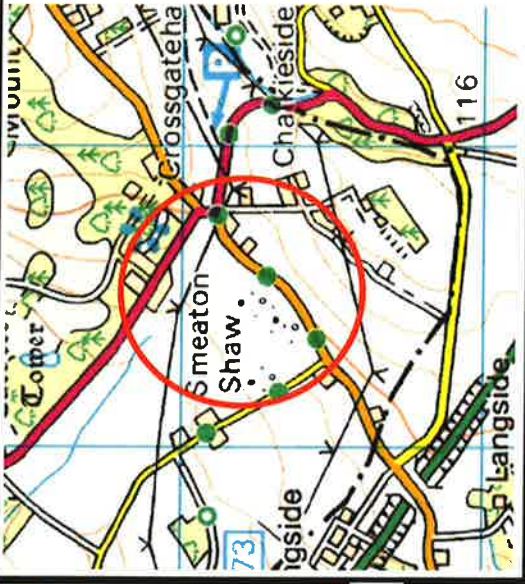
DRG. NO. TRO / 15 / A198 – B1345



PROPOSED SHARED SURFACE FOR CYCLING / PEDESTRIAN USE

B6414 CROSSGATEHALL TO SMEATON SHAW

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Notes

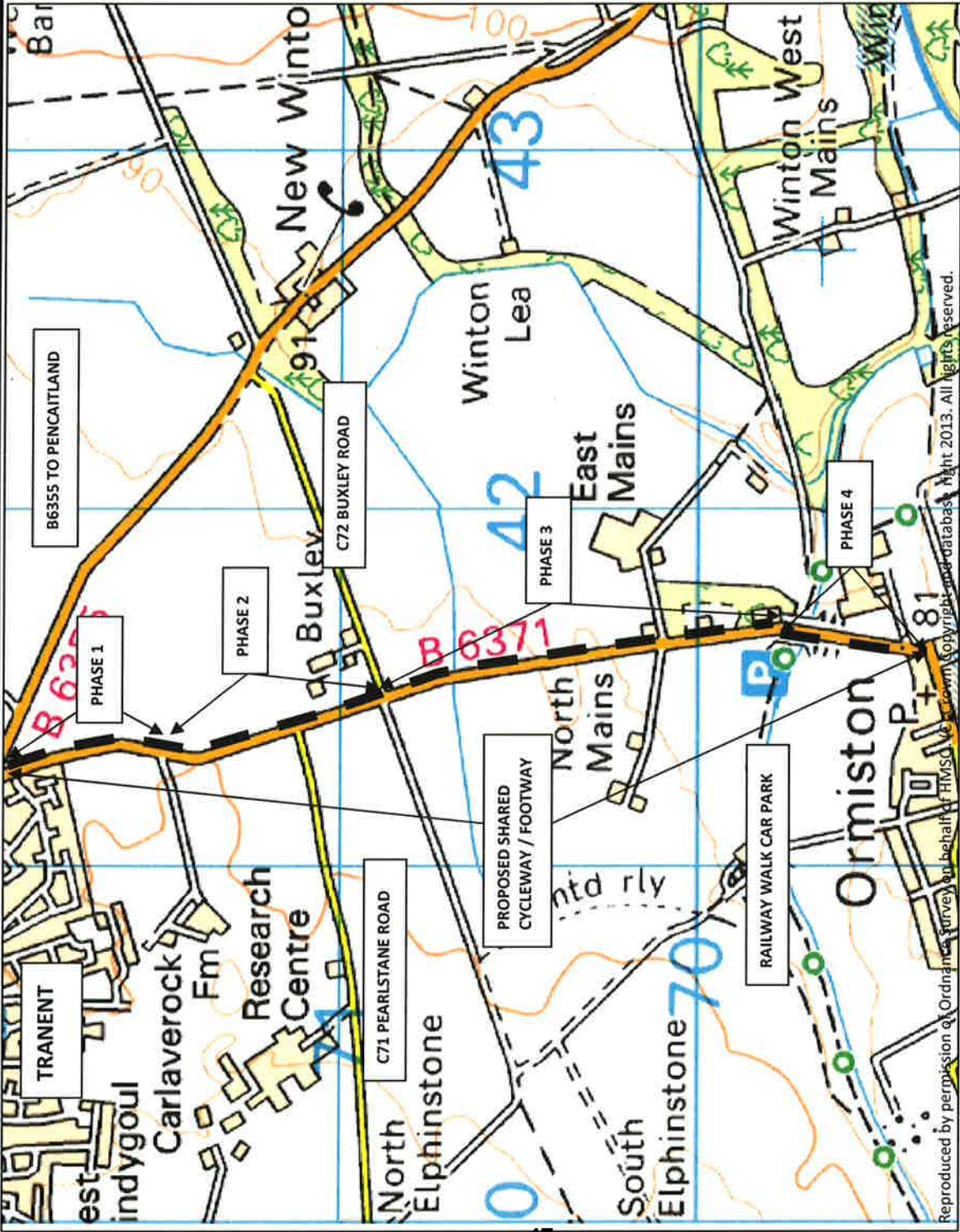
East Lothian Council
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Haddington
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Tel: 01620 827827



Date: 15/12/2015
Scale: NTS

Drawn by: W.LAIRD
Checked by: P.N.FORSYTH

DRG. NO. TRO / 15 / B6414 - CROSSGATEHALL



PROPOSED SHARED SURFACE FOR CYCLING / PEDESTRIAN USE

B6414 TRANENT TO ORMISTON



Notes

Notes

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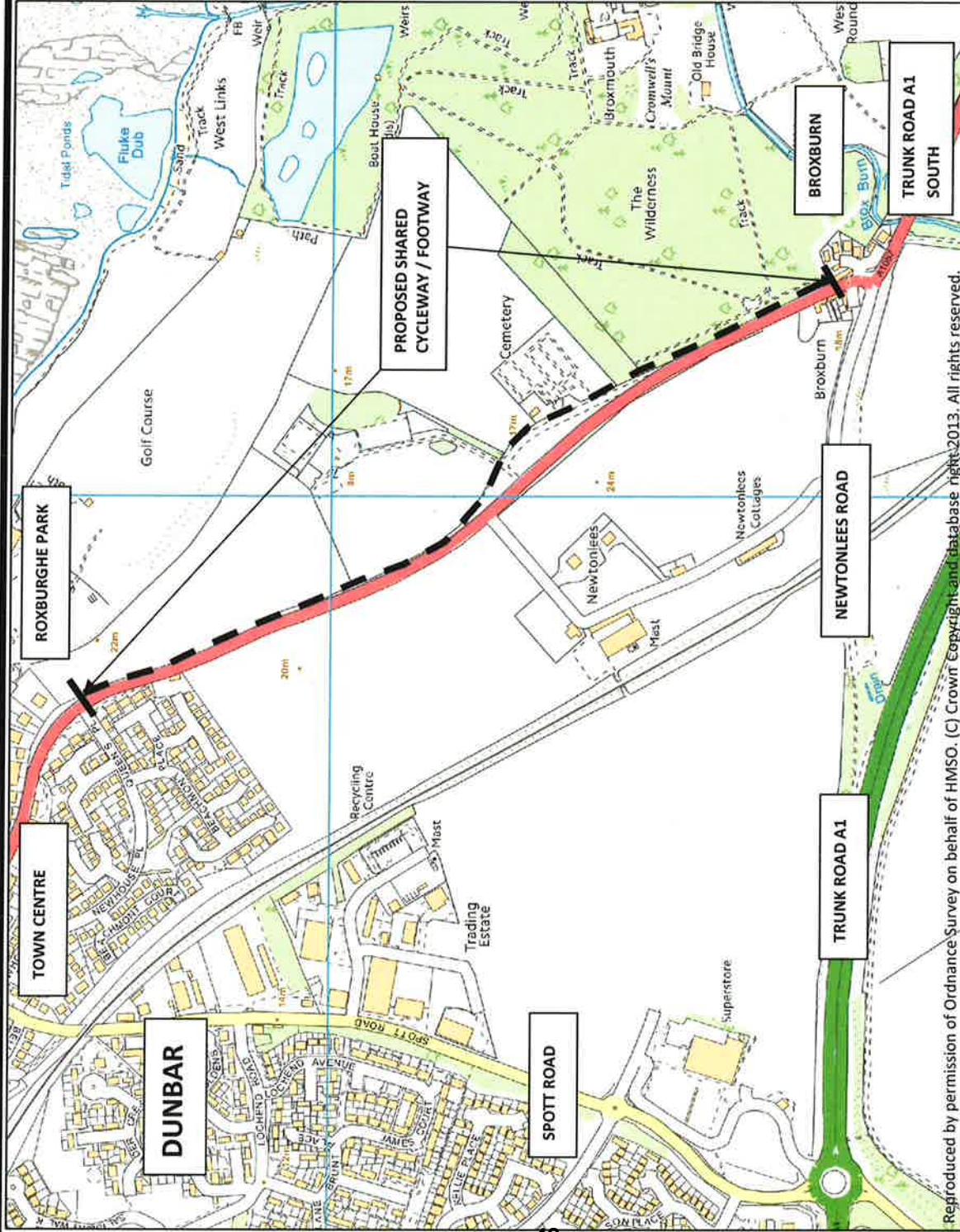


Date: 15/12/2015
Scale: NTS

Drawn by: W.LAIRD
Checked by: P.N.FORSYTH

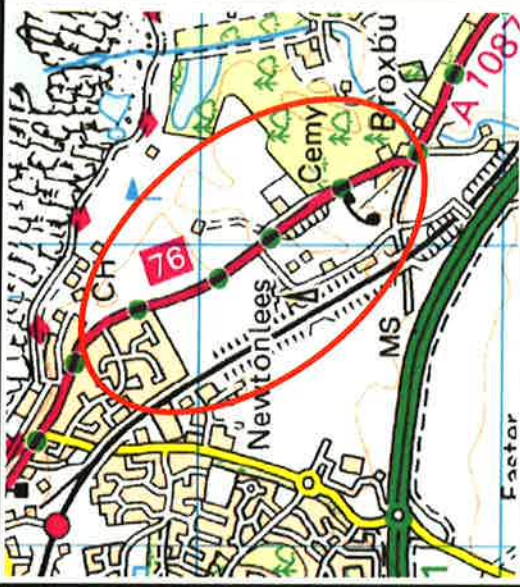
DRG. NO. TRO/15/TRANENT

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PROPOSED SHARED SURFACE FOR CYCLEWAY / FOOTWAY
A1087 ROXBURGHE PARK TO BROXBURN, DUNBAR

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Notes

Notes

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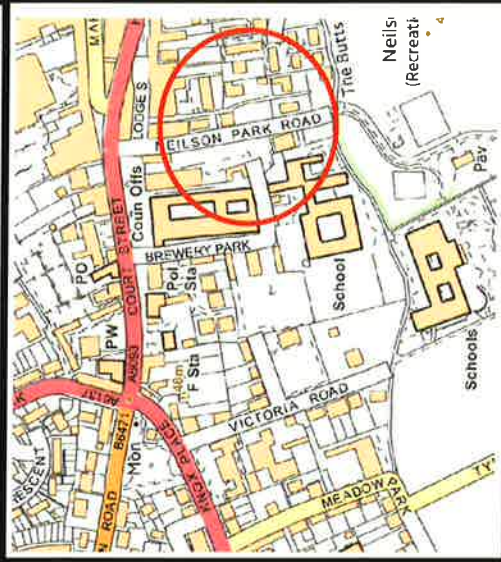
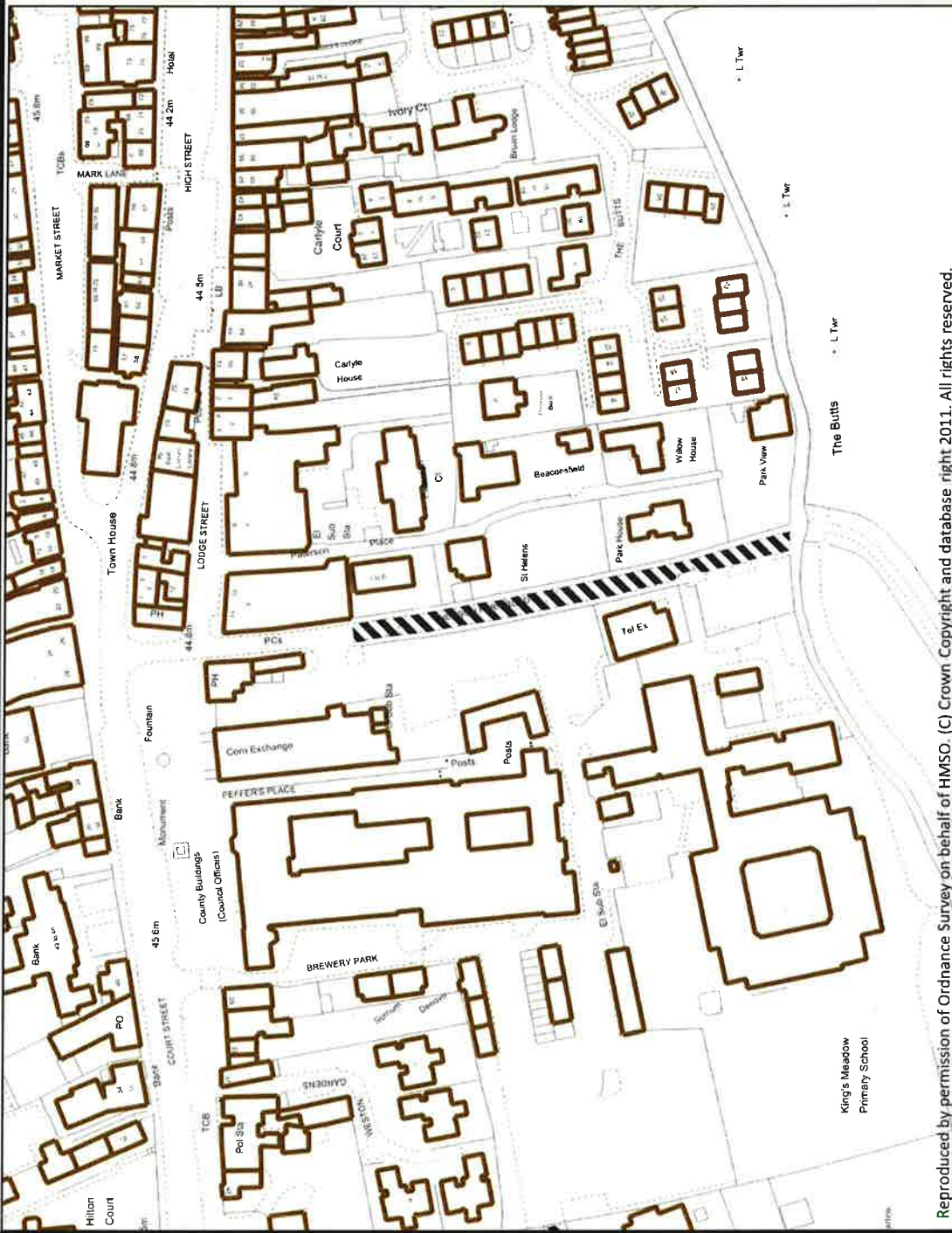


Date: 15/12/2015
 Scale: NTS

Drawn by: W.laird
 Checked by: P.N.Forsyth

DRG. NO. TRO/15/A1087 BROXBURN

EAST LOTHIAN COUNCIL: ROADS SERVICE



PEDESTRIAN ZONE

When lights flash

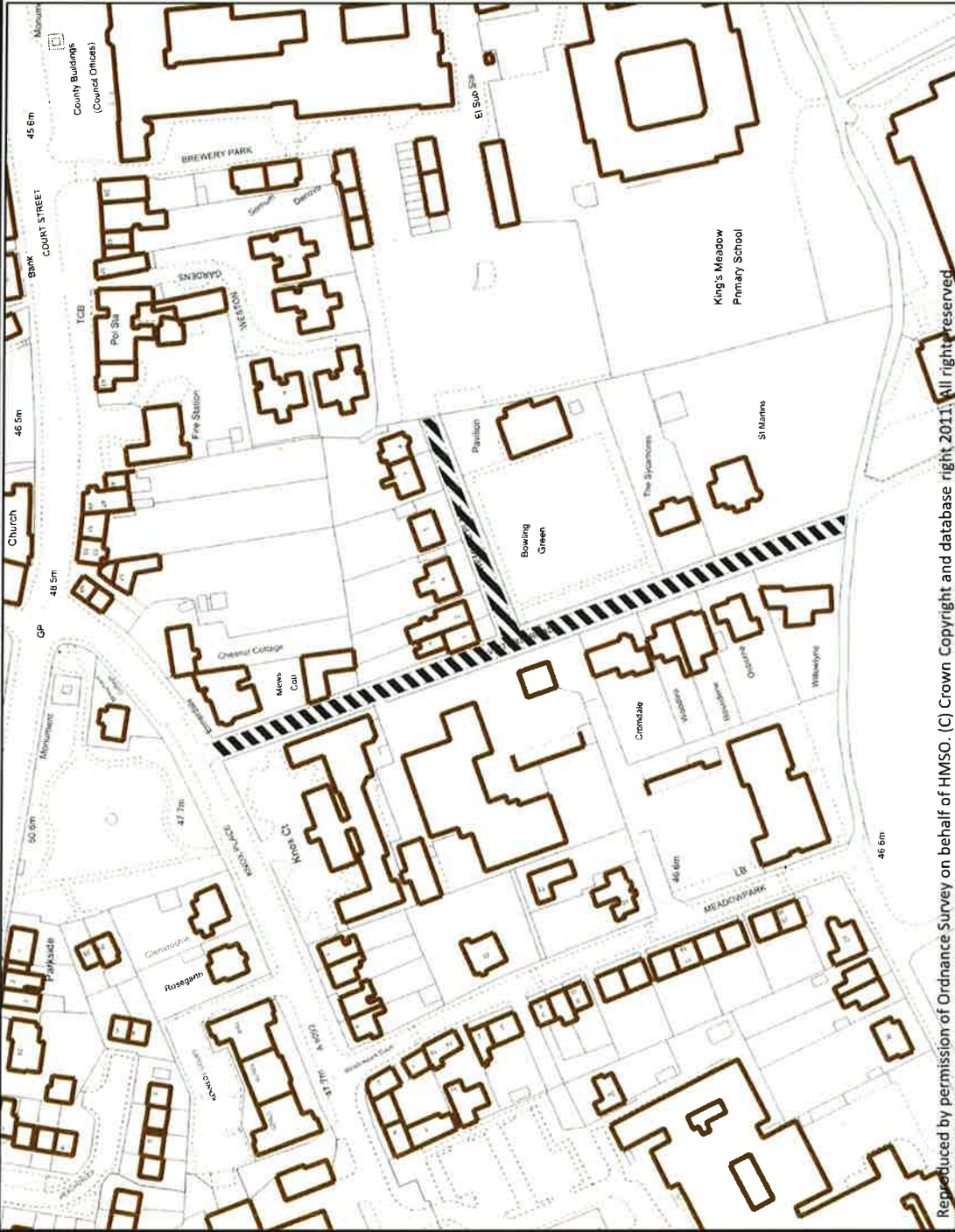
Except for R & permitted vehicles

| | | |
|---|------------------------------------|---|
| East Lothian Council Roads Service John Muir House Haddington EH41 3HA Tel: 01620 827827 | <p>East Lothian Council</p> | Date: 21/10/2015 Scale: NTS Drawn by: KS Checked by: PNF |
| DRG. NO. N/T1A/TRO/15_1 | | |

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Location: Neilson Park Road, Haddington
Description: Prohibition of Vehicular Traffic (during school travel periods)

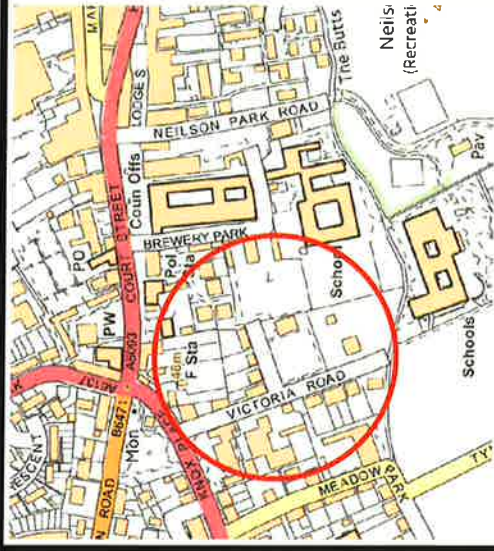
EAST LOTHIAN COUNCIL: ROADS SERVICE



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Location: Victoria Road & Wemyss Place, Haddington

Description: Prohibition of Vehicular Traffic (during school travel periods)



PEDESTRIAN ZONE

When lights flash

Except for

& permitted vehicles

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John Muir House
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EH41 3HA
Tel: 01620 827827



Date: 21/10/2015
Scale: NTS
Drawn by: KS
Checked by: PNF

DRG. NO. N/T1A/TRO/15_2

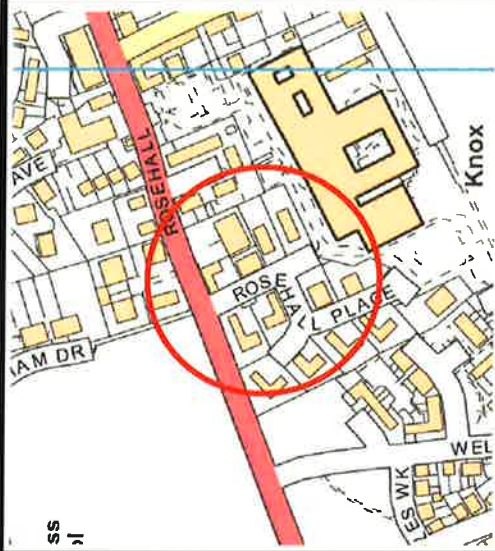
EAST LOTHIAN COUNCIL: ROADS SERVICE



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Location: Rosehall Place (Part), Haddington

Description: Prohibition of Vehicular Traffic (during school travel periods)



PEDESTRIAN ZONE



When lights flash

Except for  & permitted vehicles

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Haddington
EH41 3HA
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Drawn by: W.Laird
Checked by: P.N.Forsyth

Date: 21/10/2015
Scale: NTS

DRG. NO. NT1A/TRO/15_2

EAST LOTHIAN COUNCIL: ROADS SERVICE

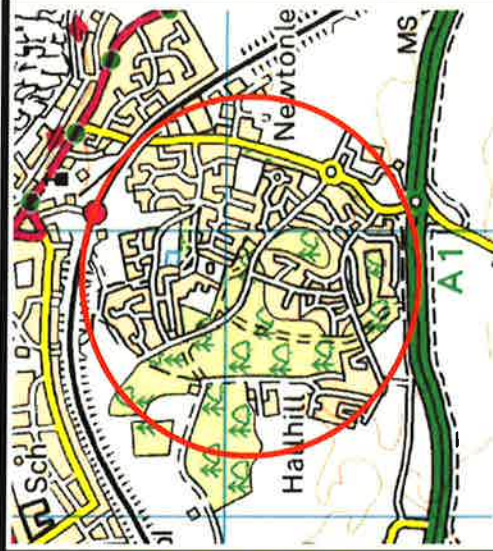


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PERMANENT 20MPH SPEED RESTRICTIONS ORDER – TO 251 / 15

HALLHILL AREA DUNBAR

OCTOBER 2015



Notes

This is the plan referred to and annexed to the traffic order and schedule 1

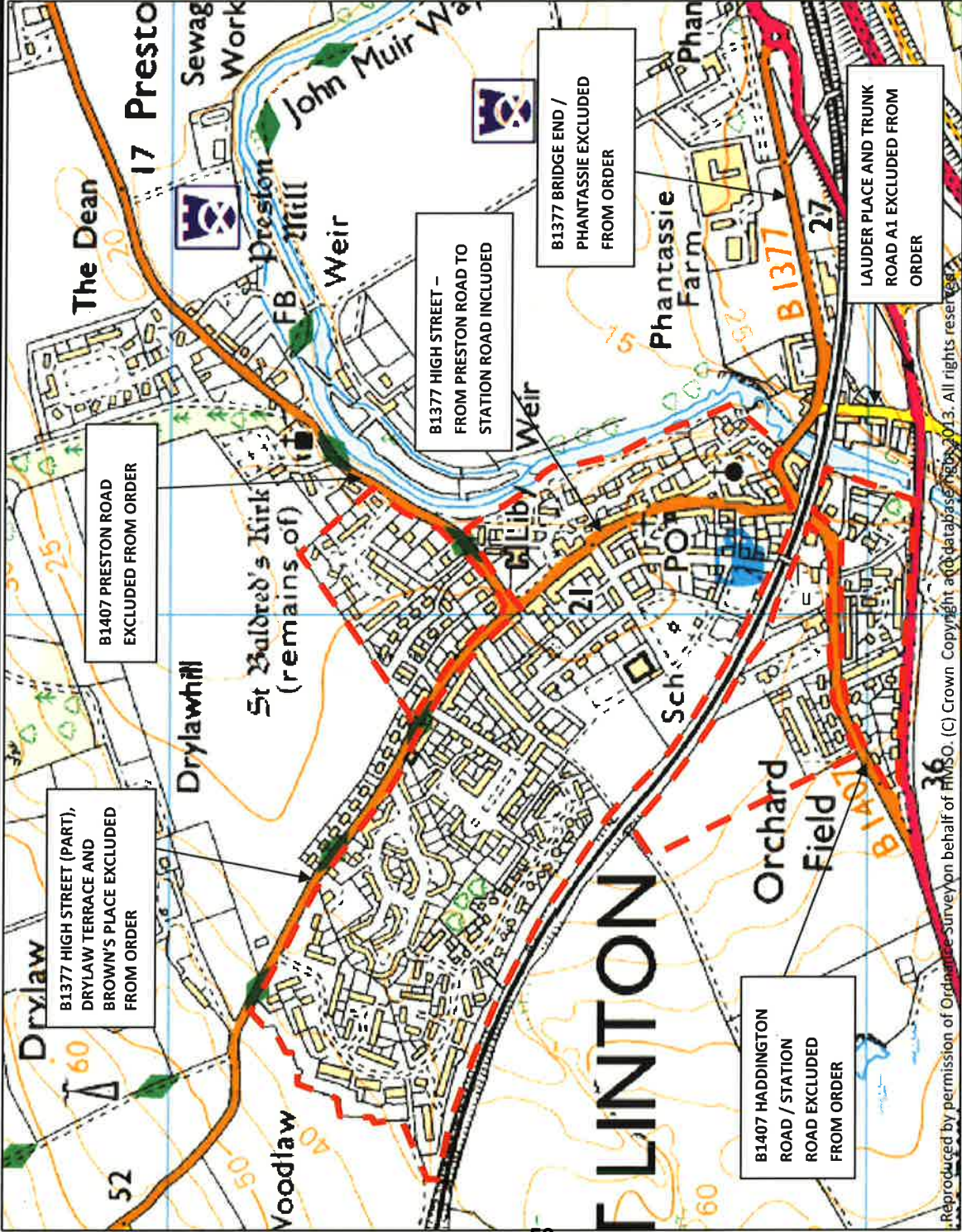
East Lothian Council
Roads Service
John Muir House
Haddington
EH41 3HA
Tel: 01620 827827



Date: 24/10/2015
Scale: NTS

Drawn by: W.LAIRD
Checked by: P.N.FORSYTH

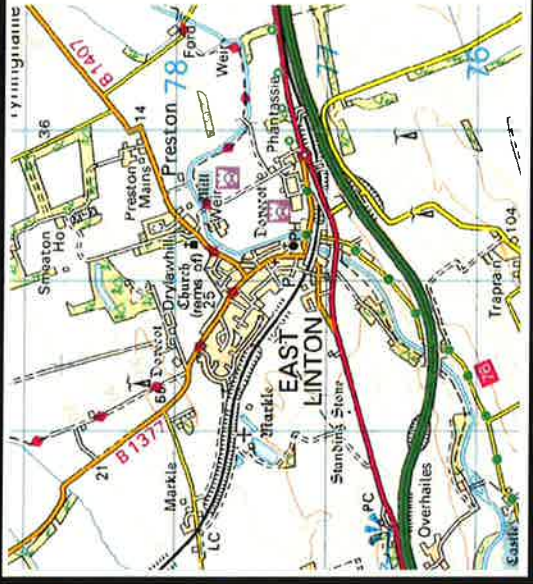
DRG. NO. TRO – 251 / 15 / WL / 001



PROPOSED EXPERIMENTAL 20MPH ORDER

EAST LINTON VILLAGE

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Notes

AREAS CONTAINED WITHIN THE RED DASHED LINES ARE INCLUDED WITHIN THE PROPOSED 20MPH RESTRICTIONS

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 Haddington
 EH41 3HA
 Tel: 01620 827827



Drawn by: W.LAIRD
 Checked by: P.N.FORSYTH

Date: 15/12/2015
 Scale: NTS

DRG. NO. TRO / 15 / EAST LINTON

East Lothian Partnership

ACTION NOTE OF THE MEETING OF THE RESILIENT PEOPLE PARTNERSHIP

Wednesday 16 September 2015, 2-4pm, Saltire Rooms 1&2, East Lothian Council, John Muir House, Haddington EH41 3HA.

Partnership Members Present:

| | |
|--|----|
| Mike Ash, Chair, and Non Executive Director, NHS Lothian (MA) | 5a |
| Alex McCrorie, Depute Chief Executive–Resources and People Services, East Lothian Council (AMcC) | |
| Alison Meiklejohn, Non Executive Board Member, NHS Lothian (AM) | |
| Anna O’Reilly, Assistant Director, Children 1 st (AO) | |
| Brian Currie, substitute for Jackie Philips, Scottish Care (BC) | |
| Cllr. Donald Grant, Spokesperson for Health and Social Care, East Lothian Council and Chair, Health and Social Care Partnership (DG) | |
| Cllr. Shamin Akhtar, Spokesperson for Education and Children’s Wellbeing, ELC (SA) | |
| David Small, Director of Health and Social Care East Lothian Council and East Lothian Community Health Partnership,, Health & Social Care Partnership (DS) | |
| Linda McNeill, Depute Chief Executive, STRiVE substitute for Eliot Stark (LM) | |
| Sally Egan, Associate Director and Child Health Commissioner, NHS Lothian (SE) | |
| David Milne, The Scottish Government (DM) | |

Others Present:

| |
|---|
| Veronica Campanile, Policy Officer, Corporate Policy & Improvement, East Lothian Council (VC) |
| Raymy Boyle, Service Manager GIRFEC, East Lothian Council (RB) |
| Darrin Nightingale, Head of Education, East Lothian Council (DN) |

Partnership Members Apologies:

| |
|---|
| Danny Harvie, Director ELCAP, Coalition of Community Care and Support Providers in Scotland |
| Julie McCran, Vice Principal Customer and Student Services, Edinburgh College |
| Jackie Philip, Regional Manager, Good Companions, Scottish Care |
| Cllr. Stuart Currie, Leader of the SNP Group, East Lothian Council |
| Eliot Stark, Chief Executive STRiVE, VAEL |

WELCOME/APOLOGIES – as above

1. **ACTION NOTE OF THE PREVIOUS MEETING:** The Action Note of the RPP of 17 June 2015 was approved.
2. **MATTERS ARISING - Action Log**

| |
|---|
| Item 2: Edinburgh College and STRiVE future involvement (action from 19 Nov meeting); agreed that working together will be acted on now -JMCC/ES or L McNeill -met 23 July 2015 |
|---|

| |
|--|
| <p>Item 3.2: RPP to consider how to influence the Local Development Plan during the consultation period -MA/SA/AMcC - There is a period of representation post publication of proposed Local Development Plan. Representations will be examined by a Scottish Government reporter. In future, East Lothian Partnership should consider this at the stage of the Main Issues Report. Noted that NHS Lothian responded to MIR.</p> |
| <p>Item 5a: Identify dates for twice yearly progress reports on the Autism Strategy -VC/Jane Heslop- NHS - Initial report agreed for Nov 2015</p> |
| <p>8. MTP Members to check that their own organisations are aware of the MTP project and contact Rebecca Spillane to speak at meetings if required –ALL MEMBERS - Members to consider and contact VC if you have already made contact or if you do not need to be involved</p> |
| <p>3.a Joint Inspection - The Partnership wishes to pass on our appreciation to the team involved in the inspection –DS/SS. - This was passed on 10/8/2015</p> |
| <p>3.b Revised Performance Report</p> <ul style="list-style-type: none"> • Follow up on the pending information with the accountable officers and report back by 25 June to MA and AMcC -VC • Circulate the updated performance framework to partners asking them to be aware of the framework and targets and to take these into account in their work and invite their response – VC / ALL MEMBERS - Followed up and the final version was circulated to members 23/7/2015. VC resolved most of the pending data for the performance report. • SE to contact DS re any issues regarding the health data –SE/DS SE to work with VC on further health data needed until the IJB takes on this role. |
| <p>6. CSP / Children’s Services Improvement Plan</p> <ul style="list-style-type: none"> • The Chair asked for thanks to be passed on to Sharon Saunders for the good progress to date - DN/VC – done 10/8/2015 • SE to speak to staff re their responsibilities in the Children’s Strategic Partnership particularly as Michelle Rogers is about to return to her post in Edinburgh Council- SE - Graham McKenzie and Angela Dougall are taking the lead until the Programme Manager post is filled. SE is currently working on the Children’s budget and also and a Children’s Improvement Plan reporting all key indicators - this will inform the ICSP. |
| <p>5. Senior Phase Attainment (update provided by DN outwith the meeting)</p> <ul style="list-style-type: none"> • Report back on any particular areas of interest to give assurance of progress incorporating a dashboard on key indicators - DN - This is measured annually via exam results and School Leaver Destinations report. We produce performance reports on each secondary school which we share with the schools as part of the attainment meeting rounds x 3 pa. We report to the Education Committee on this topic • Potential for further work using the Insight Tool between Edinburgh College and Education – JMcC/DN - The courses and (some) voluntary work is captured on Insight. A meeting will be held in 10 days time where we are looking at improving course uptake |

- Explore further support for pregnant teenagers to enable them to remain in education/positive destinations – **SE/DN/JMcC** - Education have a dedicated officer responsible for teenage mums providing childcare whilst she attends school. Following the health led “Reducing & Responding to Teenage Pregnancy” event on 16 June a short-life working group is being convened to develop a coordinated approach in East Lothian.
- Explore STRIVE’s work with young people to support positive destinations –**ES/DN** - **PENDING**

4.a Priority Actions

- Complete reporting dates – **VC/SS/DS/RM** - All 1st reports agreed and some dates agreed for 2nd reports
 - All partners to contact the Accountable Officers (AO) directly in order to get more involved / **ALL MEMBERS**
- Members to consider and contact VC if you have already made contact with the AOs or if you do not need to be involved**

3. PARTNERS’ STRATEGIC ISSUES

- Joint Inspection of Older People’s Health and Social Care services
David Small spoke to the report

Decision on the Recommendations/Action

The Resilient People Partnership (RPP) members agreed to:

2.1 Note the extensive activity undertaken across the Health & Social Care Partnership, paying particular attention to the attached Partnership Position Statement (self evaluation) of services for older people, against which the Joint Inspection Team are currently reviewing and evaluating our services.

2.2 Note and prioritise attendance at the Older People’s Inspection Partnership Briefing taking place on Thursday 1 October 2015, at 1.00pm – 3.00pm, in the Saltire Rooms, John Muir House, Haddington.

Action

- **All to read the Position Statement and contact the Joint Inspection team if you are interested in participating in the briefing session or one of the focus groups (contact email lmiddleton@eastlothian.gov.uk)**

8 OUTCOME 6: In East Lothian we live healthy active and independent lives

Verbal update by David Small

Action

- **Report back on how the Health Inequalities Plan will be incorporated into the Health and Social Care Strategic Plan – DS**
- **Use People’s Voice tool to plan engagement on the second consultation on the strategic plan and attach the completed Planning Record to the report to the**

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| Integrated Joint Board - DS/Carol Lumsden |
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4. DRAFT PERFORMANCE REPORT 2014/15: Outcomes 4, 5 and 6

Veronica Campanile spoke to the report

Decision on the Recommendations/Action

Partnership members were asked to:

- 1.1 Note progress, scrutinise and give comment on performance on each of the Outcomes - **Noted and see actions below**
- 1.2 Provide additional information and data in order to finalise the Performance Report, remitting officers to update as required – **Agreed and see actions below**
- 1.3 Approve the Performance Report in principle for presentation to East Lothian Partnership on 7 October 2015. – **Approved in principle**
- 1.4 Share the Performance Report with your Boards or equivalent and provide feedback to this Partnership. – **Agreed – Action for all members**

Action

- **Outcome 6: Re all pending Health data for indicators: SE to meet with Andy Jackson to try to obtain the data and liaise with VC, arranging a meeting if necessary.**
- **Outcome 5: SE to provide health narrative for 2014/15 and 2015/16 / VC to correct P1 on-entry data**
- **Outcome 4: Performance was not discussed in detail. Further data to be included as possible – VC**
- **All outcomes – include an explanation for any indicator in red/amber with action plan**
- **Noted that all Accountable Officers will be asked to review and approve their Outcome reports prior to final submission**

5. PRIORITY ACTIONS FOR PARTNERS FOR 2015/16

- a. School attendance / Darrin Nightingale spoke to the report

Decision on the Recommendations/Action

- 2.1 The Partnership should note the report and its contents and agree how partners will support, by tangible actions, the Musselburgh Area Partnership work – **Noted**

Action

- **DN to arrange with Jon Turvill (Health and Social Care Partnership) to meet the GP forum and address action through their practices**
- **VC to contact Gill Imery, Police Scotland, for a key contact for action by their service**
- **All members to bring forward suggestions on services/groups that could take action**
- **SA to feed in the discussion to the Education Committee (this will complement the performance reports from each school to the committee)**

- **Noted that once the named person responsibility comes into effect action can begin to ensure good attendance at nursery – SE**

b. Enabling people to live at home or in a homely setting

Action

- **The report was postponed but should be submitted to East Lothian Partnership on 7 October – DS**

6. OUTCOME 5: CHILDREN’S STRATEGIC PARTNERSHIP AND SERVICES FOR CHILDREN IMPROVEMENT PLAN – PROGRESS REPORT

Raymy Boyle spoke to the report

Decision on the Recommendations/Action

2.1 The Resilient People Partnership (RPP) is asked to note the extensive activity undertaken across the children’s Strategic Partnership supporting the development of a new ICSP for East Lothian’s children and young people. - **Noted**

2.2 The RPP members are asked to note the timetable for production of the new ICSP and to fully engage in consultation opportunities planned to take place during late October into November 2015. – **Noted**

Action

- **All members to consider taking part in consultation opportunities**
- **Re discussion on setting out partners’ resources for children’s services: all partners to consider and STRiVE and Health agreed to work on this now / LM and SE**

9. Items for information

a. Community Empowerment Scotland Act - David Milne spoke to the document

Action / Arrange a series of briefings/discussion on the Community Empowerment Act:

- **For Elected members – AMcC**
- **For the IJB – DG / DS**
- **For NHS Lothian - MA / SE**

10. AOB

Action

- **SA to send links to the Education Committee on any of the items discussed**

NEXT MEETING: Wednesday 18 November 2015, 2-4pm, The Doughty Centre, Herdmanflat Hospital, Haddington.

East Lothian Partnership

ACTION NOTE OF THE MEETING OF THE SAFE & VIBRANT COMMUNITIES PARTNERSHIP

**Monday 28 September 2015, 2-4pm, Adam Room, East Lothian Council, John Muir House,
Haddington EH41 3HA.**

Partnership Members Present:

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| Monica Patterson, Chair, Depute Chief Executive – Partnerships and Community Services, East Lothian Council (MP) | 5b |
| Councillor Jim Gillies, East Lothian Council (JG) | |
| Councillor Tim Day, East Lothian Council (TD) | |
| Councillor Peter MacKenzie, East Lothian Council (PM) | |
| Chief Superintendent Gill Imery, Police Scotland (GI) | |
| Fiona Young, Chief Officer, Lothian & Borders Community Justice Authority (FY) | |
| Dean Mack, East and Midlothian Manager, Scottish Fire & Rescue Service (DM) | |
| David Rose, Committee Member, Association of East Lothian Community Councils (DR) | |
| Linda McNeill, Depute Chief Executive (LM) | |
| Julie Hayward, East Lothian Tenants and Residents Partnership (JH) | |

Others Present:

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| Temp Chief Inspector Matt Paden, Police Scotland (MPa) |
| Claire Goodwin, Policy Officer, East Lothian Council (CG) |
| David Milne, The Scottish Government (DM) |
| Alan Stubbs, Road Services Manager, East Lothian Council (AS) |
| Stuart McPherson, Biodiversity Project Officer, East Lothian Council (SM) |
| Patsy King, Development Officer, East Lothian Council (PK) |
| Alistair Perry, Local Senior Officer, Scottish Fire & Rescue Service (AP) |
| Wendy MacAdie, Project Worker, East Lothian Council (WM) |
| Paolo Vestri, Service Manager Corporate Policy & Improvement, East Lothian Council (PV) |

Partnership Members Apologies:

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| None |
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WELCOME/APOLOGIES – as above

- 1. ACTION NOTE OF THE PREVIOUS MEETING:** The Action Note of the S&VCP of 15th June 2015 was approved with 2 changes – Gill Imery’s title to be changed to Chief Superintendent and Linda McNeill’s to Depute Chief Executive
- 2. MATTERS ARISING –** None
- 3. PARTNERS’ STRATEGIC ISSUES - EAST LOTHIAN PARTNERSHIP REPORT 2014/15 – EXTRACT FOR OUTCOMES 7-10**

Monica Patterson / Claire Goodwin spoke to the report

Decision on the Recommendations/Action

The S&VCP members agreed to:

2.2 Provide additional information and data in order to finalise the Performance Report remitting officers to update as required – **Agreed**

2.3 Approve the Performance Report in principle for presentation to East Lothian Partnership on 7 October 2015 – **Agreed**

Action

- CG to look at colours used so that the difference in shades is visible in black and white printed versions

4. ESTABLISHMENT OF NEW POLICE, FIRE AND COMMUNITY SAFETY COMMITTEE

Item moved to lower in agenda – see below

5a. OUTCOME 10 – COMMUNITY LEARNING AND DEVELOPMENT PLAN UPDATE

Wendy MacAdie spoke to the report

Decision on the Recommendations/Action

Partnership members were asked to:

2.1 Note the content of the CLP Plan 2015-18 and authorise that key players are identified who will drive forward this plan – this will be done by establishing a Forum where outcomes can be monitored and key actions acted on - **Agreed**

Action

- Develop proposal for Forum including membership – WM
- Consider representation of Youth Forum, Tenants and Residents Groups and Community Councils in planned CLD Forum – WM
- Ensure Health input to planned Forum – WM
- Discuss consultation on Plan / inclusion on consultation hub – CG / WM

5b. OUTCOME 10 – DRAFT VOLUNTEERING STRATEGY

Linda McNeill spoke to the report

Decision on the Recommendations/Action

Partnership members were asked to:

2.1 Approve the draft Strategy in principle for presentation to East Lothian Partnership on 7th October – **Agreed**

2.2 Approve the development of an Action Plan involving all partners – **Agreed**

2.3 Approve the following recommendations to be made to the East Lothian Partnership:

- That the East Lothian Partnership approve the draft Volunteering Strategy – **Agreed**
- That all partners commit to deliver the Volunteering Vision contained in the Strategy through the development of an Action Plan – **Agreed**
- That a workshop session is held by the Partnership to facilitate the contribution of all partners to the Action Plan – **Agreed**

Action

- Look at the development of a workshop session to facilitate the contribution of all partners to the Action Plan – LM / CG
- Develop a group to work on formulating an Action Plan to deliver the Volunteering Strategy – LM

6a. OUTCOME 7 – EAST LOTHIAN FIRE & RESCUE SERVICE LOCAL PLAN PERFORMANCE REPORT 1ST APRIL – 30TH JUNE

Dean Mack spoke to the report

Notes /Action

Notes

- The Fire & Rescue Service Performance Report was noted
- Special service calls are likely to increase as Fire Service becomes more involved in responding alongside ambulance service – a positive development
- Very positive partnership working in relation to prevention activity noted, including improved targeting, awareness training with frontline staff, talks to groups, etc
- AP advised Service Transformation Programme will include looking at fire risk / hospital discharge

Action

- None

6b. OUTCOME 7 – EAST LOTHIAN POLICE PERFORMANCE REPORT 1ST APRIL – 30TH JUNE

Matt Paden spoke to the report

Notes /Action

Notes

- The Police Performance Report was noted
- A six-month review is being carried out of the new police operating model that was

introduced in March 2015

Action

- Chief Inspector Gill Imery will explore what information can be provided by Police Scotland on call handling and response times, but this may have to be at J Division level rather than for East Lothian – GI
- Investigate whether further information on complaints such as type of complaints could be provided in report (would need to be provided by the Scottish Police Authority) – GI
- Consider whether Police can provide information on the number of people caught speeding in East Lothian – GI
- Police Scotland to consider whether the 30% target for domestic housebreaking detection rate should be increased since the actual figure has been consistently above 50% - GI

4. ESTABLISHMENT OF NEW POLICE, FIRE AND COMMUNITY SAFETY COMMITTEE

Paolo Vestri spoke to the report

Decision on the Recommendations/Action

Partnership members were asked to:

- 2.1 Note the content of the report – **Agreed**
- 2.2 Consider how its role and remit may evolve to reflect this change to scrutiny arrangements – **Agreed**

Action

- The Safe & Vibrant Communities Partnership will receive the minutes of the new Council Police, Fire & Rescue and Community Safety Scrutiny Committee and the quarterly performance reports from Police Scotland and the Scottish Fire & Rescue Service

6c. OUTCOME 7 – SCOTTISH FIRE & RESCUE SERVICE, OUT OF HOSPITAL CARDIAC ARREST TRIAL

Dean Mack spoke to the report

Notes/Action

Action

- Scottish Fire and Rescue Service will report on the activities and outcome of the trial to a future meeting of the Partnership - DM
- Dean Mack will circulate information about the Scottish Fire & Rescue Service event on 16th October to launch the Out of Hospital Cardiac Arrest Trial - DM

6d. OUTCOME 7 – ROAD SAFETY WORKING GROUP MINUTES, 26 MAY 2015

Alan Stubbs spoke to the report

Decision on the Recommendations/Action

Partnership members were asked to:

Action

- Road Safety Working Group to prepare a Road Safety Action Plan to be considered at the next meeting of the S&VCP - AS

7a. OUTCOME 8 – EAST LoTHIAN HAS HIGH QUALITY NATURAL ENVIRONMENTS

Stuart McPherson to the report

Decision on the Recommendations/Action

Partnership members were asked to:

2.1 Note the work carried out to maintain and enhance the natural environment – **Agreed**

Action

- Complete work to identify more relevant indicators for the Healthy, Connected Natural Environment and present those to the S&VCP meeting in February 2016

9. AOB

Monica Patterson reminded the Partnership that she was appointed as an interim Chair of the Partnership and suggested that with the changing remit of the Partnership it is a suitable time to consider appointing a new Chairperson. Members were asked to consider nominations for the position of Chairperson.

NEXT MEETING: Monday 23 November 2015, 2-4pm, Saltire Rooms, Haddington