



## MINUTES OF THE MEETING OF THE CABINET

TUESDAY 12 JANUARY 2016  
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON

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**Committee Members Present:**

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

**Other Councillors Present:**

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

**Council Officials Present:**

Mrs A Leitch, Chief Executive  
Ms M Patterson, Depute Chief Executive – Partnerships and Community Services  
Mr A McCrorie, Depute Chief Executive – Resources and People Services  
Mr 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 R Montgomery, Head of Infrastructure  
Mr D Proudfoot, Head of Development  
Mrs M Ferguson, Service Manager – Legal and Procurement  
Mr P Vestri, Service Manager – Corporate Policy and Improvement  
Mr J Cunningham, Service Manager – Benefits  
Mr A Stubbs, Service Manager – Roads  
Ms P Bristow, Communications Officer  
Mr W Laird, Senior Roads Officer

**Clerk:**

Ms A Smith

**Apologies:**

Councillor M Veitch

**Declarations of Interest:**

None

**1. MINUTES FOR APPROVAL – CABINET 8 DECEMBER 2015**

The minutes of the meeting of the Cabinet of 8 December 2015 were approved.

**2. WELFARE REFORM UPDATE**

A report was submitted by the Depute Chief Executive (Resources and People Services) providing an update on the Benefits and Financial Assessments Service's involvement in responding to changes introduced as a consequence of the Welfare Reform Act (2012) and informing Members of how the Service planned to respond to further expected welfare changes.

John Cunningham, Benefits Service Manager, presented the report in detail. The Welfare Reform Task Group had produced a series of action plans which provided a framework for Council services to deliver a concerted response; the action plan was attached as Appendix 1. The Reference Group and Liaison Group both supported the Task Group's strategy and facilitated communication internally and externally. He highlighted the key points in relation to the Council Tax Reduction Scheme, Scottish Welfare Fund, Housing Benefit Changes and Under Occupancy, Discretionary Housing Payments and Universal Credit. He also gave details of the Wider Welfare Reforms and the Smith Commission Recommendations. He stated that the next 3/5 years would see the bulk of the changes under Universal Credit.

Mr Cunningham responded to questions from Councillor Goodfellow, clarifying the number of Universal Credit claims to date and providing an approximate final figure. He also gave further details in relation to the DHP budget.

Councillor Akhtar requested further information on the digital service. Mr Cunningham advised that a meeting was scheduled with Job Centre Plus later this week. The Council was amongst the first local authorities to take part in this roll-out. An increase in the number of cases was expected as a result. An Operational Delivery Group had been set up to manage the various aspects of the digital service roll-out.

Councillor Berry raised several questions. Mr Cunningham clarified that the action plan had been compiled by the Task Group, the timescale referred to reports from the Lead Officers to the Task Group. In relation to the anticipated reduction to the Housing Benefit caseload, he outlined how the process would unfold over the next few years. With regard to additional resources, Mr Cunningham advised that his team were used to working with the DWP and were diligent in their approach. It had probably been advantageous to have started with a small volume. He stated that supporting each one of these new cases would be challenging.

Responding to Councillor Hampshire's query about publicising the changes, Mr Cunningham advised that this was a DWP initiative so he could not speak for their publicity however the Council had a number of planned actions as detailed in the action plan. An information event was planned on 10 February at Brunton Hall for all stakeholders, Members were welcome to attend. A leaflet providing some information about the changes would be issued with annual benefit notices.

Mr Cunningham responded to questions from Councillor Currie. With regard to excluding those claimants aged 18 to 21 from claiming certain costs he advised that this proposal had still to go through the UK Parliament however nothing was certain until the Welfare Bill had

been enacted. In relation to groups most likely to be affected, he advised that due to how Universal Credit was evolving it was difficult to give an accurate prediction.

Councillor Currie remarked that there was nothing positive in these welfare reforms which were driven by budget issues. He raised several concerns, including the impact on the most vulnerable, the disabled and young people. He stressed the importance of alerting people to the potential impact. He made reference to the Smith Commission recommendations. This issue was a huge challenge for the Scottish Government and all local authorities.

Councillor Berry stated that this was an immensely important report. The people mainly affected were the most vulnerable in the community. The issues were extremely complex. He was supportive of the report and the approach taken; regular updates were needed.

Councillor McMillan remarked that a briefing on welfare reform and the emerging points in the Scotland Bill would be helpful. The Convener asked Cabinet Members if they supported this request; Members agreed this would be beneficial.

The Convener stated this was an excellent report which set out the challenges ahead. This Council would do everything possible to assist those people in need in the county and would work with the Scottish Government regarding additional support mechanisms. On behalf of all Members he gave thanks to Mr Cunningham and all his staff.

## **Decision**

The Cabinet agreed to:

- i continue to promote awareness and understanding of the impact of the welfare reform changes on East Lothian communities;
- ii 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; and
- iii 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. VARIOUS ROADS – EAST LOTHIAN – INTRODUCTION AND AMENDMENT TO TRAFFIC REGULATION ORDERS 2015**

A report was submitted by the Depute Chief Executive (Partnerships and Community Services) seeking approval to start the statutory procedure necessary to introduce and amend various Traffic Regulation Orders (TROs) to prohibit waiting, loading and unloading, introduce 30mph and 40mph speed limits and to ban and permit various types of vehicular traffic.

Alan Stubbs, Roads Service Manager, presented the report. He drew Members' attention to Appendix A which detailed the location and description of the relevant TROs along with accompanying maps.

Mr Stubbs responded to questions from Councillor Berry about the electric vehicle charging points. He confirmed that the Council had legal powers to address misuse of these points. He was aware there had been some difficulties regarding the connections; this was a matter for the utility companies to address.

Councillor Goodfellow also posed questions about these charging points. In relation to misuse at the Bleachingfield Car Park points, Mr Stubbs clarified that no complaints had been received regarding this location but he would take this on board. With regard to usage, he advised it was too soon to gather reasonable data on usage but there were plans in the future for data analysis.

In response to Councillor McMillan, who had queried why Police Scotland may not endorse these proposals, Mr Stubbs advised that the terminology used in the report was based on specific wording from Police Scotland and used in previous reports. There were various reasons why they may not support the proposals but consultation would be carried out as usual.

Responding to Councillor Grant's questions, Mr Stubbs clarified that the Tranent to Ormiston footway/cycleway would be carried out in 4 phases; there was not a timescale for the work at present. He confirmed that external funding had been provided from Sustran.

Councillor Currie welcomed the report. Referring to the 4 hour limit at electric vehicle charging points he stressed the need to ensure that these points were not misused; analysis of their use would be beneficial.

Councillor Hampshire referred to the introduction of the 20mph speed limit in the Hallhill area of Dunbar, stating that there was support locally now to extend this throughout the town. He added that as a result of slower traffic speeds more people were now cycling.

Councillor McMillan stated that the issue of indiscriminate parking around schools was constantly raised at school meetings. He stressed the importance of people reporting incidents when they occurred.

Councillor Berry referred to the re-routing of Haddington Road in North Berwick and hoped that the original road would be utilised constructively. He welcomed the new cyclepath at the A198 west of the town.

Councillor Grant welcomed the Tranent to Ormiston footway/cycleway. Sustran's partnership with the Council was important; more partnership funding would be welcomed.

## **Decision**

The Cabinet agreed to 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 in force in respect of locations and proposals listed in Appendix A to the report.

## **4. SCHOOL STREETS – TRAFFIC PROHIBITION TRAFFIC REGULATION ORDERS – AN ASSESSMENT POLICY**

A report was submitted by the Depute Chief Executive (Partnerships and Community Services) presenting an Assessment Policy for approval for the introduction of School Streets, Traffic Prohibition Traffic Regulation Orders (TROs) and a review of other suitable school locations.

Mr Stubbs presented the report, drawing Members' attention to the issues in relation to road safety concerns outside schools. He outlined the purpose of the Assessment Policy, attached at Appendix 1, and the aim of a School Streets TRO. He detailed the key selection criteria that would be used to rank schools for treatment. He advised that during

development of the Assessment Policy an initial review had been carried out of all schools and a potential group of appropriate locations identified, as detailed at Appendix 2.

Councillor Currie noted that Musselburgh Grammar School was not mentioned in Appendix 2. He stated that road safety concerns on Inveresk Road were brought forward at every Parent Council meeting; it was vital that this was addressed. He outlined the issues. Councillor McAllister echoed these concerns. Mr Stubbs advised that over the past 18 months there had been various meetings on site with Roads Officers and Members regarding road safety at this location. He agreed to meet with the Parent Council to discuss road safety concerns. Regarding a pedestrian crossing, Mr Stubbs advised that an observation exercise on site had been completed to determine where and how people crossed, particularly school children. It had been established that most people crossed at an angle and installing a crossing point may not be the way forward as it may not be used; however, this would be looked at again.

In response to questions from Councillor Hampshire, Mr Stubbs confirmed that the proposals included flashing lights to be operational during the traffic period. The issue of through roads had been considered in the initial assessment; to introduce this type of TRO on a through road would be challenging and most would not be suitable.

Responding to Councillor McMillan's query about publicising this new policy, Mr Stubbs indicated there were various different mechanisms including Parent Councils, Schools, Area Partnerships, website, social media and Road Safety Working Groups.

Councillor Berry questioned the delivery outcomes and Park and Stride options for schools in his constituency, stating that it was not necessarily the street outside the school but the street the children had to cross to get to the school that could be the issue. Mr Stubbs advised that the street directly outside the school gate was the initial focus. Improvements and/or TROs on a main through road were a challenge, as indicated; measures would vary depending on the school. In relation to car travel percentages, he would clarify and report back to Members.

In response to Councillor Goodfellow's questions about accident history figures, Mr Stubbs clarified that the figures related to both pedestrians and vehicles.

Several Members put forward alternative Park and Stride options to those detailed in Appendix 2. Mr Stubbs reiterated that this was just the initial review; alternative options would be considered. The Convener stated that if any Member had information regarding Park and Stride options they should contact Mr Stubbs directly, outwith this meeting.

Councillor Hampshire welcomed the report. The Council was the first local authority in Scotland to introduce this innovative scheme. Road safety around schools was an issue raised at every councillor's surgery; this would be welcomed by all communities and School Boards. Any improvements to road safety for children were beneficial.

Councillor Currie agreed, this was a positive step. Referring to the Park and Stride options outlined in Appendix 2, he remarked that some Sports Centre car parks identified were actually being used as long stay car parks; this may be an issue.

Councillor Akhtar stated that it was very helpful to have this Assessment Policy, which would also be welcomed by all Parent Councils. She noted that East Lothian led the way nationally in relation to sustainable travel to/from school.

Several other Members welcomed the report and the innovative approach.

The Convener stated that this report had come forward as a result of a successful initiative and sought, where possible, to deliver a solution to indiscriminate parking around schools. He thanked officers for all their work. He added that it may be helpful for School Boards and Parent Councils to be issued with a copy of Appendix 1, the Assessment Policy.

**Decision**

The Cabinet agreed:

- i. to approve the East Lothian Council “School Streets – Traffic Prohibition TROs” – An Assessment Policy as shown in Appendix 1 to the report when reviewing and assessing future “School Streets” requests in East Lothian; and
- ii. to note the proposed suitable school locations resulting from the review as shown in Appendix 2 to the report.

**5. MINUTES FOR NOTING**

The approved minutes of the Resilient People Partnership held on 16 September 2015 and the Safe and Vibrant Communities Partnership held on 28 September 2015 were noted.

DRAFT

Signed .....

Councillor Willie Innes  
Council Leader and Convener of the Cabinet

**REPORT TO:** Cabinet

**MEETING DATE:** 8 March 2016

**BY:** Depute Chief Executive (Resources and People Services)

**SUBJECT:** Summary of Contracts Awarded by East Lothian Council,  
1 September 2015 – 24 February 2016

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**2**

**1 PURPOSE**

- 1.1 To advise Members of all contracts awarded by the Council from 1 September to 24 February 2016 with a value of over £150,000.

**2 RECOMMENDATIONS**

- 2.1 To note the award of contracts with a value of over £150,000 from 1 September to 24 February 2016, as listed in Appendix 1 to this report.

**3 BACKGROUND**

- 3.1 Details of all contracts awarded by the Council are lodged in the Members' Library Service. Appendix 1 to this report contains details of all contracts with a value of £150,000 and above which have been awarded since the last meeting of the Cabinet.
- 3.2 Members are asked to note that reports relating to contracts can be accessed via the following link to the Members' Library Service on the Council's eGov system:

[http://www.eastlothian.gov.uk/site/scripts/meetings\\_committees.php?headerID=102](http://www.eastlothian.gov.uk/site/scripts/meetings_committees.php?headerID=102)

**4 POLICY IMPLICATIONS**

- 4.1 None

## **5 EQUALITIES IMPACT ASSESSMENT**

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

## **6 RESOURCE IMPLICATIONS**

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

## **7 BACKGROUND PAPERS**

- 7.1 None

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<b>DATE</b>	24 February 2016





**SUMMARY OF CONTRACTS AWARDED WITH A VALUE OF £150,000 AND ABOVE  
FOR THE PERIOD 1 SEPTEMBER TO 24 FEBRUARY 2016**

<b>Originator</b>	<b>Report Title/Project Summary</b>	<b>Contract Awarded To</b>	<b>Contract Value</b>	<b>Members' Library Reference</b>
Depute Chief Executive (Partnerships and Community Services)	Proposed Mechanical and Electrical Services Works and Building Alterations to Provide New Office Accommodation at Penston House, Macmerry	Messrs William Coates Ltd	£499,846.22	04/16 (Jan 16 Bulletin)

24 February 2016



**REPORT TO:** Cabinet  
**MEETING DATE:** 8 March 2016  
**BY:** Depute Chief Executive (Resources & People Services)  
**SUBJECT:** Financial Review 2015/16 Quarter 3

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**1 PURPOSE**

- 1.1 To record the financial position at the end of the 3rd quarter (period to 31 December) of the financial year 2015/16.

**2 RECOMMENDATIONS**

- 2.1 Members are recommended to note the financial performance of services at the end of December 2015.

**3 BACKGROUND**

**Budget Summary**

- 3.1 At its meeting of 10 February 2015, the Council approved a budget for the 2015/16 year and an outline budget for two subsequent years.
- 3.2 The 2015/16 General Services budget can be summarised as follows;
- Scottish Government general revenue grant of £173.030 million.
  - Planned general services revenue expenditure of £200.062 million.
  - The utilisation of £350K from General Reserves to support Area Partnerships, and a transfer from the Housing Revenue Account of just under £1million.
  - The requirement to deliver £1.8M of recurring efficiencies across Business Groups.

## **Budget Adjustments**

- 3.3 The Quarter 3 position reflects a number of service budget movements relating to ongoing service review activity, as well as the additional budget adjustments which were approved within the Quarter 2 report.
- 3.4 In addition, at its meeting on 25 August 2015, the Council agreed to allocate a sum of £150K from general reserves to support the establishment of a Project Team to develop proposals in relation to the former Cockenzie Power Station site. This adjustment has been applied to this year's revised budget.
- 3.5 A change to the operational management structures within the Health and Social Care Directorate has now been implemented from 1 October, and budgets have been amended to reflect this change.

## **General Services Summary for Quarter Three – 2015/16**

- 3.6 At the end of December 2015, the overall Council position reflects an unadjusted underspend against planned budget of just over £3.7M or 1.9%. A summary of the financial position across each of the business groups at the end of December 2015 is detailed at **Appendix A**, and an explanation of some of the key financial variances is set out in the sections below.
- 3.7 We have continued to provide an overall financial risk assessment assigned to each of the service areas based on a review of current expenditure and known financial pressures, as set out in **Appendix B**. Service areas relating to Adult Wellbeing and Children's Wellbeing are now both categorised as High Risk, and as such Heads of Service have been asked to prepare budget recovery plans in order to exercise additional financial control. In addition, we have continued to categorise both the Primary client budget and Secondary schools budgets as medium risk. All service areas categorised as Medium or High will be closely monitored over the remainder of the year, and we will work with management to implement any necessary corrective action to ensure expenditure is contained within budget.
- 3.8 In addition, we have continued to provide an assessment of the progress in implementing the efficiency measures/savings/increased income required for the 2015/16 financial year, and based on our assessment all Business Groups are currently on target to achieve their required level of efficiencies planned for this financial year.
- 3.9 Overall the underspend position has remained broadly in line with the Quarter 2 position, with a slight reduction in the reported variance of £170K. The main headlines within the report are set out below, with more details provided at a Directorate level within the subsequent sections of the report.
- Around £2.1M of the current underspend position relates to the continuation of the staff savings.

- The **Resources and People Directorate** is reporting an underspend against planned budget of £1.467M (2.1% of overall budget), and an increased movement of £880K from the previously reported Q2 position of £587K underspend.
  - The **Health and Social Care Partnership Directorate** now includes Children's Wellbeing service, and overall is reporting an overspend against budget of £783K.
  - The **Partnership and Services for Communities Directorate** is reporting an underspend of £2.580M, which remains broadly in line with the position reported at Quarter 2.
- 3.10 A summary of the current position across each of the main service directorates are set out in more detail within the paragraphs below.
- 3.11 At the end of December 2015, **Resources and People Services** were reporting an overall underspend of £1.467M, In relation to Council Resources, most of the service areas are performing in line with expectations, with the majority of savings reflected through a combination of staff vacancies, reduction in supplies and services, and additional income generated through a number of areas including selling of obsolete IT equipment and increased licence fee income.
- 3.12 The Education Group covering: Pre-school, ASL, Primary, Secondary and School Support budgets, is at the end of December reporting an underspend against budget of £1.128M, with further detail set out below:
- Pre-school Education budgets are reporting an underspend against planned budget of £433K (7.5% of budget). Most of this relates to a the continued development and review of different models of service provision, designed to support families with the greatest needs, and the wider delivery of the Children and Young People's Act requirements relating to increased nursery provision for 3 and 4 year olds, as well as Priority 2 children. It is expected that this budget will continue to deliver an underspend in 2015/16 in line with the Q3 reported position, with the expectation that these detailed plans will be implemented during 2016/17.
  - The ASL budget continues to report an underspend against budget of £274K, most of which is due to a combination of savings relating to staff vacancies, and reduction in the cost of supplies and procurement of services, as well as a lower number of children placed in independent specialist schools. However, these savings are partly offset by continuing financial pressures relating to transportation costs associated with children who have additional support needs and requirements, and we are working closely with the Service Manager to ensure that the overall costs remain within budget.
  - The Primary and Secondary Group budgets include both internal management or 'client' budgets as well as individual Devolved

School Management budgets. A number of pressures remain within the Primary 'client' budget relating to: higher than anticipated class numbers; increased non-domestic rates charges, and the delayed implementation of Janitorial review; however, some of the pressure has now been mitigated from savings relating to the delivery of school meals within Primary schools. Most of the Primary schools are currently operating within their respective DSM budgets, with the expectation that any overspend within respective schools can be managed within any previous year carry forward capability.

- With respect to the Secondary schools group: two of the six Secondary schools are currently reporting a small deficit position to the end of December, with the expectation that 3 of the schools will deliver an in year deficit. However, taking into consideration any previous year carry-forward, only one secondary school (Musselburgh Grammar) is at risk of being in deficit at the year end and this is largely as a result of challenges posed by the falling school roll in recent years. We are continuing to work closely with the new Head Teacher of Musselburgh Grammar and Education Management to identify ways to bring any anticipated overspends within budget.

- 3.13 The third quarter of 2015/16 is reporting an overspend across the **Health & Social Care Partnership** budgets of £783K (1.9%). With respect to Adult Wellbeing, the service is reporting a significant movement from the previous reported underspend of £451K at Q2 to a budgeted overspend of £652K (2.0%) at the end of December. This movement relates to a combination of factors, including clearance of a backlog of outstanding liabilities, increased costs of care packages and additional costs associated with those transitioning from Children's to Adult Services. These pressures are in part being offset by some staff savings, and increased income from self funders.
- 3.14 With respect to Children's Services, the service is now reporting an increased overspend to the end of December of £131K. Most of this increase is due to additional costs relating to children who have been placed within secure care, with the high expectation that this overspend will increase further due to further placing of children from January 2016. Again, similar to Adult Wellbeing, the full extent of these pressures is in part offset by staff savings and increased income from sale of adoption and fostering income.
- 3.15 Given the extent to the overspends reported for both Adults and Children's service areas, as well as further pressures which have been identified, both service areas have been identified with a 'High' risk rating, and as such the Director of Health and Social Care and respective Heads of Service have been asked to prepare a budget recovery plan, in an attempt to exercise additional financial control. We are continuing to work closely with Management within both Adult and Children's Service areas, in order to mitigate the extent of the current overspend position.

Nevertheless, there remain significant financial and demographic pressures within both service areas, and it remains highly unlikely that within both areas expenditure will be able to be contained within approved budget levels within 2015/16.

3.16 Most of the **Partnerships & Services for Communities** budgets are performing well within budget with the expectation that this will continue to the end of March 2016. Overall the directorate is reporting an underspend relative to budget of just over £1.9M to the end of December 2015, (excluding the Housing Revenue Account) – details of which are set out in more detail below.

- Around £1.2M relates to savings made on staffing budgets, a large proportion of these reflecting vacancies within the following areas; Property Maintenance and Asset Planning & Engineering services both of which areas have on-going service reviews; and Landscape and Countryside Management and Roads and Transportation services where a number of posts have recently been advertised.
- We have continued to receive much higher than anticipated income relating to Building and Planning fees of £485K and £109K respectively, largely due to recent changes in Building Standards legislation, as well as increase number of applications reflecting continued growth and development across the East Lothian Council area.
- The Community Housing (Non HRA) Budget is reporting an underspend of £333K. Over half of this relates to lower than anticipated uptake of grants relating to disabled adaptations within private sector houses. In addition, whilst the Homelessness budget is continuing to face additional costs associated with an increased number of individuals requiring temporary accommodation, these costs are more than offset by additional rental income received from these temporary tenancies.
- Customer Services are reporting an overspend against planned budget of £49K most of which is relating to increased system and maintenance costs relating to Libraries Management system and Customer Services. Some of this additional cost is in part being offset by staff savings, and we will continue to work closely with the Service Manager and Head of Service to align expenditure within the approved budget as closely as possible.
- Most of the reported underspend within Landscape and Countryside Management relates to staff savings, however a large proportion of previous vacant posts have now been filled, and whilst we still expect the service to deliver an underspend within 2015/16, the recurring impact of this saving will be minimised as new staff take up their new roles.

- The reported underspend position relating to Facilities Management has reduced from the previously reported Q2 position to an £18K underspend. Most of this movement is due to a reduction in the contract charge to Education relating to the delivery of Primary school meals, offset by increased costs of £56K relating to the with the impact of the additional 0.5% pay award and associated impact on the National Living Wage. Despite the movement from Q2, it is expected that the service will deliver a surplus against planned budget by the end of March 2016.
- The Roads, Transportation and Waste Services are reporting an underspend as at December 2015 of £80K, with the expectation that the service will continue to deliver within budget for this financial year.

3.17 Most of the **Corporate Income** budget lines are performing within approved budget levels, with the expectation that this will continue through to the end of March 2016. The gross Council tax income is £228K higher than budgeted, reflecting an increase in the Council Tax base due to higher than expected additional houses. Furthermore, we are expecting additional savings relative to planned levels of debt charges in 2015/16 following a review of the Council's loans fund. It is anticipated that this could equate to a saving in 2015/16 of around £1M.

3.18 Overall it is now expected that most service areas, with the notable exception of Adult and Children's Wellbeing, will deliver within approved budget levels, with the expectation that this may generate a year end underspend of approximately £3M. However, it is important to note that whilst the year end remains only a few months away, there remains a number of factors which could impact on the scale of any underspend including:

- Winter/Severe Weather – the last few months of the financial year covers the period where the risk of adverse weather is highest – this could put significant strain upon both road/flood management measures.
- Demographic Demand – East Lothian's population continues to grow across all client groupings, and as such Adult and Children's service areas remain vulnerable to increased spending between now and the year end.

3.19 We will continue to work closely with all Council Managers and Officers across all service areas to ensure that expenditure is contained within budgets.

### **Housing Revenue Account**

3.20 As at the end of December 2015, the Housing Revenue Account reported an underspend against budget of £647K (7.3%), with details of the main variances set out below.



- There remains staffing underspends of £227K, although a staffing review is currently in the process of being developed and this position is therefore subject to change once the review is complete and implemented;
  - Operationally, the service continues to deliver an underspend on expenditure budgets. Expenditure relating to responsive repair and maintenance costs remains lower than planned budget, largely due to increased procurement efficiencies in delivering the repairs and maintenance service. Further savings have also been identified in relation to reduced transportation costs, reduced costs associated with the procurement of wider supplies and services, and reduced expenditure in relation to downsizing grants largely due to reduced turnover of properties in year.
- 3.21 Furthermore, and similar to the General Services, it is expected that the HRA will generate a further saving of around £280K in relation to debt charges as a result of a loans fund review, and this will be reflected within the year end position. We will continue to closely monitor the Housing Revenue Account during the remainder of the year but our expectation remains that operationally the HRA will continue to deliver a surplus at the end of this financial year.
- 3.22 Details of the Housing Revenue Account capital budgets are included at **Appendix C**. The total capital budget approved for the HRA was £24.45M, with actual spend to December 2015 £12.627M (50%). The Modernisation programme has expenditure of £6.72M million or 66% of its overall programme. Many of the contracts are well under way, whilst we there may be some movement in expenditure across the individual budget areas, we continue to expect that overall the Modernisation Programme will deliver broadly within budget for this financial year.
- 3.23 The reported Affordable Housing Programme continues to reflect relatively low levels of expenditure of just under £5.8M (42%). As stated in the Q2 report, this year's programme places significant reliance upon delivery of units at both Pinkie and Hallhill, both of which have experienced delays largely outwith the Council's control. A further 6 additional properties have been purchased through open market acquisition to support the demand for 1-bedroom properties, with the expectation that these purchases will be completed within this financial year. Current expectations suggest the rate of spend will recover to some extent but that overall expenditure on the new affordable housing programme will slip by around £3 million. It is, however, expected that the programme will still receive housing grant subsidy from the Scottish Government in line with budgeted levels. In addition the Council has received additional income of £960K from Right to Buy sales, where legislation is due to end during 2016/17. We will continue to work closely with wider RSL partners to ensure the delivery of the wider affordable housing programme across East Lothian and where possible maximise the potential subsidy for East Lothian, and the delivery of affordable housing tenures.

- 3.24 Mortgage-to-Rent applications are less than anticipated with only one application to date, and it is therefore unlikely that the full budget allocation will be spent within this financial year.
- 3.25 A Housing Revenue Account Programme Board has now been established, which includes officers from across a wide range of service areas, and will consider HRA operational expenditure and the wider delivery of the Housing Capital Programme.

### General Services Capital Budgets

- 3.26 The gross capital expenditure to the end of December was £20.435M against the approved annual Capital budget of £29.528M (69.2%) excluding year end fee adjustments.
- 3.27 Most projects are progressing broadly in line with expectations with details provided in **Appendix D**. Our current estimates suggest that by March 2016, there is likely to be an under spend relative to planned budget of £2.8M with the majority of this spend being slippage and therefore carried forward to 2016/17. However there are also a number of projects with projected overspends that are off-set by under spends in other capital projects.
- 3.28 The main estimated projected variances are:-

Project	Overspend / (under spend) £'000	Detail
Windygoul Primary	555	Project profile change - costs brought forward from 16/17 financial year
Secondary School Communications Provision	130	Additional costs - wet rot, roof repairs and asbestos, and contractor extension of time claim which is still to be assessed and agreed
Replacement vehicles	(370)	Reduction in estimated vehicle purchases this year
Mid – Road Industrial Estate	368	Loss of anticipated grant
Parking Improvements	(271)	Delay in project
Amenity Service - machinery	(98)	Spend less than planned, budget reduced for future years
Community Intervention	(200)	No anticipated spend this year

3.29 The Corporate Investment and Asset Management Group (CIAMG) is currently reviewing the capital monitoring and capital budget setting processes to improve the alignment of the phasing of future capital budgets with the anticipated actual spend, and we will continue to monitor the programme closely.

#### **4 POLICY IMPLICATIONS**

4.1 There is no direct policy implications associated with this report although ongoing monitoring and reporting of the Council's financial performance is a key part of the approved Financial Strategy.

#### **5 EQUALITIES IMPACT ASSESSMENT**

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

#### **6 RESOURCE IMPLICATIONS**

6.1 Financial – as described above

6.2 Personnel - none

6.3 Other – none

#### **7 BACKGROUND PAPERS**

7.1 Council 10 February 2015 – Item 1 – Council Financial Strategy 2015-18

7.2 Council 10 February 2015 – Item 5a - Administration Budget Proposals

7.3 Council 25 August 2015 – Item 6 – 2014/15 Financial Review

7.4 Cabinet 8 September 2015 – Item 3 – Financial Review 2015/16 Quarter 1

7.5 Cabinet 8 December 2015 – Item 2 – Financial Review 2015/16 – Quarter 2

<b>AUTHOR'S NAME</b>	Jim Lamond
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<b>DATE</b>	8 March 2016



Appendix A

REVENUE BUDGET PERFORMANCE at 31 DECEMBER 2015

	<u>Budget</u> <u>for the</u> <u>year</u> <u>£000</u>	<u>Actual to</u> <u>31/12/15</u> <u>£000</u>	<u>Budget</u> <u>for the</u> <u>period</u> <u>£000</u>	<u>(Surplus)</u> <u>/ Deficit</u> <u>for period</u> <u>£000</u>	<u>(Surplus) /</u> <u>Deficit</u> <u>%</u>	<u>Financial Risk</u> <u>Assessment</u>	<u>Progress with</u> <u>efficiency savings</u>
<b>Resources &amp; People Services</b>							
Pre-school Education & Childcare	6,400	5,311	5,744	-433	-7.5%	Low	
Additional Support for Learning	7,840	6,282	6,556	-274	-4.2%	Low	
Schools - Primary	32,642	23,626	23,737	-111	-0.5%	Medium	
Schools - Secondary	36,627	26,001	26,230	-229	-0.9%	Medium	
Schools Support Services	2,680	2,016	2,097	-81	-3.9%	Low	
Financial Services	1,424	737	837	-100	-11.9%	Low	
Revenues & Benefits	1,577	830	874	-44	-5.0%	Low	
Human Resources & Payroll	1,280	886	969	-83	-8.6%	Low	
IT Services	1,731	1,442	1,460	-18	-1.2%	Low	
Legal & Procurement	612	531	553	-22	-4.0%	Low	
Licensing, Admin and Democratic Services	1,914	1,201	1,273	-72	-5.7%	Low	
	<b>94,727</b>	<b>68,863</b>	<b>70,330</b>	<b>-1,467</b>	<b>-2.1%</b>		
<b>Health &amp; Social Care Partnership</b>							
Children's Wellbeing	12,664	9,335	9,204	131	1.4%	High	
Adult Wellbeing	45,873	33,772	33,120	652	2.0%	High	
	<b>58,537</b>	<b>43,107</b>	<b>42,324</b>	<b>783</b>	<b>1.9%</b>		
<b>Partnerships &amp; Services for Communities</b>							
Community Housing	1,991	1,339	1,671	-332	-19.9%	Low	
Housing Revenue Account (HRA)	0	-9,490	-8,843	-647	-7.3%	Low	
Customer Services, Libraries & Safer Communities	3,736	3,354	3,304	50	1.5%	Low	
Community Partnerships	3,392	1,630	1,641	-11	-0.7%	Low	
Arts, Museums & Music	1,183	775	773	2	0.3%	Low	
Community Development	2,673	1,961	1,976	-15	-0.8%	Low	
Corporate Policy & Improvement	1,347	976	1,070	-94	-8.8%	Low	
Planning & Environmental Services	2,452	2,619	2,961	-342	-11.6%	Low	
Asset Planning & Engineering	2,418	1,915	2,678	-763	-28.5%	Low	
Economic Development & Strategic Services	3,429	2,227	2,282	-55	-2.4%	Low	
Facility Support Services	3,353	1,467	1,485	-18	-1.2%	Low	
Landscape & Countryside Management	5,012	3,837	4,059	-222	-5.5%	Low	
Healthy Living	3,959	2,548	2,540	8	0.3%	Low	
Property Maintenance	-565	-203	-142	-61	-43.0%	Low	
Roads, Transportation & Waste Services	13,132	7,836	7,916	-80	-1.0%	Low	
	<b>47,512</b>	<b>22,791</b>	<b>25,371</b>	<b>-2,580</b>	<b>-10.2%</b>		
<b>Total All Departments</b>	<b>200,776</b>	<b>134,761</b>	<b>138,025</b>	<b>-3,264</b>	<b>-2.4%</b>	<b>-2.7%</b>	
<b>Corporate Management</b>							
Revenue Support Grant (inc. NNDR)	-173,696	-112,922	-112,922	0	0.0%		
Council Tax	-47,980	-48,812	-48,562	-250	0.5%		
Debt Charges/Asset Management / Other	21,726	10,516	10,725	-209	-1.9%		
Joint Board Requisitions	669	502	502	0	0.0%		
HRA Transfer	-995	0	0	0	0.0%		
Transfer to Reserves	-500	0	0	0	0.0%		
	<b>-200,776</b>	<b>-150,716</b>	<b>-150,257</b>	<b>-459</b>	<b>0.0%</b>		
<b>Total All Council</b>	<b>0</b>	<b>-15,955</b>	<b>-12,232</b>	<b>-3,723</b>			

Appendix B

Financial Risk	Factors	Implications
<b>High</b>	<ul style="list-style-type: none"> <li>- The Business Group has been assessed as likely to overspend in the financial year</li> <li>- There has been a history of overspending within Units / Groups</li> <li>- There are new or revised funding arrangement and / or legislature changes with financial significance</li> <li>- Trading Accounts are in deficit for the year.</li> <li>-Grant schemes, on which the Council is reliant are either unconfirmed or have not been confirmed</li> <li>-The service is demand led and the Council has restricted control over the level and form of service</li> <li>- New Services are planned</li> </ul>	<ul style="list-style-type: none"> <li>-Cabinet &amp; Members Library reports with financial implications are not passed under delegated powers</li> <li>-Directors / Heads of Service will be asked to prepare a financial recovery plan</li> <li>-The Head of Council Resources may take enforcement action to ensure budgetary control</li> </ul>
<b>Medium</b>	<ul style="list-style-type: none"> <li>- There is significant potential that Business Group could overspend in the financial year</li> <li>- There have been previous incidences of some overspending within Units / Groups</li> <li>- There are new or revised funding arrangement and / or legislature changes with financial significance</li> <li>- Trading Accounts are having difficulty meeting financial targets</li> <li>-Grant schemes, on which the Council is reliant are either unconfirmed or have not been confirmed</li> </ul>	<ul style="list-style-type: none"> <li>-Members library reports are only passed when financial implications are addressed</li> <li>-Directors / Heads of Service will be asked to identify actions necessary to ensure expenditure is within budget by the year-end.</li> </ul>
<b>Low</b>	<ul style="list-style-type: none"> <li>-Finances are generally under control for the current financial year</li> <li>-Stable legislature, trading and funding environment</li> <li>-The service is supply led - i.e. the Council can decide the level and form of service</li> <li>-Finances in previous financial years have been controlled</li> <li>-Grant schemes are stable and not anticipated to change significantly</li> </ul>	<ul style="list-style-type: none"> <li>-Members library reports are approved promptly under delegated powers</li> </ul>

## Appendix C

### HOUSING CAPITAL SPEND & FINANCING AS AT 31 DECEMBER 2015

	Budgeted (£000s)	Actual (£000s)	Over/(Under) (£000s)	
Mortgage to Rent	678	125	(553)	
Modernisation Spend (also see below)	10,678	6,722	(3,428)	
Gross Affordable Homes spend	14,094	5,780	(8,314)	0.423102
<b>Gross Total Housing Capital Spend</b>	<b>25,450</b>	<b>12,627</b>	<b>(12,295)</b>	<b>0.496149</b>
<b>Modernisation Programme - Detailed</b>				
Disabled Adaptations	600	334	(266)	
Central Heating	900	1,046	146	
Electrical Re-wiring	1,680	1,051	(629)	
Structural surveys	60	68	8	
Projects / Works	600	1	(599)	
Fencing Programme	200	190	(10)	
Energy Efficiency	300	327	27	
Kitchen Replacement Prog.	1,790	920	(870)	
Roofing / Roughcasting / external fabric	600	262	(338)	
Stair Improvement Programme	30	18	(12)	
Groundcare Projects	100	1	(99)	
Roads / Walkway pre-adoption works	100	22	(78)	
Dispersed Alarms	110	75	(35)	
Local Initiatives:Projects	200	36	(164)	
Window & Door Replacement Prog.	120	205	85	
Bathroom Replacement	1,800	1,165	(635)	
Extensions	200	147	(53)	
Lead Water Pipes	300	358	58	
Asbestos Works	200	488	288	
IT Projects	10	8	(2)	
Open Market Acquisition Remedial Works	250	0	(250)	
<b>Sub-total before year end allocations</b>	<b>10,150</b>	<b>6,722</b>	<b>(3,428)</b>	<b>0.662266</b>
Fees	528	0	(528)	
<b>TOTAL</b>	<b>10,678</b>	<b>6,722</b>	<b>(3,956)</b>	

## Appendix D

### GENERAL SERVICES CAPITAL SPEND - AS AT DECEMBER 2015

Name of Project	Budgeted Spend	Actual Spend	Over/(Under)
	2015/16 £000	2015/16 £000	(£000s) £000
Fa'side Tranent - New residential home and day centre	110	5	(105)
Eskgreen OPH	-	-	-
Haddington Town House - Steeple Work	13	-	(13)
Torness Strategic Coordination Centre	400	1	(399)
Property Renewals	1,018	679	(339)
John Gray Centre Haddington	79	70	(9)
North Berwick Museum - refurbishment	40	-	(40)
North Berwick Community Centre - Lift	9	4	(5)
Community Intervention	200	-	(200)
Pencaitland Footways	177	-	(177)
Red School Prestonpans	290	-	(290)
Support for Business - Mid Road Industrial Estate	1,269	1,267	(2)
Acquisition/Infrastructure/Broadband	173	-	(173)
Support for Business - Town Centre Regeneration	350	-	(350)
Reprovision of Pathways Home	2,075	2,150	75
Dunbar Upper Primary - Lochend Campus	1,200	88	(1,112)
Sandersons Wynd PS - additional Classrooms	365	325	(40)
Secondary School Communication Provision	1,159	546	(613)
Dirleton Classroom Extension	4	18	14
Tennis Court Upgrade	-	199	199
Macmerry PS Extension	3	-	(3)
Pinkie St Peter's PS Extension/Levenhall Nursery reprovision	3,069	2,777	(292)
Law Primary School	105	224	119
Windygoul PS additional Classrooms	1,991	2,484	493
Wallyford PS - temp units	265	235	(30)
Wallyford Primary School	50	-	(50)
Replacement Vehicles	2,277	1,472	(805)
2G pitch replacement	500	367	(133)



Pavilions	282	-	(282)
East Lothian Legacy Project - Meadowmill Alterations	59	54	(5)
Sports Centres - refurbishment & Equipment	371	425	54
Expansion of 3G pitch provision	76	41	(35)
Schools IT	923	907	(16)
Corporate IT Program	500	381	(119)
Core Path Plan Implementation	100	-	(100)
Polson Park restoration	-	77	77
Lewisvale / Neilson / Ormiston Park		-	-
Amenity Services Machinery & Equipment - replacement	149	51	(98)
Cemeteries - Extensions/Allotments	867	-	(867)
Coastal Car Parks/Toilets	510	9	(501)
Peppercraig Depot Haddington	31	7	(24)
Coastal Protection/Flood	100	2	(98)
Promenade Improvements - Fisherrow	44	1	(43)
Cycling Walking Safer Streets (Ring-fenced grant funded)	151	153	2
East Linton Rail Stop/Infrastructure	400	-	(400)
Roads/CWSS/Hotspot Safety Improvements	5,389	5,096	(293)
Parking Improvements	571	-	(571)
Purchase of New Bins/Food Waste Collection	314	264	(50)
Free School meals	200	53	(147)
Children and Young Persons Act	1,000	3	(997)
Construction Academy	300	-	(300)
<b>sub-total before year end allocations</b>	<b>29,528</b>	<b>20,435</b>	<b>(9,093)</b>
Property Fees/Internal Architect etc fees	1,370	-	(1,370)
Environment Fees	111	-	(111)
<b>TOTAL</b>	<b>31,009</b>	<b>20,435</b>	<b>(10,574)</b>



**REPORT TO:** Cabinet

**MEETING DATE:** 8 March 2016

**BY:** Depute Chief Executive (Partnerships and Communities)

**SUBJECT:** Partnership Funding 2016/17

---

**4**

## **1 PURPOSE**

- 1.1 To make recommendations on awards to agencies and organisations from partnership funds budgeted for by East Lothian Council in the financial year 2016/17. This report further continues the “One Council Approach to Partnership Funding” by bringing together support provided to Adult Wellbeing payments to partner agencies, Children’s Wellbeing payments to partners and organisations, Community Councils and Community Partnerships Funding.

## **2 RECOMMENDATIONS**

- 2.1 Cabinet is asked to:
- (i) approve the proposed allocation of funding from Adult Wellbeing budget sources totalling £634,105 (Appendix 1);
  - (ii) approve the proposed allocation of funding from Children’s Wellbeing budget sources totalling £682,857 (Appendix 2);
  - (iii) approve the allocation of Community Council Administration Grants and Local Priorities Scheme budget sources totalling £130,050 (Appendix 3);
  - (iv) approve the allocation of Community Partnership Funding budget sources totalling £2,195,556 (Appendix 4); and
  - (v) note that all awards will be monitored over the year ahead.

### **3 BACKGROUND**

#### **3.1 Community Partnership Funding**

- 3.1.1 In April 2014 East Lothian Council established a “One Council Approach” to Partnership Funding this resulted in £1,275,507 being released from Council to organisations in the first tranche.
- 3.1.2 By March 2015 East Lothian Council had tightened procedures of grant issue, feedback, monitoring, expenditure and outcomes achieved including an overhaul and redesign of the application process and linkage to the Council Plan and Single Outcome Agreement. Award recommendations contained within this report have been arrived at having taken account of reserves that organisations have available to them. It is a condition of award that all successful applicants require to submit monitoring statements and evaluations to evidence impact of the grant award.
- 3.1.3 This report includes providing £2,800 to cover the cost of public liability insurance for all 20 community councils to facilitate local community resilience as discussed at the very successful Community Resilience Workshop.
- 3.1.4 This report includes providing £6,000 to enable local community groups to become involved in HM The Queen’s 90<sup>th</sup> Birthday – The Patron’s Lunch. £1,000 will be devolved to each Area Partnership for appropriate local distribution.
- 3.1.5 The 2016/17 budget allocated for Community Partnerships (CP) is £2,914,000 which includes Community Intervention (£100,000) and match village hall funding (£50,000) which after agreeing the budget awards of £2,195,556 leaves a remaining budget of £718,444 for allocation. The £600,000 for Educational Attainment Initiatives is included within the awards made and will be devolved to Local Area Partnerships.

#### **3.2 Adult Wellbeing**

- 3.2.1 Partnership working with the third and independent sectors is central to the achievement of positive outcomes for adults who need social care supports in East Lothian. Throughout 2015/16 Adult Wellbeing has continued to work alongside the sector to review the impact and effectiveness of this investment. Throughout the next year we will continue to work in partnership with the sector to ensure the continued maximising of deployed resources. All grants will be weighed up with robust evidence and evaluation to establish strategic fit and need for any further funding.
- 3.2.2 East Lothian Health and Social Care Partnership (Adult Wellbeing) funds a range of providers across health and social care via formal contractual arrangements. These range from nationally agreed Frameworks to locally re-modelled services to obtain best value, promote service user choice and reflect changes towards personalised services.

3.2.3 The Integrated Joint Board (IJB) met on 25 February 2016 and endorsed the recommendations contained in Appendix 1 of this report.

### 3.3 **Children's Wellbeing**

3.3.1 Section 10 of the Social Work (Scotland) Act 1968 allows local authorities to make grants to voluntary organisations whose sole purpose is to promote social welfare.

3.3.2 The Council also has the power to purchase certain services, which it is obliged to provide, from the independent sector using other funding streams. Under certain circumstances the Council can tender for such services, for example Children 1<sup>st</sup> have recently been awarded a contract to provide family support services from April 2016. A summary of the organisations to be funded for 2016/17 from Children's Wellbeing is included in Appendix 2, along with the funding amounts proposed totalling £682,857.

### 3.4 **Community Council Funding**

3.4.1 Community councils continue to play a vitally important role in East Lothian community life providing valuable support and effective influence within the communities they represent. The Council has a positive and effective working relationship across our network of 20 community councils. The Council's working partnership with community councils can be seen as both empowering and mutually beneficial and despite the very challenging financial circumstances posed by public sector spending constraints, the Council is keen to maintain funding support at the maximum possible levels.

It is proposed that the longstanding financial assistance provided in respect of Administration Grants and the Local Priorities Scheme should continue.

#### 3.4.2 Administration Grants

Community councils receive a basic grant allocation for administrative support services. This allocation comprises a fixed sum element, supplemented by a per capita sum reflecting the size of the electorate. Provision is also made to include a small administration grant to support the Association of East Lothian Community Councils. Precise details of the proposed allocations for each community council amounting to £14,050 for financial year 2016/17 are contained within Appendix 3.

#### 3.4.3 Local Priorities Scheme (LPS)

The success of our Local Priorities Scheme has long been recognised nationally as leading practice and remains one of the most successful aspects of the council's partnership with local communities. It provides the local communities with financial resource to support their own locally determined priorities. This funding is enhanced by grants awarded to some community councils through Sport, Countryside and Leisure's Civic Pride Fund, Economic Development, Leader and local fundraising, which support mutually beneficial projects.

As with the administration grant, allocations are made to individual community councils taking into account the size of the electorate in each area. Full details of the proposed allocations for financial year 2016/17 totalling £116,000 are given in Appendix 3.

#### **4 POLICY IMPLICATIONS**

- 4.1 The allocation of Partnership Funding as recommended in this report will assist the Council to achieve the agreed outcomes in the Single Outcome Agreement and the Council Plan and demonstrate the successful partnership working arrangements across the third sector and the Council.

#### **5 EQUALITIES IMPACT ASSESSMENT**

- 5.1 An Equality Impact Assessment has been carried out and any negative impacts have been addressed.

#### **6 RESOURCE IMPLICATIONS**

- 6.1 Financial – The detailed financial implications have been assessed in conjunction with relevant colleagues in the Finance Team. The recommendations contained within this report can be accommodated within the approved budgets.
- 6.2 Personnel - none
- 6.3 Other - none

#### **7 BACKGROUND PAPERS**

- 7.1.1 Pro forma applications submitted by bodies seeking funding
- 7.1.2 Information supplied by East Lothian Council Officers

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<b>DATE</b>	25 February 2016

## APPENDIX 1 - ADULT WELLBEING

Name of Organisation	2015-16 GRANT	2016-17 APPLIED	Application Received	Area	2016-17 GRANT AWARDED	Funding Source	Purpose of Grant
Alzheimer's Scotland	£ 4,548	£ 4,548		East Lothian Area	£ 4,548	S10 SW Scotland Act 1968	Support People with Dementia
CAPS	£ 77,830	£ 77,830	SLA	East Lothian Area	£ 77,830	S10 SW Scotland Act 1968	Advocacy, Collective & Individual
Capability Scotland (New Trinity)	£ 85,637	£ 85,637	Contract	East Lothian Area	£ 85,637	S10 SW Scotland Act 1968	Day Service Provision
Carers of East Lothian	£ 63,503	£ 63,503	SLA	East Lothian Area	£ 63,503	S10 SW Scotland Act 1968	Information and Support
Changes	£ 41,263	£ 41,263		East Lothian Area	£ 41,263	S10 SW Scotland Act 1968	Choose Life Project Work/Training
Deaf Action	£ 50,025	£ 50,025	SLA	East Lothian Area	£ 50,025	S10 SW Scotland Act 1968	Statutory Services & Awareness
East Lothian Community Care Forum	£ 53,154	£ 53,154	SLA	East Lothian Area	£ 53,154	S10 SW Scotland Act 1968	Representation & Consultation
East Lothian Council on Alcohol	£ 10,755	£ 10,755	Contract	East Lothian Area	£ 10,755	S10 SW Scotland Act 1968	Advice, Counselling & Information
Lothian Centre for Integrated Living	£ 42,201	£ 42,201	SLA	East Lothian Area	£ 42,201	S10 SW Scotland Act 1968	Support & Payroll for SDS
Macmerry Lunch Club	£ 742	£ 742		Macmerry	£ 742	S10 SW Scotland Act 1968	Social Support for Older People
North Berwick Voluntary Car Scheme	£ 943	£ 943		North Berwick	£ 943	S10 SW Scotland Act 1968	Volunteer Drivers (Hospital etc)
Partners in Advocacy (Individual Advocacy)	£ 37,800	£ 37,800	SLA	East Lothian Area	£ 37,800	S10 SW Scotland Act 1968	LD Individual Advocacy Support
Pencaitland Lunch Club	£ 1,626	£ 1,626		Pencaitland	£ 1,626	S10 SW Scotland Act 1968	Social Support for Older People
RNIB	£ 61,887	£ 61,887	SLA	East Lothian Area	£ 61,887	S10 SW Scotland Act 1968	Statutory Services & Awareness
Scottish Huntington's Association	£ 7,159	£ 7,159		East Lothian Area	£ 7,159	S10 SW Scotland Act 1968	Advocacy, Specialist Assessment
Stepping Out	£ 60,207	£ 60,207	SLA	East Lothian Area	£ 60,207	S10 SW Scotland Act 1968	Day Support Provision
STRIVE	£ 14,359	£ 14,359		East Lothian Area	£ 14,359	S10 SW Scotland Act 1968/Partnership Funding	Volunteer Development/Youth Adventure
Whitecraig & Wallyford Lunch Club	£ 789	£ 789		Whitecraig/Wallyford	£ 789	S10 SW Scotland Act 1968	Social Support for Older People
WRVS	£ 14,677	£ 14,677		East Lothian Area	£ 14,677	S10 SW Scotland Act 1968	Transport, Promote Independence
(Pink Ladies) Mental Health & Substance Use	£ 5,000	£ 5,000	SLA	East Lothian Area	£ 5,000	S10 SW Scotland Act 1968	Peer Support, Courses, Self Help
East Lothian & Midlothian's Aid (EMLWA)	£ 15,000		Pending Further Discussion	East Lothian Area		S10 SW Scotland Act 1968	Support Women
Young Carers	£ 10,693		Pending Further Discussion	East Lothian Area		S10 SW Scotland Act 1968	Family Support, Carer Groups
<b>Total</b>	<b>£ 659,798</b>	<b>£ 634,105</b>			<b>£ 634,105</b>		

## APPENDIX 2 - CHILDREN'S WELLBEING

Name of Organisation	2015-16 GRANT	2016-17 APPLIED	Application Received	Area	2016-17 GRANT AWARDED	Funding Source	Purpose of Grant
Scottish Adoption Association	£ 25,000	£ 25,000		Edinburgh	£ 25,000	S10 SW Scotland Act 1968	Recruitment of Adopters
St Andrew's Children's Society	£ 21,000	£ 21,000		Edinburgh	£ 21,000	S10 SW Scotland Act 1968	Recruitment of Adopters
Who Cares? Scotland	£ 33,818	£ 33,818	n/a	Edinburgh	£ 33,818	Service Level Agreement	Provides Support
Places for People	£ 9,500	£ 9,500	n/a	Edinburgh	£ 9,500	Service Level Agreement	Provide 1:1 Care
Children 1st	£ 96,240	£ 96,240		East Lothian Area	£ 96,240	Tendered Contract	Family Conferences
Homestart	£ 56,370	£ 56,370	n/a	East Lothian Area	£ 56,370	Service Level Agreement	Provides Support
With Scotland	£ 2,171	£ 2,171	n/a	Stirling	£ 2,171	COSLA Nat Agreement	Provides Support
East Lothian Special Needs Playscheme	£ 102,860	£ 102,860		East Lothian Area	£ 102,860	S10 SW Scotland Act 1968	Holiday Playscheme
Star Youth Club	£ 1,180	£ 1,180		East Lothian Area	£ 1,180	S10 SW Scotland Act 1968	Youth Clubs
Bankfoot, Aberlour	£ 294,000	£ 249,000	n/a	East Lothian Area	£ 249,000	Service Level Agreement	Residential Care
Action for Children, Edinburgh	£ 41,000	£ 41,000	n/a	Edinburgh	£ 41,000	Service Level Agreement	Provides Respite
Children's Hospice Association Scotland (CHAS)	£ 11,790	£ 11,790		Kinross/Balloch	£ 11,790	S10 SW Scotland Act 1968	Provides Care
Cyrenians Edinburgh	£ 32,928	£ 32,928	n/a	East Lothian Area	£ 32,928	Service Level Agreement	Provides Conflict Resolution
<b>Total</b>	<b>£ 727,857</b>	<b>£ 682,857</b>			<b>£ 682,857</b>		

## APPENDIX 3 - COMMUNITY COUNCIL ADMINISTRATION GRANT AND LOCAL PRIORITIES SCHEME

Name of Organisation	2016-17 GRANT	2016-17 MAX LPS	Application Received	Area	2016-17 GRANT AWARDED	Funding Source	Purpose of Grant
Cockenzie & Port Seton	£ 744	£ 6,500	n/a	Cockenzie & Port Seton	£ 7,244	Licensing, Admin & Democratic Svs	Supports Communities
Dunbar	£ 947	£ 9,350	n/a	Dunbar	£ 10,297	Licensing, Admin & Democratic Svs	Supports Communities
Dunpender	£ 577	£ 4,140	n/a	Dunpender	£ 4,717	Licensing, Admin & Democratic Svs	Supports Communities
East Lammermuir	£ 447	£ 2,230	n/a	East Lammermuir	£ 2,677	Licensing, Admin & Democratic Svs	Supports Communities
Garvald & Morham	£ 387	£ 970	n/a	Garvald & Morham	£ 1,357	Licensing, Admin & Democratic Svs	Supports Communities
Gifford	£ 430	£ 1,770	n/a	Gifford	£ 2,200	Licensing, Admin & Democratic Svs	Supports Communities
Gullane	£ 736	£ 6,420	n/a	Gullane	£ 7,156	Licensing, Admin & Democratic Svs	Supports Communities
Haddington	£ 1,076	£ 11,250	n/a	Haddington	£ 12,326	Licensing, Admin & Democratic Svs	Supports Communities
Humbie & Saltoun	£ 438	£ 1,870	n/a	Humbie & Saltoun	£ 2,308	Licensing, Admin & Democratic Svs	Supports Communities
Longniddry	£ 564	£ 3,730	n/a	Longniddry	£ 4,294	Licensing, Admin & Democratic Svs	Supports Communities
Macmerry & Gladsmuir	£ 462	£ 2,420	n/a	Macmerry & Gladsmuir	£ 2,882	Licensing, Admin & Democratic Svs	Supports Communities
Musselburgh	£ 1,720	£ 19,940	n/a	Musselburgh	£ 21,660	Licensing, Admin & Democratic Svs	Supports Communities
North Berwick	£ 863	£ 8,280	n/a	North Berwick	£ 9,143	Licensing, Admin & Democratic Svs	Supports Communities
Ormiston	£ 503	£ 2,950	n/a	Ormiston	£ 3,453	Licensing, Admin & Democratic Svs	Supports Communities
Pencaitland	£ 500	£ 2,900	n/a	Pencaitland	£ 3,400	Licensing, Admin & Democratic Svs	Supports Communities
Prestonpans	£ 1,032	£ 10,680	n/a	Prestonpans	£ 11,712	Licensing, Admin & Democratic Svs	Supports Communities
Tranent & Elphinstone	£ 1,212	£ 13,230	n/a	Tranent & Elphinstone	£ 14,442	Licensing, Admin & Democratic Svs	Supports Communities
Wallyford	£ 565	£ 3,740	n/a	Wallyford	£ 4,305	Licensing, Admin & Democratic Svs	Supports Communities
West Barns	£ 400	£ 1,390	n/a	West Barns	£ 1,790	Licensing, Admin & Democratic Svs	Supports Communities
Whitecraig	£ 447	£ 2,240	n/a	Whitecraig	£ 2,687	Licensing, Admin & Democratic Svs	Supports Communities
<b>Total</b>	<b>£ 14,050</b>	<b>£ 116,000</b>			<b>£ 130,050</b>		

**APPENDIX 4 - APPLICATIONS RECEIVED COMMUNITY PARTNERSHIPS**

Name of Organisation	2015-16 GRANT	2016-17 APPLIED	Application Received	Area	2016-17 GRANT AWARDED	Funding Source	Purpose of Grant
Amisfeld Preservation Trust	£ 12,500	£ 20,000	YES	Dunbar	£ 12,500	Community Partnership	Fund Volunteer Co-ordinator
Anti Bullying East Lothian	£ 79,000	£ 80,500	YES	East Lothian Area	£ 79,000	Community Partnership	Support Parents
Area Partnerships	£ 350,000	£ 350,000	n/a	East Lothian Area	£ 350,000	Community Partnership	Support Communities
Area Partnerships		£ 600,000	n/a	East Lothian Area	£ 600,000	Community Partnership	Support Communities
Area Partnerships	£ 161,000	£ 150,000	n/a	East Lothian Area	£ 150,000	Community Partnership	Support Communities
Arts Drama & Music Awards	£ 1,500	£ 1,500	n/a	East Lothian Area	£ 1,500	Community Partnership	Support Individuals
Battle of Prestonpans (1745) Heritage Trust	£ 5,000	£ 57,000	YES	Prestonpans	£ 5,000	Community Partnership	Application for 3 years/approval 1 year
Borders Scrap Store	£ 7,150	£ 10,000	YES	East Lothian Area	£ 7,150	Community Partnership	Promote Waste Reduction
Bridge Centre	£ 15,000	£ 16,000	YES	Haddington	£ 15,000	Community Partnership	Support Community
Bridges Motorcycle Project	£ 22,000	£ 25,000	YES	Haddington	£ 22,000	Community Partnership	Support Project Officer
Bridges Project	£ 95,000	£ 95,000	YES	East Lothian Area	£ 95,000	Community Partnership	Support Posts
Carefree Kids	£ 17,000	£ 17,000	YES	East Lothian Area	£ 17,000	Community Partnership	Employ Project Manager
Coastal Communities Museum Trust	£ 7,500	£ 10,000	YES	North Berwick	£ 7,500	Community Partnership	Assist with Costs
Community Councils Insurance	£ 2,812	£ 2,800	YES	East Lothian Area	£ 2,800	Community Partnership	Public Liability Insurance
Dadswork	£ 66,840	£ 69,874	YES	Musselburgh	£ 66,840	Community Partnership	Employ Project Manager
Dunbar Community Development Company (Hallhill)	£ 77,560	£ 77,560	Pending	Dunbar	£ 77,560	Community Partnership	Support Community
Dunbar Harbour Trust	£ 17,500	£ 17,500	YES	Dunbar	£ 17,500	Community Partnership	Employ Harbour Master
East Lothian Foodbank	£ 3,000	£ 15,000	YES	East Lothian Area	£ 15,000	Community Partnership	Support Communities
East Lothian Indoor Bowling Club	£ 6,000	£ 12,000	YES	Meadowmill	£ 8,000	Community Partnership	Employ Development Officer
East Lothian Junior Golf League	£ 1,000	£ 1,000	YES	East Lothian Area	£ 1,000	Community Partnership	Support Annual Championship
East Lothian Play Association	£ 2,000	£ 2,500	YES	East Lothian Area	£ 2,000	Community Partnership	Develop Play Opportunities
Family Mediation Lothian	£ 9,500	£ 16,000	YES	East Lothian Area	£ 9,500	Community Partnership	Fund Contact Centre Staff
Fashion School Ltd	£ -	£ 9,600	YES	East Lothian Area	£ 9,600	Community Partnership	Property Running Costs
First Step	£ 208,700	£ 208,700	YES	Musselburgh	£ 208,700	Community Partnership	Running Costs
Fisherrow Trust	£ 30,000	£ 30,000	SLA	Musselburgh	£ 30,000	Community Partnership	Running Costs
Friday Friends	£ 9,500	£ 12,000	YES	Haddington	£ 9,500	Community Partnership	Operation costs Centre & Café
Haddington Garden Trust	£ 10,200	£ 12,250	YES	Haddington	£ 10,200	Community Partnership	Salary Costs
Into Work East Lothian	£ 34,000	£ 34,000	YES	East Lothian Area	£ 34,000	Community Partnership	Fund Support Worker
Lammermuir Community Transport	£ 3,000	£ 12,000	YES	East Lothian Area	£ 3,000	Community Partnership	General Running Costs
Lamp of Lothian Trust	£ 20,000	£ 32,000	YES	East Lothian Area	£ 20,000	Community Partnership	
Let's Sing	£ -	£ 3,394	YES	Edinburgh	Not Supported	Community Partnership	Train Volunteers Youth Groups
Lothian Mineworkers Convalescent Home	£ 5,000	£ 7,000	YES	East Lothian Area	£ 7,000	Community Partnership	Support Respite
Lysistrata Project	£ -	£ 2,750	YES	East Lothian Area	Not Supported	Community Partnership	Equipment & Staff
Music in Hospitals	£ 1,635	£ 1,525	Pending	East Lothian Area	£ 1,525	Community Partnership	General Running Costs
Musselburgh Amateur Musical Association	£ 3,000	£ 5,000	YES	Musselburgh	£ 3,000	Community Partnership	Support Show
New Year Sprint	£ 3,000	£ 3,000	n/a	East Lothian Area	£ 3,000	Community Partnership	Support for Sporting Event
North Berwick Highland Games	£ 3,000	£ 6,000	YES	North Berwick	£ 4,000	Community Partnership	Support Event
North Berwick Rugby Football Club	£ -	£ 5,000	YES	North Berwick	£ 5,000	Community Partnership	Match Funding Development Officer
North Berwick Youth Project	£ 30,000	£ 35,000	YES	North Berwick	£ 30,000	Community Partnership	Promote Life & Employ Skills
Northlight Art	£ -	£ 5,000	YES	Dunbar	Not Supported	Community Partnership	Support Artists Hut
Patrons Lunch	£ -	£ 6,000	YES	East Lothian Area	£ 6,000	Community Partnership	Support Event
Pennypit Special Needs Youth Club	£ 32,160	£ 61,000	YES	East Lothian Area	£ 32,160	Community Partnership	General Running Costs
Pennypit Trust	£ 99,000	£ 99,000	Pending	East Lothian Area	£ 99,000	Community Partnership	General Running Costs
Recharge Friday Evening Drop In	£ 17,000	£ 30,000	YES	Tranent	£ 17,000	Community Partnership	General Running Costs
Richmonds Hope	£ -	£ 11,020	YES	East Lothian Area	Not Supported	Community Partnership	Provide Bereavement Support
Risk Factory	£ 9,545	£ 9,545	YES	East Lothian Area	£ 9,545	Community Partnership	General Running Costs
Sandcastle Playgroup	£ -	£ 2,000	YES	Port Seton	Not Supported	Community Partnership	General Running Costs
Sports Award Scheme	£ 10,000	£ 10,000	n/a	East Lothian Area	£ 10,000	Community Partnership	Support Individuals
Stoneyhill Community Centre	£ 25,000	£ 25,000	YES	Musselburgh	£ 25,000	Community Partnership	General Running Costs
STRiVE/John Muir Award Activity	£ 14,000	£ 14,000	YES	East Lothian Area	£ 14,000	Community Partnership	John Muir Awards/Youth Adventure
The Action Group	£ 20,976	£ 21,701	YES	East Lothian Area	£ 20,976	Community Partnership	Support Young People with Disabilities
Tranent Colts	£ -	£ 1,000	YES	Tranent	£ 1,000	Community Partnership	Support Rwanda Visit
United East Lothian Agricultural Society	£ -	£ 6,312	YES	East Lothian Area	£ 3,000	Community Partnership	Equipment for Animals Safety
Winterfield Golf & Sports Club	£ 17,500	£ 17,500	YES	Dunbar	£ 17,500	Community Partnership	General Running Costs
<b>Total</b>	<b>£ 1,565,078</b>	<b>2,384,531</b>			<b>2,195,556</b>		



**REPORT TO:** Cabinet

**MEETING DATE:** 8 March 2016

**BY:** Deputy Chief Executive (Partnerships and Community Services)

**SUBJECT:** Construction Sector Activity

**5**

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## **1 PURPOSE**

- 1.1 To advise Cabinet of focused activity being undertaken across Council services to ensure opportunities for the local labour market and Small and Medium Enterprises (SMEs) in the construction sector are maximised.

## **2 RECOMMENDATIONS**

- 2.1 It is recommended that Cabinet notes the contents of this report, in particular, the following:
- the delivery of a Construction Academy in Musselburgh, opening in August 2016, offering 160 places in the school year 2016/17
  - a new Construction Framework for multi-trade work, below the Official Journal of the European Union (OJEU) threshold, will be in place in June 2016
  - officers are actively pursuing options to put in place a shared public/private delivery model for apprenticeships in construction
  - drop-in roadshow events will be held targeting local construction businesses in spring and autumn, offering a range of advice and information.

## **3 BACKGROUND**

- 3.1 The number of East Lothian residents working in construction is higher than the Scottish and Great Britain average and the Council has identified 2016 as a year of focused activity to maintain and enhance this position, against the backdrop of a national skills shortage in the sector and the implementation of a national Skills Implementation Plan.

- 3.2 In the short to medium term, East Lothian and Edinburgh and the South East region will experience further significant growth in new housing along with investment in other major construction projects, including the new community hospital, providing opportunities for those already working in construction or those considering their options in terms of future career choice. There also exists a need to enhance more traditional building skills to maintain and preserve older buildings, particularly in conservation areas/town centres.
- 3.3 The Council, supported by the East Lothian Sustainable Economy Partnership, is developing and implementing a targeted programme of activities during 2016 to ensure opportunities for the local labour market and Small and Medium Enterprises (SMEs) in the construction sector are maximised. Key aspects of the programme are set out in the remainder of the report.

### **Construction Academy**

- 3.4 Central to this activity is a partnership with Edinburgh College, which will deliver a Construction Academy in a redundant Council building in Mansfield Road, Musselburgh. Currently there is minimal delivery of construction qualifications within East Lothian. Opening in August this year, the facility will initially offer a range of courses in trades and civil engineering, as well as related work skills and will provide a valuable local resource for schools. One hundred and sixty vocational curriculum places will be available to East Lothian schools in 2016/17.

### **'Call to Action'**

- 3.5 A breakfast event was hosted by the Sustainable Economy Partnership on 24 February 2016 at the Brunton Hall, Musselburgh, which brought together a range of organisations and businesses with interest in the construction sector. The aim of the event was to act as a 'call to action' to key organisations and businesses across the public and private sectors to consider how they can work together to ensure the labour/skills required to deliver future growth in construction is in place.

### **Procurement of Construction Framework for multi-trade work below OJEU**

- 3.6 The current framework contract in place for multi-trade work below the OJEU threshold (£4.1m) is currently being refreshed and an invitation to tender was issued on 29 February 2016. The refresh of the Framework has acted as a catalyst to review the specification and consider whether it is fit for purpose within the context of ensuring maximum opportunity for local business within the process. Changes have been made, in particular to the number and value of lots within the framework which were tested at a Meet the Buyer event held on 10 February 2016. These changes were well received by those who attended, including many local SMEs and were considered positive in terms of the outcome sought. Several Council teams attended this event to offer assistance – Procurement, Projects, EL Works and Business Development. The

tender and tender evaluation exercise will be complete by the end of May and the new Framework will be in place in June 2016.

- 3.7 Although the Council cannot directly favour local contractors in its evaluation of tenders, the new Framework will require tenderers to demonstrate how they intend to contribute to the local economy and the wider supply chain. It is anticipated that this will bring some further local benefits, even when the winning contractor is not a local company.
- 3.8 As part of the tendering of the framework, active consideration has been given to how Community Benefits could provide a financial contribution to put towards an apprenticeship in construction.

### **Apprenticeships**

- 3.9 The week 29 February – 4 March 2016 is National Apprenticeship week and to celebrate and mark the occasion, a gathering of all Council young apprentices, their line managers and the Council Management Team is taking place on 1 March. Opportunity will be taken to learn about how the Council's Modern Apprenticeship programme has been developed to date and to contribute and help shape plans for the future. It is also an opportunity for colleagues from different Council departments to meet, share experiences and hear updates from current modern apprentices and those who have since moved on to full time permanent positions. On 4 March, the Council's Property Maintenance service will advertise for 8 apprentices which will commence in July 2016.
- 3.10 Complementing the apprenticeship programme, a paid work experience programme for young people aged between 16 and 24 operates on a co-investment model across Infrastructure and EL Works. Since January this year, 13 young people have engaged in full-time 6-month work experience programmes across various business units. People receive dedicated mentoring support and guidance with all encouraged to attain their certificate of work readiness in their early stages. Some people already have the necessary qualifications to make applications for a trade apprenticeship and are benefitting from the high quality support to build their confidence.
- 3.11 Officers are currently giving active consideration as to how to boost the number of apprenticeships in construction in East Lothian. This is currently focused on how a shared public/private model may work and how this could potentially be facilitated through funding obtained through Community Benefits in Procurement. It is anticipated that any model developed may have the scope to facilitate apprenticeships in a wider range of sectors in due course and will build on and utilise the excellent track record and experience of the in-house trading activity in this regard. Indeed any future model could potentially assist property maintenance in future succession planning. Similar approaches currently exist elsewhere which officers are learning from and work is ongoing to evaluate how these approaches may be applied in an East Lothian context.

## **SME Roadshow**

- 3.12 In spring and autumn, Council services and partners will hold drop-in events targeting local construction businesses with a range of advice and information available, particularly around funding available for training, upskilling and to create employment or work experience opportunities. Tranent Conservation Area Scheme (CARS), which will deliver £800,000 of investment will be promoted to local firms as an opportunity. It is anticipated that the following organisations will be present:

EL Works

Business Gateway

Tranent CARS

Skills Development Scotland

Department of Work and Pensions

Historic Environment Scotland

Edinburgh College

Mid and East Lothian Chamber of Commerce

Federation of Small Businesses

Construction Industry Training Board

## **Conclusion**

- 3.13 A comprehensive programme of activity has already been put in place across Council services and the East Lothian Partnership to support this initiative and further activity will continue through this year. This is likely to focus on promoting construction as a career option. The programme is supported by a communications plan.

## **4 POLICY IMPLICATIONS**

- 4.1 There are no immediate policy implications arising from this report.

## **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 – There are no financial implications arising from this report
- 6.2 Personnel - There are no personnel implications arising from this report
- 6.3 Other - None

## **7 BACKGROUND PAPERS**

- 7.1 Cabinet Report 04, 8 September 2015, Update on Community Benefits in Procurement

<b>AUTHOR'S NAME</b>	Esther Wilson
<b>DESIGNATION</b>	Service Manager – Economic Development and Strategic Investment
<b>CONTACT INFO</b>	ewilson@eastlothian.gov.uk
<b>DATE</b>	25 February 2016



**REPORT TO:** Cabinet

**MEETING DATE:** 8 March 2016

**BY:** Depute Chief Executive (Partnership and Community Services)

**SUBJECT:** The East Lothian Council (Big Nature Festival, Levenhall Links, Musselburgh) (Exemption) Order 2016

**6**

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**1 PURPOSE**

- 1.1 For Cabinet to approve the making of an Order under Section 11 of the Land Reform (Scotland) Act 2003 to facilitate the holding of the Royal Society for the Protection of Birds' 2016 'Scotland's Big Nature Festival' at Levenhall Links, Musselburgh, East Lothian.

**2 RECOMMENDATIONS**

- 2.1 That Cabinet approves the making of The East Lothian Council (Big Nature Festival, Levenhall Links, Musselburgh) (Exemption) Order 2016.

**3 BACKGROUND**

- 3.1 The Royal Society for the Protection of Birds' (RSPB) 2016 'Scotland's Big Nature Festival' is being held at Levenhall Links, Musselburgh, East Lothian in May 2016.
- 3.2 The Festival organiser RSPB has applied to East Lothian Council for an Order under Section 11 of the Land Reform (Scotland) Act 2003 to exempt an area of Levenhall Links from the access rights which would otherwise be exercisable there.
- 3.3 The purpose of the Order is to enable the 2016 'Scotland's Big Nature Festival' to be held, with the land being exempted temporarily from access rights (1) to allow a charge to be levied for admission to the Festival, (2) to secure the safety and security of the public during the construction of the Festival infrastructure necessary to support the event, and (3) to secure the safety and security of the public during the dismantling of the said infrastructure.

3.4 It is proposed that the Order will take effect at 08.00 hours on Wednesday 18 May 2016 and will expire at 12.00 hours on Monday 23 May 2016.

3.5 Consultation on the proposed Order has taken place with East Lothian Local Access Forum, Musselburgh and Inveresk Community Council, Scottish Natural Heritage, Friends of Musselburgh Links, Musselburgh Area Partnership, Levenhall Links Radio Yacht Club and Levenhall Links Pond users. No concerns have been raised by these organisations.

#### **4 POLICY IMPLICATIONS**

4.1 This Order is consistent with the provisions of the Land Reform (Scotland) Act 2003, and with policy and good practice set out in the Scottish Government Guidance for Local Authorities and National Park Authorities on Part 1 Land Reform (Scotland) Act 2003.

#### **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 – None

6.2 Personnel – None

6.3 Other – None

#### **7 BACKGROUND PAPERS**

7.1 Appendix 1: Proposed Order to exempt land from access rights for the 2016 Big Nature Festival: “The East Lothian Council (Big Nature Festival, Levenhall Links, Musselburgh) (Exemption) Order 2016”.

<b>AUTHOR'S NAME</b>	Jennifer Lothian
<b>DESIGNATION</b>	Outdoor Access Officer
<b>CONTACT INFO</b>	jlothian@eastlothian.gov.uk ; 01620 827419
<b>DATE</b>	24/02/2016



## **Appendix 1**

### **Proposed Order to exempt land from access rights for the 2016 Big Nature Festival**

#### **EAST LoTHIAN COUNCIL**

#### **LAND REFORM (SCOTLAND) ACT 2003**

#### **THE EAST LoTHIAN COUNCIL (BIG NATURE FESTIVAL, LEVENHALL LINKS, MUSSELBURGH) (EXEMPTION) ORDER 2016**

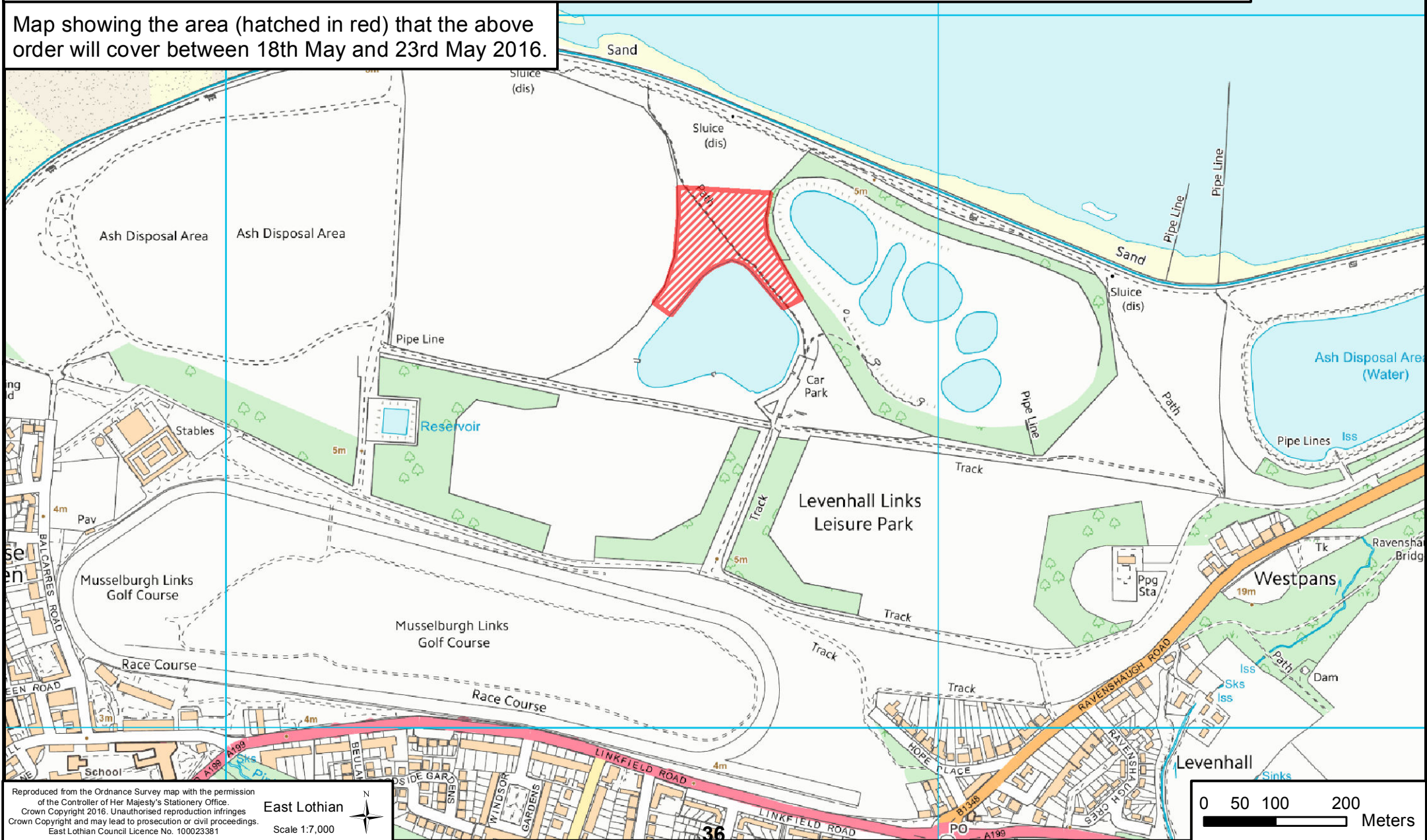
EAST LoTHIAN COUNCIL, in exercise of the powers conferred on them by Section 11(1) of the Land Reform (Scotland) Act 2003 ("the Act") and all other powers enabling them in that behalf, HEREBY MAKE the following Order:-

1. The Order may be cited as "The East Lothian Council (Big Nature Festival, Levenhall Links, Musselburgh) (Exemption) Order 2016" and shall come into effect at 08.00 hours on 18 May 2016 and will expire at 12.00 hours on 23 May 2016, unless revoked earlier.
2. The effect of the Order is to exempt the area of land north of the Boating Pond at Levenhall Links, Musselburgh, which area is shown hatched red on the plan thereof annexed and executed as relative hereto, from the access rights which would otherwise be exercisable in respect of that land by virtue of Part 1 of the Act.
3. The purposes for which the Order are made are:
  - (a) to allow a charge to be levied for admission to the Festival;
  - (b) to secure the safety and security of the public during the construction of the Festival infrastructure necessary to support the event; and
  - (c) to secure the safety and security of the public during the dismantling of the said infrastructure.

The foregoing Order typewritten on this page is, together with the plan annexed hereto, sealed with the Common Seal of East Lothian Council and subscribed for and on their behalf by Morag Ferguson, an authorised signatory and as such a "Proper Officer" for the purposes of Section 194 of the Local Government (Scotland) Act 1973 as amended, at HADDINGTON on the                      day of                      TWO THOUSAND and SIXTEEN.

# The East Lothian Council (Big Nature Festival, Levenhall Links, Musselburgh) (Exemption) Order 2016

Map showing the area (hatched in red) that the above order will cover between 18th May and 23rd May 2016.



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East Lothian  
Scale 1:7,000



0 50 100 200  
Meters

## **ACTION NOTE OF THE MEETING OF THE SUSTAINABLE ECONOMY PARTNERSHIP**

**Wednesday 23 September 2015, 2-4pm, Saltire Rooms 1&2, East Lothian Council, John Muir House, Haddington EH41 3HA.**

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### **Partnership Members Present:**

Nigel Paul, Chair (NP)  
Andrew White, Federation of Small Businesses (Vice Chair) (AW)  
Robert Carr, co-opted member  
Margot Crosbie, Skills Development Scotland  
Ray McCowan, Edinburgh College (RM)  
Manuela Calchini, Visit Scotland (MC)  
Councillor Norman Hampshire, East Lothian Council (NH)  
Angela Leitch, East Lothian Council (AL)  
David Leven, Head of Energy and Infrastructure, Scottish Enterprise (DL)  
Councillor John McMillan, East Lothian Council (JMCM) (part)  
David Milne, Scottish Government (DM)  
Gordon Henderson, Federation of Small Businesses (GH)  
Mike Pretious, Social Enterprise East Lothian

### **Others Present:**

Douglas Proudfoot, East Lothian Council (DP)  
Esther Wilson, East Lothian Council (EW)  
Colin Forbes, East Lothian Council (CF)

### **Partnership Members Apologies:**

George Archibald, Mid and East Lothian Chamber of Commerce  
Niall Corbett, Scottish Natural Heritage  
Councillor Stuart Currie, East Lothian Council  
Kenneth Bramham, Job Centre Plus  
Frank Beattie, Scottish Enterprise

### **1. WELCOME/APOLOGIES**

NP introduced himself to the Partnership and welcomed Robert Carr and David Milne. Apologies as above.

### **2. MINUTES OF THE PREVIOUS MEETING**

The minutes of the SEP of 24 June 2015 were approved.

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### 3. MATTERS ARISING – Action Log

Viridor Project – maximising opportunities - ELC	ELC and Viridor in contact – jobs fair and supply chain events taking place next week. Clear opportunities for future economic growth
Fort Kinnaird Skills and Recruitment Centre – maximising opportunities - ELC	Member of ELC staff on Board. ELC staff resource targeted to support EL residents . Edinburgh College offered to make connections to support.
Mid and East Lothian Chamber of Commerce Mentoring Proposal to ELC - MECoC	Received. EW and GA to meet.
City Region Deal Update - ELC	DP provided an update. Proposition submitted 4 September. AL City Region lead on skills workstream. All partners asked to contribute when requested.

### THE EAST LOTHIAN PLAN (SOA 2013) – THIS PARTNERSHIP’S OUTCOMES

#### 4. Draft Performance Report 2014/15 – Outcomes 1, 2 and 3

EW spoke to the report

#### Decision on the Recommendation/Action

The SEP members agreed to:

- 2.1 Note progress, scrutinise and give comment on performance on each of the Outcomes
- 2.2 Provide additional information and data in order to finalise the Performance Report, remitting officers to update as required
- 2.3 Approve the performance report in principle for presentation to the East Lothian Partnership on 7 October 2015 (subject to actions below)
- 2.4 Share the Performance Report with your Boards or equivalent and provide feedback to this Partnership

#### Action:

- All to share the Performance Report with Boards or equivalent**
- MP to provide additional information for 2014/15 achievements RE Social Enterprises Accountable Officer (Tom Shearer) for Outcome 2 to recommend targets in relation to child poverty**
- EW to include activity in relation to provision of financial products to assist money management in Outcome 2 2015/16 activity**
- EW to amalgamate paragraphs RE cycling under Outcome 3 2014/15 achievements, include SEPA projects in 2015/16 activity**
- All to review Performance Framework longer term, taking into account:**
  - Local data from Area Partnerships**
  - Improved comparator information eg. Scotland’s Places network**
  - New data available via UC implementation**
  - Average earnings data**

**5. Update on Priority Action Areas Outcome 1: East Lothian has a growing and sustainable economy**

**a. Priority Area 1: Employability**

**Developing East Lothian's Young Workforce**

MC spoke to the report

**Decision on the Recommendation/Action**

The SEP members agreed to:

2.1 Note the contents of the report

**Action**

**DELYW Partnership to include information in their next report on whether in line with/ahead of/behind timescales/milestones set in action plan**

**DELYW Partnership to ensure mechanism to identify and target resource at people at risk of negative destination**

**Construction Skills Event**

EW spoke to the paper

**Decision on the Recommendation/Action**

**SEP supportive of event**

**To consider joint event with Midlothian, given proximity to growth on SE Edinburgh wedge**

**Future Technologies Academy – should be focus of discussion**

**Useful to speak to Edinburgh Napier also**

**b. Priority Area 2: Company Growth**

**Update from Company Growth Group**

EW provided a verbal update from Company Growth Group:

- Group has not met since last meeting.
- SEP need to review remit and identify a Growth Champion to lead group
- Business Week not progressed due to ELC resourcing issues.
- Private sector representation on SEP improved.
- Most significant barrier is how to meet land/property/infrastructure requirements to support growth

**Decision on the Recommendation/Action**

- Chair to review approach

**Business Gateway East Lothian Performance 2014/15**

EW spoke to the report

**Decision on the Recommendation/Action**

- The SEP members agreed to:
- 2.1 Note the contents of the report

### **2015 Business Base Survey**

EW spoke to the report and the outputs were briefly discussed by members.

#### **Decision on the Recommendation/Action**

The SEP members agreed to:

2.1 Note the findings of the survey

#### **Action**

**It was agreed that views from larger businesses in East Lothian needed to be sought. JMM suggested he would be happy to undertake joint visits with other members of the Partnership.**

### **6. Feedback from East Lothian Partnership meetings of 3 March 2015 and 13 May 2015**

These were noted.

### **7. Agenda Items for Future Meetings**

*Employability and Company Growth*  
City Deal update

*Employability*  
Report from Developing East Lothian's Young Workforce

*Company Growth*  
Report from Company Growth Group  
SE Activity Report  
Proposed Local Development Plan

### **8. A.O.C.B**

Rural Economy Collaborative – DP outlined that this group was meeting to consider rural economic growth and suggested that a non-public sector representative from the Collaborative be co-opted onto the SEP.

#### **Decision on the Recommendation/Action**

**It was agreed that the Collaborative be invited to nominate a non public sector representative to be co-opted onto the SEP.**

**NEXT MEETING: 16 DECEMBER 2015, 14.00-16.00, ADAM ROOM, JOHN MUIR HOUSE, HADDINGTON**