



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

**TUESDAY 9 FEBRUARY 2016
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON**

1a

Committee Members Present:

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

Council Officials Present:

Mrs A Leitch, Chief Executive
Mr A McCrorie, Depute Chief Executive (Resources and People Services)
Ms M Patterson, Depute Chief Executive (Partnerships and Community Services)
and Monitoring Officer
Mr J Lamond, Head of Council Resources
Mr D Proudfoot, Acting Head of Development
Mr M Murphy, Senior Operational Manager (Adult Wellbeing)
Ms S Saunders, Head of Children's Wellbeing
Mr T Shearer, Head of Communities and Partnerships
Mr K Christie, Service Manager – Revenues
Mr J Cunningham, Service Manager – Benefits
Ms S Fortune, Service Manager – Business Manager
Ms M Ferguson, Service Manager – Legal and Procurement
Ms J Mackay, Media Manager
Mr J Nisbet, UNISON Branch Officer
Ms E Shaw, Corporate Finance Manager
Mr P Vestri, Service Manager – Corporate Policy and Improvement

Visitors Present:

None

Clerk:

Mrs L Gillingwater

Apologies:

None

1. COUNCIL FINANCIAL STRATEGY 2016/17 TO 2018/19

A report was submitted by the Depute Chief Executive (Resources and People Services) outlining the Financial Strategy of the Council, which provided the financial context for Councillors in preparing their budgets for the period 2016–19.

The Head of Council Resources, Jim Lamond, presented the report, advising that the Strategy provided financial management guidance for both the Housing Revenue and General Services Accounts and established various parameters within which political groups had been asked to prepare their budget proposals.

As regards the General Services budget, Mr Lamond advised that East Lothian's share of the Revenue Support Grant (RSG) had been reduced by £4.4 million (2.6%), and that this was conditional on the Council accepting the delivery of a package of Scottish Government policy objectives, failure of which would result in a further reduction in funding of £7.8 million. He reported that a programme of transformational change was required to be undertaken in order to balance future budgets. He also set out the position as regards reserves, setting out his recommendations for earmarked reserves and noting that any further available reserves should be transferred to the Cost Reduction Fund or to the Capital Fund.

He highlighted the key aspects of the Strategy in relation to the Housing Revenue Account (HRA): ensuring the capital programme would be sustainable and affordable through the proposed rent and revenue spending levels; continuing to meet the requirements of the Scottish Housing Quality Standards; responding to the challenges arising from the recent and proposed UK Benefit reforms; ensuring rent arrears would be kept to a minimum; staying within the recommended upper limit for the ratio of debt to overall income of 40%; and maintaining a minimum reserve/balance on the HRA of £1 million.

In response to a question from Councillor Currie as regards the Scottish Government grant, Mr Lamond advised that the amount of funding awarded to the Council for its share of the integration of health and social care was similar to the amount of grant funding lost; however, there were conditions as to how this money could be used, and it could not be diverted to fund other services. Mr Lamond also noted that some assurances had been given within the terms of the settlement that funding of the Integration Fund would be recurrent.

Councillor Berry raised a number of questions, in relation to efficiency savings and reducing spending commitments. Mr Lamond explained that the vast majority of staff savings would be based on the base budget, through posts which were deleted or which had not been filled. He added it was highly likely that there would be a reduction in local authority funding in real terms over the coming years. He also noted that political uncertainty posed a risk. On the question of ring-fenced funding, Mr Lamond advised that there was no longer any formal ring-fencing, although the Council did have a number of statutory obligations to meet.

Councillor McLeod asked how the Council had performed in relation to its debt-to-income ratio limits. Mr Lamond reported that the figure was currently just below 30%; however, he anticipated it would be close to 40% by the end of the planning period.

Responding to a question from Councillor Hampshire in relation to achieving further efficiencies, Mr Lamond confirmed that both the Administration and SNP Group had produced balanced budget proposals. He indicated that should the Council's financial situation get worse, the Council may need to consider adopting measures which were not included in the proposals.

Councillor Goodfellow asked if increases to pay and pension contributions had been included in the Scottish Government settlement. Mr Lamond informed Members that there

had been no direct funding for these increases and that the Council would have to accommodate them. Councillor Goodfellow also asked about the level at which teacher numbers would be calculated. Mr Lamond advised that he could not answer the question as further information was required, but noted that if the overall ratio was not satisfied at the national level, teacher numbers within individual local authorities would be looked at, and those who did not satisfy the ratio would be penalised.

On the management of staff vacancies, raised by Councillor MacKenzie, Mr Lamond stated that managers had been applying spending constraints, but that there would be increasing pressures on sustaining this position in the medium/long term, as many staff were now working at full or beyond capacity. He did point out, however, that the Council's obligations were still being met.

Councillor McMillan drew attention to the views of the Council's external auditors, who had commended the Council's performance as regards governance, leadership, decision-making, providing value for money and using resources effectively, among others. He commended the proposed strategy.

Councillor Akhtar expressed concern at the challenges facing local authorities in terms of capital and revenue grant funding and highlighted the investment needed in East Lothian's schools as a result of the increasing population in the county.

Councillor Currie indicated that the cuts in funding had come from the UK Government, making it difficult for the Scottish Government to balance its budget, and he criticised the Administration for failing to take account of this. His comments were supported by Councillor McAllister, who added that the Scottish Government was continuing to provide free personal care, free university tuition fees and had mitigated the effect of the spare room subsidy. He remarked that a one-year Scottish Government settlement had been made on the basis of forthcoming changes to the Council Tax system.

Councillor Berry commented that it was important for councils to change how they worked in order to meet future challenges. He stated that the financial situation would not improve and that the Council needed to look at 'the bigger picture'. He agreed with previous comments that the Scottish Government did not treat local government as a partner, and that local government needed more control in order to develop solutions to the problems.

Decision

The Council agreed:

- i. to approve the Financial Strategy, attached as Appendix 1 to the report;
- ii. that, as part of presenting their budget proposals, each Group of Councillors had been recommended to:
 - Develop a sustainable General Services budget avoiding the use of reserves in Year 3 (2018/19);
 - Develop General Services Capital Plans, which sought to minimise net borrowing requirements and were considered affordable both in terms of prudential limits and within the three-year revenue budget;
 - Adopt the recommended levels for earmarked reserves, as detailed in the Financial Strategy Statement;
 - Transfer any further additional reserves at the end of 2015/16 to either the General Services Capital Fund or the Cost Reduction Fund, with any balance on the Capital Fund to be used in future years to directly fund capital expenditure or defray capital charges;

- Prepare balanced budget proposals for General Services taking into account a freeze in the level of Council Tax for Year 1 and the related estimates of Scottish Government Grant and other funding;
- Retain within the HRA, at least £1.0 million of reserves as protection against unexpected costs or loss of income;
- Maintain the ratio of debt charges to income within the HRA to below 40%; and
- Propose an appropriate rent increase to support the HRA revenue and capital budget proposals.

2. COUNCIL TAX 2016/17

A report was submitted by the Depute Chief Executive (Resources and People Services) setting the Council Tax charges for the 2016/17 tax year.

The Head of Council Resources, Jim Lamond, spoke to the report, advising that the settlement package from the Scottish Government had not been announced until 26 January; that the Council's share of the Revenue Support Grant had been reduced by £4.4m, or 2.6%; and that the full funding package was conditional on the Council delivering a Council Tax freeze for 2016/17, protection of teacher numbers, and the establishment of an Integration Fund. He advised that councils had been given a deadline of 9 February to confirm acceptance of the package, reiterating that if the Council did not accept it, it would stand to lose a further £7.8m (the equivalent of a Council Tax increase of 17%). He announced that both the Administration and SNP Groups had indicated their intention to accept the conditional settlement package, thereby applying a freeze on Council Tax for 2016/17. Mr Lamond also proposed that the early payment discount scheme should cease and that a 10% discount should continue to be applied in respect of second homes. He drew attention to the framework in place as regards long-term empty dwellings. It was noted that the Council Leader would be required to respond to the Depute First Minister by the close of business on 9 February confirming acceptance of the grant settlement.

Councillor Berry asked why the 10% discount for second homes should continue to be applied. Mr Lamond advised that the 10% discount was the minimum discount that could be applied; he undertook to advise Members as to the value of that discount in East Lothian.

Councillor Berry remarked that the framework for empty properties was confusing and should be simplified, and he suggested that the Council should be able to levy a Council Tax surcharge on second homes.

As regards the Council Tax freeze, Councillor Currie reminded Members that this was a policy that all councillors had supported.

Councillor Veitch welcomed the Council Tax freeze, but noted that the local government framework required reform in order that councils could have more autonomy and control over the services they provide.

Councillor Innes remarked that there was a difference between 'supporting' the freeze and 'accepting' it. Referring to the requirement for him to write to the Depute First Minister accepting the settlement, he proposed that the letter should also set out the Council's reservations in relation to accepting the conditions on the Council Tax freeze, teacher numbers, the Integration Fund, existing pressures and capital funds. He asked the Council to accept the inclusion of these concerns in the letter.

Opposition Members expressed concern about this proposed amendment, on the basis that there was insufficient time for Members to consider the wording. Councillor Currie also

believed that the inclusion of these reservations was not constructive, and that the letter should focus on whether or not the Council was accepting the settlement.

The Chief Executive pointed out that it was for the Council Leader to respond on behalf of the Council, having taken account of the views of Members at this meeting. Councillor Currie indicated that the SNP Group would approve the acceptance of the settlement but not the inclusion of the reservations.

Councillor Berry agreed with a proposal put forward by the Provost as regards sending a separate letter to the Depute First Minister outlining the Council's concerns.

Councillor Innes maintained that alerting the Depute First Minister to the Council's reservations in the letter was a legitimate position to take, and moved that the letter should outline the reservations, as set out above. His proposed amendment was seconded by Councillor Hampshire. Councillor Berry registered his dissent as regards this proposal.

The Provost moved to the vote on the amendment, as proposed by Councillor Innes and seconded by Councillor Hampshire, to outline in the letter to the Depute First Minister accepting the settlement, reservations in relation to the Council Tax freeze, protection of teacher numbers, the Integration Fund, existing pressures and capital funds.

For: 13
Against: 1
Abstentions: 8

The amendment was therefore carried.

Decision

The Council agreed:

- i. to approve the Council Tax charges for 2016/17 as listed at Section 3.5 of the report;
- ii. that the Council Tax second home and long-term empty property discount should remain at 10%; and
- iii. that the letter from the Council Leader to the Depute First Minister accepting the settlement offered by the Scottish Government should also highlight the Council's reservations in respect of the Council Tax freeze, protection of teacher numbers, the Integration Fund, existing pressures and capital funds.

3. PROPOSALS TO INCREASE COUNCIL HOUSE RENTS: CONSULTATION EXERCISE

A report was submitted by the Depute Chief Executive (Partnerships and Community Services) outlining the results of the consultation exercise on the proposals to increase Council House rents in 2016/17, and outlining the key aspects of the consultation process.

The Head of Communities and Partnerships, Tom Shearer, presented the report, explaining that the Council had a statutory obligation to consult with all tenants when making proposals to increase rent levels. He drew attention to the work undertaken by the project group and to the outcome of the consultation, advising that 1192 responses had been received, representing a return rate of 14% of all letters issued, a 5% increase on the previous year.

In response to a question by Councillor Currie as regards the inclusion of a question on the transfer of funds from the Housing Revenue Account to the General Services budget, Mr Shearer advised that this had not been considered. He added that the content of the questions had been agreed with tenant representatives prior to the consultation being issued.

As regards the consultation on age categories, Mr Shearer noted that this question was a representation of the age range of respondents, not of occupants.

Councillor Currie thanked tenants for their consultation responses and paid tribute to the work done by ELTRP. His comments were echoed by Councillor Hampshire, who highlighted the positive relationship between the Council and tenants. He also advised of efforts to engage with younger tenants.

Councillor Berry also shared the views expressed but warned that the Council did not have enough homes, which was a concern for young people.

Decision

The Council agreed:

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

4. RENT PROPOSALS 2016/17 – 2020/21

(a) Presentation by the Administration

Councillor Hampshire presented the Administration's Housing budget to the Council. He thanked officers and East Lothian Tenants and Residents Panel (ELTRP) representatives for their advice and support in developing the proposals. He spoke of the progress made by the Council's Housing and Property Maintenance Teams towards achieving the Scottish Quality Housing Standard and also the new system in place to complete a stock modernisation programme. He also noted that the Administration was proposing to invest £60.5 million in the modernisation and extensions programme over the next five years, which would see the completion of 440 new kitchens and 475 new bathrooms. He stated that the Administration would continue to invest in new affordable housing across East Lothian, as well as working with other providers to deliver a range of options for affordable housing.

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

The Administration proposals were seconded by Councillor Day.

(b) Presentation by the SNP Group

Councillor Currie presented the SNP Group housing budget to the Council. Criticising the Administration for failing to build a sufficient number of houses, he announced that the SNP was proposing investment of £48 million in new houses and £60 million to modernise existing stock. He proposed that the Council should be permitted to exceed the 40% debt-to-income ratio in order to address the housing crisis. He also noted that, under the SNP proposals, 2016/17 would be the final year of the transfer of funds from the HRA to General Services; this would allow for housing inspectors to be appointed from 2017.

The SNP Group proposals were seconded by Councillor McLeod.

(c) Debate and Decision

Following the presentations, the Provost opened the matter for debate.

Councillor Goodfellow observed that the SNP proposals included the removal of the policy of funding house extensions. He spoke in favour of this policy on the basis that there was a shortage of four-bedroom properties in East Lothian, and extending the homes of families experiencing overcrowding would allow them to remain within their communities. He remarked that the budgets were identical as regards the delivery of new affordable housing, but pointed out that without considering different methods of delivery, e.g. working with housing associations, it would not be possible to achieve the delivery of these homes within the approved debt-to-income ratio of 40%.

Councillor Berry commented that building extensions did not provide value for money, nor were they always feasible. He spoke in favour of the SNP budget, arguing that by transferring less from the HRA to General Services the debt charges would be lower and therefore there would be more money available.

Councillor Innes retorted that the high number of extensions carried out in the private sector reflected their value and popularity. He also reminded Members that the previous SNP/Liberal Democrat Administration had campaigned for the transfer of funds from the HRA to the General Services budget, and that the current Administration was now proposing to end this transfer.

Summing up, Councillor Currie highlighted the current under-spend in the house extension fund. He stated that the choice of the SNP Group was to build more houses, and called for a discussion of the debt-to-income ratio to allow the Council to achieve this. He referred to the transfer of funds from the HRA to the General Services budget in previous years, noting that the Administration had had the opportunity to remove this transfer but had not done so. He called on Members to support the SNP rent proposals.

Councillor Hampshire summed up for the Administration, claiming that the previous Administration had inherited the approved housing plans of the pre-2007 Labour Administration, and that no additional houses had been added to that plan. He declared that the Administration would deliver additional homes.

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

The HRA budget proposals of the SNP Group for 2016/17 to 2020/21 were put to the vote.

For:	8
Against:	13
Abstentions:	1

The SNP Group's proposals therefore fell.

The HRA budget proposals of the Administration for 2016/17 to 2020/21 were put to the vote.

For:	13
Against:	8
Abstentions:	1

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

Decision

The Council agreed to approve the rent proposals as presented by the Administration and increase Council house rent levels by 5% in 2016/17.

5. COUNCIL TAX PROPOSALS 2016/17 to 2018/19

(a) Presentation by the Administration

Councillor Innes presented the Administration's budget proposals, thanking Mr Lamond and his Finance staff for their assistance during the process. He expressed concern that the Council would be receiving less funding from the Scottish Government for 2015/16 than it had done for the current year, and that pay and pension increases would not be funded by the Scottish Government. Councillor Innes advised that the Administration was proposing a modest increase in the use of reserves, with a 3% Council Tax increase in Years 2 and 3. He also reiterated that the practice of transferring funds from the HRA to General Services would cease. He noted that £100,000 would be devolved to each Area Partnership to develop, in conjunction with schools, initiatives to benefit pupils, and that jobs and services would be protected. He criticised the SNP Group's budget proposals, which, he argued, could not be delivered without the loss of many Council jobs.

The Administration proposals were seconded by Councillor Veitch, who echoed Councillor Innes' concerns as regards the financial settlement. As Transport Spokesperson, he paid tribute to the work of the Roads and Transportation teams, and went on to draw attention to the following proposals:

- £1.5 million investment in town centre regeneration and economic development
- £10 million investment in Dunbar Grammar School
- an allocation of £600,000 to improve car parking
- £16 million over three years to improve the road network
- ongoing investment in the Council's supported bus services
- £1 million allocated to the proposed rail halt at East Linton

(b) Presentation by the SNP Group

After thanking Finance and support staff for their assistance during the process, Councillor Currie set out the budget proposals of the SNP Group, as follows:

- a Council Tax freeze for 2016/17, and 3% increases in 2017/18 and 2018/19
- the use of reserves to support the budget in Years 1 and 2
- partnership working with other councils and public services
- a 9% increase in funding to primary schools over three years (£3 million)
- a 6% increase in funding to secondary schools over three years (£2.2 million)
- £100,000 per year for each of the school clusters
- protection of pre-school education, childcare and additional support for learning
- additional investment in social care services: £2.5 million extra for the elderly and disabled in 2016, and £585,000 extra over three years for children's services
- introduction of the living wage for social care workers from April 2016
- additional investment of 9% over three years in economic development, including high street rent incentives for young people and funding for town centre regeneration

- £1 million investment in partnership funding and an increase of funding to town community councils
- protection of community development, arts, museums and music services, and library services
- support of £50,000 per year for the East Lothian Foodbank
- capital investment in care homes, museums, sports halls and community centres
- removal of coastal car parking charges and an expansion of community warden services to enforce traffic regulation.

In moving his budget, Councillor Currie stated that the SNP Group would support vulnerable people in the community alongside investing in services.

The SNP Group proposals were seconded by Councillor MacKenzie, who focused on the proposed investment in education and children's services, including funding for an additional psychologist, an extra £40,000 for Support from the Start and investment in positive destinations for school leavers. He also highlighted proposed funding for day centre committees. He voiced concern that the Administration was proposing to reduce funding for local policing.

(c) Debate and Decision

Following the presentations, a full debate took place.

Councillor Day, Spokesperson for Community Wellbeing, drew attention to recent improvements in sports facilities, including the upgrading of pitches, investment in tennis courts and development of local sports clubs, noting that 40% of school pupils were now participating in the Active Schools programme. As regards the library service, Councillor Day pointed out that with the integration of customer services into libraries, community hubs had been created, and announced a proposal to share mobile library services with neighbouring authorities. Members were advised of the success of the arts and museums service and the range of projects and courses on offer within the community learning and development service. On the funding of local policing, Councillor Day referred to the increase in funding to Police Scotland and suggested that, in light of this, it was reasonable for the Council to re-prioritise its funding of these services. He assured Members that the strong working relationship between the Council and the Police would continue.

On adult social care services, Councillor Grant noted that this component of the budget would transfer to the Integration Joint Board in April 2016. He announced that £3.8 million would be invested to support social care, direct payments and new legislative commitments. He also noted the increased investment in day centres. Councillor Grant advised that in order to achieve the required level of savings, services would be redesigned and commissioned services would be retendered. He stated that the Administration's proposals were realistic and achievable, and expressed his disappointment at the way the Scottish Government had handled the local government financial settlement.

Councillor Akhtar expressed concern at the reduction in funding to local government, and criticised the SNP Group's proposals to reduce Council staff numbers, noting that this proposal would have an adverse effect on frontline services. She highlighted a number of proposed investments by the Administration, including £600,000 in Area Partnerships, continued investment of £150,000 for school-based counselling services, £100,000 funding for the Construction Academy, and capital investment in schools of £36 million. She paid tribute to the work of Council staff.

Councillor McMillan focused on the Administration's record on and proposals for economic development and tourism. He drew particular attention to the work being developed by Area

Managers, proposals for the expansion of rural broadband and the core path network, the establishment of the Construction Academy and the creation of business premises in Haddington and Prestonpans, as well as the Council's involvement in the Edinburgh City Region Deal, Innovation Park and Queen Margaret University.

Drawing comparisons between the budgets presented, Councillor Berry declared that he would not be supporting either budget on the basis that they were flawed. He suggested that the Council was not looking at how it conducted its business, noting that there were omissions as regards shared services and income generation, and remarked that a number of the proposals were unrealistic.

Councillor Hampshire reported that due to sound financial decisions made over the past four years, the Council now had usable reserves. He drew attention to pressures on Council services, particularly as regards the planning service, which had experienced a significant increase in its workload as a result of the Local Development Plan process, and the waste management service, noting that the Council was now recycling around 57% of its waste. He argued that the SNP Group's budget could not be delivered without cuts to services, and called on Members to support the Administration's budget.

Councillor Brown pointed out that that between 2010 and 2020, the Scottish Government would experience a 12.5% reduction in funding. He claimed that the SNP Group's budget would protect the most vulnerable people in society, and welcomed the proposal to introduce the living wage to workers in the social care sector. He voiced concern at the Administration's proposal to reduce funding to Police services.

Councillor McAllister promoted the SNP Group's proposals as regards library services and a new care home in Musselburgh, as well as the need to complete the regeneration of Musselburgh town centre. He commented that the SNP budget would nurture a fairer, more benevolent society.

Councillor Goodfellow remarked that as a result of the previous Administration's decisions, the Council was having to use reserves to protect frontline services. He expressed concern at SNP proposals to reduce staff numbers, and also at their proposals to direct resources at towns, given that 50% of the county's residents lived outwith the towns. His comments on staffing were echoed by Councillor McNeil, who spoke of the value of the Council's employees.

Summing up for the SNP Group, Councillor Currie condemned the Labour Group for criticising the Scottish Government but not the UK Government as regards the cuts to local government funding. He raised concerns about the Administration's proposed reductions in adult social care funding, remarking that the savings would need to be met through a reduction in frontline staff. On coastal car parking charges, Councillor Currie pointed out that the Council was losing money, and declared that a future SNP administration would reverse this policy. On savings through staff reductions proposed in his budget, he stated that there would be a reduction of approximately 120 posts over three years. He called on the Council to support the SNP Group budget.

Councillor Innes summed up for the Administration, claiming that the SNP Group had not listened to the advice and views of the Head of Council Resources. He accepted that the Administration was having to take difficult decisions, but that £15 million of efficiency savings had been realised. He noted that customer satisfaction of Council services remained high in spite of the challenges, and that in a number of areas the Council was leading the way for Scottish local authorities. He criticised the spending record of the previous Administration, noting that the current Administration was making responsible decisions in order to protect frontline services. He urged Members to support the Administration's budget.

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

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

For: 7
Against: 13
Abstention: 2

The SNP Group’s proposals therefore fell.

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

For: 13
Against: 7
Abstention: 2

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

Decision

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

Signed

Provost Ludovic Broun-Lindsay
Convener of the Council



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

**TUESDAY 23 FEBRUARY 2016
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON**

1b

Committee Members Present:

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

Council Officials Present:

Mrs A Leitch, Chief Executive
Mr A McCrorie, Depute Chief Executive (Resources and People Services)
Ms M Patterson, Depute Chief Executive (Partnerships and Community Services)
Mr D Small, Director of East Lothian Health & Social Care Partnership
Mr J Lamond, Head of Council Resources
Mr D Proudfoot, Head of Development
Mr T Shearer, Head of Communities and Partnerships
Ms F Duncan, Service Manager – Criminal Justice and Acting Chief Social Work Officer
Ms M Ferguson, Service Manager – Legal and Procurement
Mr I McFarlane, Service Manager, Planning
Ms L Shaw, Corporate Finance Manager
Mr P Vestri, Service Manager – Corporate Policy & Improvement
Ms Emma Padden, Solicitor
Ms C Lumsden, NHS

Visitors Present:

None

Clerk:

Ms J Totney

Apologies:

Councillor P McLennan
Councillor T Trotter

1. MINUTES FOR APPROVAL

The minutes of the Council meeting specified below were approved:

East Lothian Council – 15 December 2015

Matters Arising – In respect of the roads collaboration proposal, Councillor Berry advised that he and Councillor Currie had not yet received information regarding the financial savings that would be achieved through working collaboratively with other councils. In the absence of the Head of Infrastructure, Councillor Berry was agreeable to taking the matter off line.

2. MINUTES FOR NOTING

The minutes of the meeting specified below were noted:

East Lothian Partnership – 7 October 2015

Matters Arising – Regarding item 5: The East Lothian Plan Performance Report 2014/15, Councillor Currie enquired as to when this would be presented to Council for full discussion. The Chief Executive, Angela Leitch, indicated that this would not normally be presented to Council as it the collective responsibility of the partnership. However, she would look into Councillor Currie's request and respond to him directly.

3. TREASURY MANAGEMENT STRATEGY 2016/17 TO 2018/19

A report was submitted by the Depute Chief Executive (Resources and People Services) seeking approval of the Treasury Management and Investment Strategies for 2016/17 to 2018/19.

The Head of Council Resources, Jim Lamond, presented the report, advising that the treasury management function helps ensure that the Council has sufficient cash in the bank to meet its spending obligations. He explained that this involves arranging short and long term loans; making use of short and long term surpluses; the restructuring of existing debt, on occasion; ensuring that the revenue implications of the Council's capital spending decisions are both affordable and within certain prudential limits; and the approval of a treasury management strategy in advance of each financial year. He informed members that the report contains a summary of the most important elements of the strategy statement and that a full version of the strategy statement, which demonstrates compliance with the CIPFA Code of Practice, has been published in the Council's Members' Library Service.

Mr Lamond stated that all of the figures used in the report and supporting strategy reflect the budget decisions taken by Council on 9 February 2016. He informed Council that the report contains key information across the five year period from 2014/15 to 2018/19 and referred members to the relevant illustrative tables contained in the report. He advised that the report also summarises the Council's investment strategy statement detailing the approach the Council will take to minimise the risk to any investments and the range and type of investments which the Council will be permitted to use. He advised that the Council has no significant investments which reflect an under-borrowed position. He added that, due to relatively low interest rates, the Council is effectively funding its current activities from its own cash reserves and temporary short term borrowing, rather than investing any surplus cash. He stressed that any change to investment activity would prioritise security first, liquidity second, and then the return on investment. He reminded members about the treatment of loans to third parties within the range of permitted investments and provided details about the mid-year reporting arrangements that have been put in place.

Responding to several questions from Councillor Currie, Mr Lamond advised that loans to third parties are not part of the Public Works Loan Board as these are regarded as investments by the Council; explained the situation regarding the long term lending to ELHA; advised that, although it had been considered, there are no current plans for providing a lending facility to Enjoyleisure; and stressed that the Council's current loan portfolio is secured through fixed rate deals. Mr Lamond commented on the prolonged period of stable and low interest rates and indicated that potential slippage of capital projects could result in a higher cost for new borrowing in the future. By way of illustration, he indicated that an interest rate rise of half a percent would result in an additional liability of £1 million.

Councillor Currie raised the point that there are a number of major capital projects in the Council's approved capital plan for 2016/17 although no planning applications have been lodged or contracts put out to tender. He expressed concern that there is therefore the danger of further slippage.

Replying to questions from Councillors McLeod and Berry, Mr Lamond provided an explanation of the CIPFA Code treasury management indicators; spoke about meeting service objectives while providing a balanced budget; stated that the ratio of financing costs to revenue stream for general services has remained stable for a considerable time but is showing signs of increasing above previous levels; provided an explanation of under borrowing; and advised that revenue increases from council tax are integrated into the three year balanced budget.

Councillor Currie commented that he did not see the logic in using cash reserves at a time when interest rates for borrowing funds are low. He speculated about a future situation where the Council no longer has cash and therefore ends up borrowing funds at a higher rate of interest than is presently available. Regarding the HRA ratio, he suggested that future debate is required to establish if 40% is the correct ratio for East Lothian housing over the next five to ten years.

Mr Lamond reassured members that the Council and its advisers, Capita, are alert to the possibility of increased interest rates and are continually monitoring the situation.

Councillors Hampshire, Akhtar and Goodfellow all commented on the complexities of setting a treasury management strategy. Councillor Akhtar stated that a high number of capital projects have been delivered and that this is the correct strategy for the Council to take forward.

Councillor Innes thanked officers for the report and commented that the way the Council manages its finances is important for service delivery.

Decision

The Council agreed:

- i. to note the Treasury Management Strategy referenced in Sections 3.14 – 3.18 of the report;
- ii. to note the Investment Strategy referenced in Sections 3.19 – 3.20 of the report;
- iii. to approve authorised limits for external debt, as detailed in Section 3.13 of the report;
- iv. to approve operational boundaries for external debt, as detailed in Section 3.15 of the report;

- v. to approve the delegation of authority to the Head of Council Resources to effect movement between external borrowing and other long-term liabilities, as detailed in Section 3.16 of the report; and
- vi. to approve the detailed Treasury Management Strategy Statement, available in the Members' Library (Ref: 32/16, February 2016 Bulletin).

Sederunt: *Ms Shaw left the meeting.*

4. INTEGRATION JOINT BOARD STRATEGIC PLAN

A report was submitted by the Depute Chief Executive (Partnerships and Community Services) providing a synopsis of the East Lothian Integration Joint Board's consultation draft Strategic Plan for adult services, which identified key priorities, processes and timescales, including the process of consultation in line with Public Bodies (Joint Working) (Scotland) Act.

The Service Manager – Corporate Policy, Paolo Vestri, presented the report. He highlighted the key elements and priority actions and stated the commitment to refresh the extant Older People's Strategy.

In response to Councillor Berry, the Director of Health and Social Care Partnership, David Small, articulated that the strategic plan aims to shift resources from institutional care to long term care at home. He pointed out that the report contains condensed information and referred members to the second consultation working draft version of the strategic plan for full information.

Councillor Grant, Cabinet spokesperson for Health and Social Care, thanked officers for the report. He stated that the prime objective is to shift the balance of acute care away from hospitals and commented on the challenges faced with the budget setting process.

Councillor Currie commented that there are huge challenges ahead for health and social care and that that the strategy needs to deliver improved outcomes for the people of East Lothian as well as delivering financial savings. He expressed the desire to reach a point where the budgets for the local authority and health are aligned and stated that the budgets need to be adequate for the services being directed. He added his thanks to the work carried out by officers.

Councillor Berry indicated that he would have welcomed more debate on the integration of health and social care but endorsed the plan as the correct, although complex, way to proceed.

Councillor MacKenzie commended the work being done by community groups with regard to dementia and spoke about the importance of effectively involving and supporting our communities.

Councillor MacMillan was of the view that members have been well informed regarding the Joint Integration Board and stated that the strategic plan is aspirational. In addition, he highlighted the benefits detailed in the equalities impact assessment.

Councillor Innes commented that the strategic plan represents an extremely important way forward and that communities have an integral part to play in the success of the strategic plan.

Decision

The Council agreed:

- i. to approve the detail of the IJB's draft Strategic Plan for adult services in health and social care, its key priorities and timeframe for delivery;
- ii. to note that the Strategic Plan encompasses as a key priority a review and refresh of the extant Older People's Strategy;
- iii. to note that the Strategic Plan would be delivered within available resources, recognising the challenges and constraints on the budgets identified by East Lothian Council and by NHS Lothian for all delegated services;
- iv. to support the key ambition of the IJB to shift resources from acute services into community care and support within the lifetime of the Strategic Plan; and
- v. to note the process of 'directions' from the IJB to both East Lothian Council and NHS Lothian for delegated functions and services.

Sederunt: *Ms Lumsden left the meeting.*

5. RATIFICATION OF THE SESPLAN BUDGET 2016/17 AND AMENDMENTS TO THE SESPLAN CONSTITUTION

A report was submitted by the Depute Chief Executive (Partnerships and Community Services) seeking ratification of the decision of the South East Scotland Strategic Development Planning Authority (SESplan) Joint Committee to approve the SESplan operating budget for 2016/17 and amendments to the SESplan constitution.

The Service Manager, Planning, Iain McFarlane, presented the report, pointing out that there is a 5% reduction in the contribution from East Lothian Council in 2016/17. He also informed members that the SESplan Joint Committee can now approve the publication of Supplementary Guidance for consultation although the decision to adopt the Supplementary Guidance would still require ratification by member authorities. He added that this would improve speed and effectiveness.

Councillor Berry stated the need to work reasonably with other councils but expressed concerns that the model has some flaws.

Decision

The Council agreed to ratify the SESplan's operating budget for 2016/17 and the amendments to the SESplan constitution.

6. HOUSING LAND SUPPLY: INTERIM PLANNING GUIDANCE

A report was submitted by the Depute Chief Executive (Partnerships and Community Services) providing advice to the Council on how the Housing Land Supply: Interim Planning Guidance should be used in view of approval of the Council's Draft Local Development Plan (as amended) on 17 November 2015. The report also notified the Council of the effective housing land supply position in East Lothian based on the 2015 Housing Land Audit, including planning permissions approved for residential development since 31 March 2015. In view of the continued shortfall of effective housing land in East Lothian, approval was

sought for this updated Housing Land Supply: Interim Planning Guidance as containing material considerations to be taken into account when determining planning applications for housing development on land not allocated for that purpose by the East Lothian Local Plan 2008.

The Service Manager, Planning, Iain McFarlane, presented the report, highlighting the purpose and recommendations. He referred to the Draft Proposed Local Development Plan (LDP) (as amended) which was approved by Council on 17 November 2015 and informed members that the interim guidance would apply to planning applications for housing development between now and the process of the Draft Proposed LDP (as amended) being ratified. He added that the interim guidance should be regarded as a material consideration in the planning application process; that it is key that proposals for housing development would not prejudice the existing or emerging Development Plan allocations; that the approval of the Council's draft Proposed LDP (as amended) provided the Council's 'settled view' on the strategy and sites it wants to promote; that the final LDP will carry more weight as a result of the interim guidance; and while speculative applications will still be received, the interim guidance will provide the criteria against which to assess these applications for non-allocated housing sites.

Members debated the report at length and Mr McFarlane responded to questions from members throughout the debate.

Councillor Day asked about the Scottish Reporter's view of interim guidance.

Councillor Berry raised the issues of public transport provision; the process for the assessment of effective housing land supply; and the desire to design communities and not just build houses.

Councillor Currie enquired as to why this interim guidance is regarded as being more robust than the previous version and asked how many more houses had been brought forward since the issue of the last interim guidelines.

Councillor Grant enquired about the impact of capacity in schools on potential developments.

Councillor Goodfellow enquired about the interim nature of the guidance; if there was anything to stop the Scottish Reporter from completely disregarding the interim guidance; and how many times in the past had East Lothian Council challenged the decision of the Scottish Reporter. Mr McFarlane advised that there had been no challenges in his tenure and that any decision to do so would be based on reasonability, given that the Scottish Reporter can award costs to successful appellants.

Councillor Hampshire thanked officers for the report and commented that the Council has always allocated enough land for housing development. However, as developers often hold land as an asset, the Council does not have the power to make these allocated sites effective.

Councillor Currie acknowledged that there is not a lack of land supply but that there is a lack of developers wanting to build. He expressed concern at the lack of land specifically for affordable housing (small properties), and the likelihood that sites which have not been identified in the Proposed Draft LDP (as amended) will be approved for the building of large houses.

Decision

The Council agreed:

- i. to use the approved Draft Proposed Local Development Plan (as amended) as a material consideration that gives additional weight in favour of the 'general principle' of housing development on sites included within the Draft Proposed Local Development Plan (as amended) as it determines planning applications under the Housing Land Supply: Interim Planning Guidance. The approved Draft Proposed Local Development Plan (as amended) should be taken into account on a case-by-case basis with other material considerations as appropriate;
- ii. to approve the further strengthening of the principle established in (i) above as the Draft Proposed Local Development Plan (as amended) advances through its stages to adoption, using it as a significant material consideration in favour of proposals for housing development on sites that it proposes to allocate for housing development. This would be on the basis that it provides sufficient effective housing land, and provided no representations would affect an issue relevant to the determination of an application. This should be reflected at key stages including the approved Proposed Local Development Plan and the Proposed Local Development Plan (as modified) post-examination.
- iii. to approve the use of the guidance set out in the report and the factors set out in the Housing Land Supply: Interim Planning Guidance, attached at Appendix 1 to the report, as material considerations in the assessment of planning applications for housing against SDP Policy 7 where such proposals are made for land not allocated for this purpose by the East Lothian Local Plan 2008.

7. SUBMISSIONS TO THE MEMBERS' LIBRARY, 3 DECEMBER 2015 – 10 FEBRUARY 2016

A report was submitted by the Depute Chief Executive (Resources and People Services) advising Members of the reports submitted to the Members' Library since the last meeting of the Council.

Councillor McNeill asked about the plans to publicise the funds available for community celebrations in relation to item Ref: 13/16 entitled HM the Queen's 90th Birthday – The Patron's Lunch. The Head of Communities and Partnerships, Tom Shearer, advised that the six area partnerships had been allocated £1,000 each and would award the funds within their area. He stated that there would also be public promotions through community councils, tenants and residents associations and area partnership newsletters.

Decision

The Council agreed to note the reports submitted to the Members' Library Services between 3 December 2015 and 10 February 2016, as listed in Appendix 1 to the report.

Sederunt: *Councillor Forrest left the meeting.*

SUMMARY OF PROCEEDINGS – EXEMPT INFORMATION

The Council unanimously agreed to exclude the public from the following business containing exempt information by virtue of Paragraph 1 (information relating to a particular employee of the Authority) of Schedule 7A to the Local Government (Scotland) Act 1973.

Proposals for Post of Head of Adult Services/Chief Social Work Officer

A private report seeking approval of proposed changes to the posts of Head of Adult Services, Head of Children’s Wellbeing and Chief Social Work Officer was approved.

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REPORT TO: East Lothian Council
MEETING DATE: 26 April 2016
BY: Chief Executive
SUBJECT: Local Scrutiny Plan 2016/17

2

1 PURPOSE

- 1.1 To inform Council of Audit Scotland's East Lothian Council Local Scrutiny Plan 2016/17.

2 RECOMMENDATIONS

- 2.1 Council is asked to approve the Local Scrutiny Plan 2016/17.

3 BACKGROUND

- 3.1 Audit Scotland works closely with other local government inspectorates in a Local Area Network of local audit and inspection representatives. The Local Area Networks undertake a shared risk assessment process for all 32 local authorities, to identify targeted, risk-based scrutiny.
- 3.2 This process results in each council receiving a Local Scrutiny Plan which identifies the risk areas that the Local Area Network has identified as requiring scrutiny or where scrutiny is planned as part of a national programme.
- 3.3 The East Lothian Council's Local Scrutiny Plan 2016/17 (see Appendix 1) is in the same format as last year's plan. The Plan is based on a shared risk assessment undertaken by the Local Area Network drawing on a range of evidence from the scrutiny bodies represented on the Network.
- 3.4 The Council's Local Scrutiny Plan 2016/17 outlines progress that has been made over the last year in relation to the risks identified in last year's Plan and outlining any further monitoring it intends to undertake over the coming year. In summary:
- Financial challenges – “Over the past year the Council has made progress in improving its financial sustainability.. (and) .. It remains on

track with its financial strategy.” The Council’s external auditors will continue to monitor the council’s progress in managing its longer term financial position.

- ‘Progress has continued in establishing the East Lothian Health and Social Care Partnership.’ The major area of reform will continue to be monitored at a national level with no specific scrutiny activity at the East Lothian level.
- Whilst the Local Authority Network recognises that the education service’s “performance is improving” it also states that, “school attainment levels are still below expected levels.” So whilst there is no specific education scrutiny required at this time, Education Scotland will continue to monitor progress.
- The Plan recognises that “The council has made some improvements towards meeting the Scottish Housing Quality Standard and in managing its rents arrears over the last two years.” During 2016, the Scottish Housing Regulator will review the Council’s progress in managing rent arrears and will engage with the Council to better understand its approach to managing its assets and data accuracy.

3.5 The Council will be subject to a range of risk-based and nationally driven scrutiny activity during 2016/17. In addition, routine scheduled audit and inspection work will take place through the annual audit process and the ongoing inspection of school and care establishments by Education Scotland and the Care Inspectorate. This scrutiny activity is detailed in the appendix to the Local Scrutiny Plan.

4 POLICY IMPLICATIONS

4.1 The Local Scrutiny Plan 2016/17 provides the Council with the LAN’s assessment of areas of risk that will be subject to specific scrutiny activity. It recognises the Council’s on-going commitment to continuous improvement and developing self-evaluation. The Plan provides the Council with an indication of areas where the LAN expects improvement work to be targeted.

5 INTEGRATED IMPACT ASSESSMENT

5.1 An impact assessment has not been carried out on this report as it does not directly affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

6 RESOURCE IMPLICATIONS

6.1 Financial – none

6.2 Personnel – none

6.3 Other – none

7 BACKGROUND PAPERS

7.1 Appendix 1: East Lothian Council Local Scrutiny Plan 2016/17

AUTHOR'S NAME	Paolo Vestri
DESIGNATION	Service Manager: Corporate Policy and Improvement Manager
CONTACT INFO	pvestri@eastlothian.gov.uk Tel: 01620 827320
DATE	13 th April 2015

East Lothian Council

Local Scrutiny Plan

2016/17



March 2016

East Lothian Council

Local Scrutiny Plan 2016/17

Introduction

1. This local scrutiny plan sets out the planned scrutiny activity in East Lothian Council during 2016/17. The plan is based on a shared risk assessment undertaken by a local area network (LAN), comprising representatives of all the scrutiny bodies who engage with the council. The shared risk assessment process draws on a range of evidence with the aim of determining any scrutiny activity required and focusing this in the most proportionate way.
2. This plan does not identify or address all risks in the council. It covers only those risk areas that the LAN has identified as requiring scrutiny, or where scrutiny is planned as part of a national programme. Planned scrutiny activity across all councils in Scotland informs the National Scrutiny Plan for 2016/17, which is available on the Audit Scotland website.

Scrutiny risks

3. Last year's Local Scrutiny Plan covering the period 2015-16, highlighted the financial challenges facing the council. While no specific scrutiny was planned, the LAN continued to note concerns about the council's historic strategy of using reserves and its relatively high level of external debt. Over the past year, the council has made progress in improving its financial sustainability. The 2014/15 accounts reported a surplus of £6.3 million, with a total of £9.3 million transferred to reserves. The council has also set a balanced budget for 2015/16 and 2016/17. It remains on track with its financial strategy, reducing costs through a range of measures such as a voluntary early retirement scheme (VERS), devolved school management reviews and BuySmart reviews. In line with other local authorities, however, the council continues to face significant uncertainties and challenges over its financial position. KPMG, the council's external auditors, will continue to monitor the council's progress in managing its longer-term financial position.
4. Progress has continued in establishing the East Lothian Health and Social Care Partnership. This will become operational on 1 April 2016. In addition to the statutory requirement to integrate adult health and social care services, the Partnership will also oversee the commissioning of local children's health services and criminal justice social work services. A formal Integration Scheme was approved by the Scottish Government in 2015. A chief officer has been appointed and a shadow integration board established. A draft strategic plan has been developed, with a consultation exercise recently

completed. In line with most other integration authorities, agreement still needs to be reached on long-term budgets and developing specific proposals and targets for the redesign of local services. This major area of reform will be the subject on continuing monitoring from scrutiny partners. A second national audit is planned to be carried out in 2017 by Audit Scotland, which will assess the progress made by Integration Authorities.

5. The Care Inspectorate and Healthcare Improvement Scotland have been asked by the Scottish Government to undertake a joint review across Alcohol and Drug Partnerships to support the validation of Alcohol and Drug Partnerships and services' self-assessment of performance and progress of implementing the Quality Principles: Standard Expectations of Care and Support in Drug and Alcohol Services, within the Quality Improvement Framework. This work is planned to take place across all Alcohol and Drug Partnerships in Scotland during late 2015/16 or 2016/17. The purpose of this work will be to assess and support the effective implementation of the Quality Principles across Alcohol and Drug Partnerships and services. The exact dates for fieldwork in specific areas during this period are yet to be determined.
6. The LAN has identified no specific scrutiny risks in relation to the education service. School inspections show that curriculum for excellence is developing well within East Lothian. There is also a well-established history of effective joint working in East Lothian, under the leadership of the GIRFEC board and the Integrated Childrens Services Plan for 2013-17. However, while performance is improving, school attainment levels are still below expected levels. With significant changes in the leadership for education, there are some concerns about management capacity and maintaining the pace of improvement. The LAN has concluded that, while no specific education scrutiny is required at this time, it will be appropriate for Education Scotland to continue to monitor progress. In addition, as part of a national programme, a review of the Education Psychology Services is planned to be carried out during 2016/17.
7. In December 2014, the Accounts Commission concluded its review of Best Value and set out principles for a new approach to auditing Best Value. These principles include the need for more frequent assurance on Best Value across all 32 councils, integrating the audit processes, an increased emphasis on driving improvement, and a strong focus on the quality of service experienced by the public and the outcomes achieved.
8. The new approach will be rolled out from October 2016 but will continue to evolve. It will include assessment each year of aspects of Best Value as part of an integrated annual audit and a public report, (Controller of Audit report to the Accounts Commission) for each council at least once in a five year period, that will bring together an overall picture of the council drawn from a range of audit activity. The initial iteration of the rolling programme, which will be reviewed and refreshed annually in response to factors including the SRA, will be presented to the Accounts Commission in April 2016. The results of this current SRA will make a significant contribution to the audit intelligence

that will underpin the new approach, and inform the development of the initial programme.

9. 2016 is a transition year. This includes development of the intelligence about each council for the new approach and the handover to new audit appointments. While preparation for the new approach progresses, Best Value audit work will continue. But, appropriate elements of the new approach, such as reporting mechanisms, will also be tested in some councils.
10. To assess the risk to social landlord services, SHR has reviewed and compared the performance of all Scottish social landlords in order to identify the weakest performing landlords. We found that East Lothian Council is in the bottom quartile for all social landlords in relation to gross rent arrears, non-emergency repairs and reactive repairs completed right first time. It is also in the bottom quartile for tenant satisfaction with the standard of their home when moving in.
11. Council officials have assured us that they are aware of these areas of weaker performance and have a number of plans in place to improve future performance.
12. The council has made some improvements towards meeting the Scottish Housing Quality Standard (SHQS) and in managing its rent arrears over the last two years. However, it reported rent arrears which are 9.10 per cent of gross rent due as at 31 March 2015. The national average figure for 2014/15 is 5.29 per cent, so there is a need for further improvement. During 2016, SHR will review the council's progress in managing rent arrears and will engage with the council to better understand its approach to managing its assets and data accuracy.

Planned scrutiny activity

13. As shown in [Appendix 1](#), the council will be subject to a range of risk-based based and nationally driven scrutiny activity during 2015/16. For some of their scrutiny activity in 2015/16, scrutiny bodies are still to determine their work programmes which specific council areas they will cover. Where a council is to be involved, the relevant scrutiny body will confirm this with the council and the appropriate LAN lead.
14. In addition to specific work shown in [Appendix 1](#), routine, scheduled audit and inspection work will take place through the annual audit process and the ongoing inspection of school and care establishments by Education Scotland and the Care Inspectorate respectively. Audit Scotland will carry out a programme of [performance audits](#) during 2016/17 and individual audit and inspection agencies will continue to monitor developments in key areas of council activity and will provide support and challenge as appropriate. This will help to inform future assessment of scrutiny risk.
15. The Care Inspectorate will work together with partner regulatory agencies to continue to deliver a coordinated programme of joint scrutiny of community planning partnerships and integration joint boards. In respect of Children's Services, we plan to undertake six joint strategic inspections in the 2016/17 year. In respect of Adults' Services, we

continue to work with partner agencies to review the methodology of these joint inspections. Accordingly we plan to undertake three joint strategic inspections of Adults' Services in the 2016/17 year. As well as our joint strategic scrutiny programmes, we will be undertaking – or continuing – to review our approach to the joint review of strategic commissioning; review the validated self-assessment of alcohol and drug partnerships and undertake a variety of thematic programmes of work.

16. HMICS will continue to inspect local policing across Scotland during 2016/17 as part of its rolling work programme. These inspections will examine, amongst other things, local scrutiny and engagement between Police Scotland and councils. HMICS will identify and notify LAs and the local Policing Divisions to be inspected approximately three months prior to inspection.

March 2016

Appendix 1: Scrutiny plan

Scrutiny body	Scrutiny activity	Date
Audit Scotland	The new approach to Best Value will be rolled out from October 2016. The timing of Best Value work in councils under the initial iteration of the rolling programme will be presented to the Accounts Commission in April 2016.	The LAN will notify the council if any Best Value work is proposed during 2016/17 after the Accounts Commission meeting in April 2016
	Audit Scotland plans to undertake performance audit work in three areas covering local government during 2016/17. It will undertake a performance audit on early learning and childcare and a follow-up on audit on self-directed support. Audit Scotland will also carry out audit work on equal pay, but is still considering the focus and outputs of work in this area. Any engagement with councils is still to be determined. Details of future audit work are available on the Audit Scotland website here .	TBC
Care Inspectorate and Healthcare Improvement Scotland	Joint review of Alcohol and Drug Partnership to support validation of its self-assessment of performance and progress of implementing the <i>Quality Principles: Standard Expectations of Care and Support in Drug and Alcohol Services</i> , within the Quality Improvement Framework.	To be confirmed
Education Scotland	As part of a national programme, review of Education Psychology service.	March 2016
Her Majesty's Inspectorate of Constabulary (HMICS)	HMICS has yet to agree its programme of local policing inspections over the next year. These inspections will examine, amongst other things, local scrutiny and engagement between Police Scotland and councils.	TBC
Her Majesty's Fire Service Inspectorate (HMFSI)	Since 2014/15, HMFSI has been inspecting local fire and rescue arrangements across Scotland as part of a three year programme. East Lothian Council is not included in HMFSI's 2016/17 programme.	
Scottish Housing Regulator (SHR)	Review of housing arrears management, engagement on its approach to managing its assets and data accuracy.	2016, specific timetable to be confirmed.
	The Scottish Housing Regulator (SHR) will publish the findings of its thematic inquiry work completed during 2015-16. It will carry out further thematic inquiries during 2016-17.	TBC


	<p>SHR will review the Charter data submitted by landlords and carry out data accuracy visits during quarter 2.</p> <p>If the council is to be involved in a thematic inquiry or a data accuracy visit SHR will confirm this directly with the council and the LAN lead.</p>	Quarter 2
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East Lothian Council

Local Scrutiny Plan 2016/17

A summary of local government strategic scrutiny activity

This report is available in PDF and RTF formats,
along with a podcast summary at:
www.audit-scotland.gov.uk 

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REPORT TO: East Lothian Council

MEETING DATE: 26 April 2016

BY: Depute Chief Executive (Partnerships and Community Services)

3

SUBJECT: Partnership Working Update

1 PURPOSE

1.1 The purpose of this report is to provide Council with an update in relation to the following areas of partnership working across East Lothian and Midlothian Councils:

- Trading Standards
- Contingency Planning

2 RECOMMENDATIONS

2.1 Council is asked to:

- (i) note and approve the proposal for a co-located Trading Standards partnership service for East Lothian and Midlothian Councils.
- (ii) note and approve the initial sharing proposals in relation to Contingency Planning and note that an update report will be presented to the Joint Liaison Group after 6 months.

3 BACKGROUND

3.1 On 23 June 2015 Council received a Partnership Working Update report which included an update on the position of the previously agreed pilot for Environmental Health and Trading Standards, which, in paragraph 3.2 stated:-

“The experience of the pilot partnership, the external national context, and the outcome of substantial discussion with the staff in both Councils, indicates that joining together to form a single Trading Standards service can be regarded favourably. Accordingly, work is ongoing to examine practices with a view to recommending a move to a partnership service within the next six months.”

3.2 And at paragraph 3.3 noted that further consideration would be given regarding the existing Emergency Planning (Contingency Planning) arrangements.

3.3 In relation to Trading Standards a report to the Joint Liaison Group on 18 January 2016 advised that:

“The experience of the pilot partnership has demonstrated that there would be merit in moving to a permanent single service arrangement. The small size and limited capacity of each of the Councils’ teams suggest that continuation of the status quo would not be consistent with trying to develop an excellent level of services. This issue is recognised at national level, with Scottish Government clearly indicating that Councils should consider sharing of their trading standard services. A full assessment of the operational arrangements in both Councils shows that there are no significant impediments to integration. Similarly, consultations with existing staff and the trades unions have not revealed any matters which would prevent integration.

Accordingly, moving to a co-located single service has benefits for customers in terms of quality and consistency of service, for staff who will have greater opportunities for gaining wider experience and training, and for the Councils which will be able to provide the service more effectively and efficiently.”

3.4 At its meeting on 18 January 2016, the Joint Liaison Group, having heard from the two Chief Executives, endorsed the proposals to proceed with a single co-located service.

3.5 The co-located service will be based in Dalkeith with staff operating more flexibly from office locations in both East and Midlothian. The service will be managed by the current Midlothian Trading Standards Manager who will report to the relevant Head of Service at each Council.

3.6 The partnership arrangement for Trading Standards will be monitored by the Joint Liaison Group particularly in the context of national proposals. A review of partnership service will be undertaken after 2 years of operation.

3.7 In relation to Emergency Planning a report to the Joint Liaison Group on 18 January 2016 considered Contingency Planning Services and proposed the sharing of East Lothian’s Risk and Emergency Planning Manager for an initial 12 month period starting 1 April 2016.

3.8 Whilst the report noted the primary benefits of joint working relating to resilience and expertise and knowledge sharing it also noted the following:

- Greater resilience in the ability to respond to complex and/or prolonged emergencies, due to having more trained staff with cross-boundary responsibility
- Minimised duplication at regional liaison and co-ordination meetings;

- Streamlined systems for plan updates, emergency contact directories and communication methods and techniques;
 - Shared expertise to draw on best practice including rolling-out support staff initiatives, creating a combined pool of officers to act as advisors for each Councils strategic representatives;
 - Development of other mutual aid initiatives for emergency responses;
 - Increasing capacity for future specialisation, replacing the current generalisation of contingency planning officers' skills. This could be realised through, unifying existing training and plan development skills, e.g. for hazardous sites; outbreaks of human disease; pollution; animal health or emergency rest centres;
 - Staff development in a larger structure would offer improved personal development opportunities leading to improved retention and promotion opportunities
- 3.9 Furthermore, in recent times the support of the Council in responding to emergencies has increased partly due to the changing climate conditions and a greater expectation from communities that local authorities will have a role in responding to emergency situations. Additionally the sharing of resources enables a flexible approach to be adopted to take cognisance of the requirements of the two Councils.
- 3.10 The initial proposal in the report is that East Lothian Council's Risk and Emergency Planning Manager will spend up to 33.33% of his time supporting Midlothian Council over the first twelve month period to programme and manage the planned joint Contingency Planning functions, allowing information to be gathered to support and refine the arrangement in due course.
- 3.11 As a result Midlothian Council would pay 33.33% of the cost of the Risk and Contingency Planning Manager for the 12-month period from April 2016.
- 3.12 The purpose of the initial 12-month period is to provide service resilience for both Councils, while allowing the benefits of the arrangement between the Councils to be examined more closely and based on real time joint working arrangements and experience. The report further noted that an interim update report would be provided after 6 months by the two Councils to the Joint Liaison Group.
- 3.13 The Joint Liaison Group, having heard from the two Chief Executives, at their meeting on the 18 January 2016, endorsed the proposals for an initial sharing of East Lothian's Risk and Emergency Planning Manager for a 12-month period with an update report due following the first 6 months of operation.
- 3.14 This report updates members on specific partnership working activities being progressed across council services in Midlothian and East Lothian. A principle which has been followed in all of these deliberations has been

to seek opportunities which will enhance the quality of service delivery and/or allow service delivery levels to be sustained in the light of current and future budget reductions.

4 POLICY IMPLICATIONS

- 4.1 Continuing to explore partnership working arrangements ensures that services are provided in accordance with best value principles as effectively and efficiently as possible. A pre-requisite to any partnering arrangement is that the Council’s resilience in these areas at least should be maintained and, if possible, should be improved.

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – Whilst the Partnership Working proposal updates noted in this report will be progressed within the existing resource plans across both Councils there is an additional cost associated with sharing East Lothian’s Risk and Emergency Planning Manager for Midlothian as noted in 3.5.

- 6.2 Personnel – Implications for Trading Standards staff are as set out in Section 3.5. These have been discussed and agreed with staff and trade unions.

Implications for Contingency and Emergency planning are as set out in Sections 3.10 and 3.13. These implications will be closely monitored to ensure that this Council’s exposure to risk is not compromised in any way as a consequence of the partnering arrangements.

- 6.3 Other - None

7 BACKGROUND PAPERS

- 7.1 None

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DATE	05 April 2016

REPORT TO: East Lothian Council

MEETING DATE: 26 April 2016

BY: Depute Chief Executive (Partnerships and Community Services)

SUBJECT: Area Partnerships – Update and Devolved Budget

4

1 PURPOSE

- 1.1 To provide Council with an update on progress made by the six Area Partnerships, illustrating the progress made in developing Area Plans and the decisions made in relation to devolved budgets in 2015/16.
- 1.2 To present Council with the proposal for further devolution of funding to Area Partnerships in 2016/17.

2 RECOMMENDATIONS

- 2.1 That Members note the good progress in developing the six Area Partnerships;
- 2.2 That Members note the range of projects that devolved funding has been used to deliver;
- 2.3 That Members approve the proposal for devolving £100,000 to each of the six Area Partnerships to support educational initiatives that contribute to improving educational attainment and achievement and reduce the attainment gap (Sections 3.9 – 3.12).

3 BACKGROUND

- 3.1 The Council took the decision to establish six Area Partnerships in November 2013 in furtherance of the Council Plan commitments to *“give people a real say in the decisions that matter most”* and *“to ensuring that communities are empowered to develop strategies and Local Community Plans tailored to their needs and that decision making is devolved to the most appropriate local level.”*

- 3.2 Six Area Partnerships were set up between February 2014 and June 2014 and quickly became established. They are continuing to evolve new ways of working, moving forward with the guidance of four Area Managers and independent Community Chairs. The last year of activity for the Area Partnerships has focused on producing community-led Area Plans and allocating the devolved budgets provided from the 2015/16 Council budget. All Partnerships have held annual public meetings which were used as opportunities to engage with the wider public on the development of priorities for action in the Area Plans and to promote the Area Partnerships and publicise their work.
- 3.3 All Partnerships now have independent Chairs and Vice-Chairs in place with the exception of North Berwick Coastal Area Partnership which opted to have Co-Chairs. The Chairs were appointed from a range of community members and groups with some having been involved in Area Partnerships from the outset and others being new to the process. The Chairs have been offered support from Council staff to assist with the development of their role. This has included an Induction evening in August 2015 and a reception event in January 2016 offering the Council Management Team an opportunity to meet the Chairs. They have also participated in other Council decision-making processes, including forming a panel consulted on recruitment of the Head of Adult Wellbeing. Area Partnerships are part of the structure of the East Lothian Partnership and their progress and Actions Plans are reported to the Safe and Vibrant Communities Partnership, most recently on 17 March 2016.
- 3.4 The Council appointed four Area Managers who are driving forward Area Partnership priorities in each area that are having a significant impact in improving the physical environment for local communities, and improving partnership working by instigating the formation of working groups and professional networks. They are further embedding East Lothian Council's commitment to devolving budgets and decision making to a local level through the Area Plans.
- 3.5 The six Area Partnerships are at different stages of producing their Area Plans:
- Musselburgh Area Plan has been adopted by the Area Partnership
 - Fa'side Partnership's Area Plan is well developed and further local engagement is about to take place ensuring the content is reflective of the community needs.
 - The Preston/Seton/ Gosford and North Berwick Coastal Partnerships have draft plans which are being further refined and prioritised. The draft plans are fully inclusive of the actions gathered from a Preston/Seton/Gosford public workshop and the North Berwick Coastal Partnership's "3 wishes" exercise.
 - Haddington & Lammermuir and Dunbar & East Linton Area Partnerships have agreed priorities and actions that are being further refined.

- 3.6 The report to Council (December 2014) set out the basis for the allocation of devolved funding across the six Area Partnerships. This funding came from three streams:
- £600,000 for services provided by the Council's Amenities Services
 - £300,000 for roads capital expenditure
 - £350,000 for non-recurring general services priorities from the Council's general services reserves in 2015/16.
- 3.7 Appendix 1 provides a summary of the projects and initiatives that were funded and supported by Area Partnerships in 2015/16. These included:
- Traffic calming measures
 - Improvements to paths and cycleways and public spaces
 - Initiatives to support and encourage 'Active Travel'
 - Investment in improving public buildings and venues
 - Development of county-wide rural broadband provision being led by Haddington & Lammermuir Area Partnership
 - Facilities and activities for young people such as skateparks and motorcycle projects
 - Older people's network to support dementia friendly activities in North Berwick.
 - Educational activity and counselling services around drug and alcohol misuse.
- 3.8 The 2016/17 – 2018/19 budget agreed by the Council on 9 February 2016 devolves a total of £1.85 million to the Area Partnerships, comprised of:
- £600,000 for services provided by the Council's Amenities Services
 - £300,000 for roads capital expenditure
 - £350,000 for non-recurring general services priorities now included within the Community Partnerships budget ('mainstreaming' the £350,000 which had been allocated from reserves in 2015/16)
 - a new allocation of £600,000 (also included in the base budget) to support 'educational initiatives'.

It should be noted that the new allocation of £600,000 has not been top-sliced or vired from the Education service or school budgets, but is new funding. It is proposed that this funding be apportioned equally (£100,000 each) to the six Area Partnerships/school clusters. The funding should be used by Area Partnerships, working in partnership with schools and the wider learning community in the area and using the intelligence from their Area Profiles, to

address the root causes of poor attainment, improve children and young people's preparedness to learn and improve their resilience. This funding has been devolved to Area Partnerships to support them and the schools in their cluster area to support innovative and creative initiatives that contribute to improving attainment and achievement, reducing inequalities and reducing the attainment gap. It need not be restricted to supporting school-age based initiatives but should be seen in the prevention and early intervention context as potentially supporting early year/ pre-school, post-school and inter-generational initiatives that can be seen to contribute to the aims of this funding stream.

3.9 Area Partnerships have already identified and supported initiatives that address these issues and provide examples of the type of innovative approaches it is envisaged would be supported through the new funding. For example:

- Dunbar & East Linton Area Partnership in partnership with pupils from the Grammar School are working on a range of projects such as after school study cafe and more frequent out of school gym times.
- Musselburgh Area Partnership initiated the Attendance Matters campaign, is supporting the 'Reading is Braw' initiative which promotes reading and aims to improve reading ability of children of all ages, and is supporting work to increase opportunities for young people to achieve accredited awards outside of the School Curriculum.
- Several Area Partnerships have supported health improvement projects aimed at young people such as educational talks to Knox Academy pupils on alcohol and drugs misuse and offering non-judgemental support to those who seek it; support for active travel / On the Move initiatives including safer routes to schools which will support and encourage young people to walk or cycle to school; North Berwick Coastal Area Partnership and the North Berwick Area Children and Youth Network have been exploring the development of a mental health pathway for pupils.
- The Fa'side Area Partnership is supporting the 'Raising Teens with Confidence' project in Ross High School.
- North Berwick Coastal Area Partnership has provided funding to the North Berwick Area Children and Youth Network to allow the local Support from the Start group to extend its bursary scheme to offer recreational activities to young people across the area.
- Haddington & Lammermuir Area Partnership has provided funding for a Bike Maintenance class at Knox, which offers pupils access to vocational learning and the opportunity to gain a qualification as well as supporting a healthier lifestyle. Also with the pupils teaching Bike Ability to local primary schools and nurseries more than 950 young people will ultimately benefit from this project and will also provide social inclusion in the community for disaffected pupils.

- 3.10 The £100,000 provided to each Area Partnership will allow the Partnerships, in association with the schools and wider learning community in their areas, to further develop and support these types of initiatives, and others that meet the broad aims of the devolved budget.
- 3.11 As with the other elements of devolved funding Area Managers will be responsible for managing the new funding. Suitable mechanisms for recording, managing and monitoring commitments will be put in place. It will be important to evidence the impact of the funding in relation to intended outcomes such as improvements in attainment and achievement indicators and the scores achieved in relation to the Early Development Initiative which assists in measuring children's preparedness to learn. Although some shorter term measurements will also need to be identified as these are long term outcome improvements.
- 3.12 It is proposed that the following process be adopted to determine how each Partnership's £100,000 allocation should be used.
- a) The funding should build on the partnerships that are already developing between Area Partnerships, schools, the wider learning community in their communities
 - b) Area Managers will co-ordinate meetings in each Area Partnership in May/ June, involving key Secondary and Primary Head Teachers from all the schools in the relevant cluster and representatives from the Area Partnership and wider learning community in the area to review:
 - i. evidence about educational attainment, disadvantage and other factors contributing to young people's preparedness to learn and their resilience;
 - ii. school improvement plans and cluster plans, the Area Plan and other relevant plans; and,
 - iii. initiatives and projects that meet the aims set out above (para 3.9)

This partnership working group would develop proposals for allocating the funding in the area and consider whether further consultation is required before the Area Partnerships allocates the funding.

- 3.13 This is not one-off funding as it has been built into the base budget so funding should be available in the following year for longer-term initiatives running over more than a single financial year could be funded.

4 POLICY IMPLICATIONS

- 4.1 The devolution of funding to Area Partnerships fulfils the Council Plan commitment to devolve decision making and budgets.

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 An impact assessment has not been carried out on this report as it does not directly affect the wellbeing of the community or have a significant impact on equality, the environment or economy. However, the new funding devolved to Area Partnerships aims to contribute to contributing to improving attainment, reducing inequalities and reducing the attainment gap. Integrated impact assessments will be carried out on the Area Plans.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – the devolved funding outlined in this report is in line with, and will be contained within, the allocation of funding to Area Partnerships included in the 2016/17 – 2018/19 Council budget.
- 6.2 Personnel – None
- 6.3 Other – None

7 BACKGROUND PAPERS

- 7.1 Area Partnerships – report to Cabinet; 12th November 2013
- 7.2 Area Partnerships: Devolved Budgets – report to East Lothian Council; 16th December 2014
- 7.3 Area Partnerships: Update on Progress – report to the Safe & Vibrant Communities Partnership; 17th March 2016

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DATE	14 th April 2016

Appendix 1: Update on Budget Allocations in 2015/16 and Work Under Way in the Six Area Partnerships

Dunbar and East Linton Area Partnership

Funding has been granted by the Area Partnership to:

- install new lighting in the Craigs and Corn Exchange closes in Dunbar
- purchase a new speed reactive sign for deployment across the area and install new sign connection points
- repair / replac the pavement on the west side of East Linton High Street
- remove trees at West Barns
- reclaim Dunbar Town House garden as public space
- reclaim and upgrade the common good margin at East Beach in Dunbar.

Projects initiated and supported by the Area Partnership include:

- holding a public event to identify issues around Dunbar High Street and the wider conservation area,
- developing a searchable “Whats On” database across all six Area Partnerships
- supporting the installation of a new Big Belly compactor at Dunbar Harbour
- providing integrated travel information at bus stops
- working with Dunbar Grammar School to develop a range of projects identified by pupils such as an after school study cafe, more frequent out of school gym times and a skatepark.

Haddington and Lammermuir Area Partnership

Funding has been granted by the Area Partnership to:

- assist Athelstaneford Parent Council build their skatepark
- develop the Haddington skatepark project including ground care works
- construct a large speed reducing platform on Whittingehame Drive to improve pedestrian safety
- deliver a RUTS project where a number of local young people were helped to develop their confidence and skills through a motorcycle and bicycle based programme
- assist the Amisfield Preservation Trust to fund the construction of a new community education building
- provide educational talks to Knox Academy pupils on alcohol and drugs misuse as well as offer non-judgemental support to those who seek it
- install 22 cycle storage racks at 5 separate locations across the town and repainting of some of the gold and black fingerpoint signs.

Projects initiated and supported by the Area Partnership include:

- supporting development of an access strategy for Haddington town centre, leading on the project to establish superfast broadband across the County

- supporting sustainable travel projects and working with Knox Academy to set up a homework club in the Nungate to help raise levels of attainment.

North Berwick Coastal Area Partnership

Funding has been granted by the Area Partnership to:

- Support from the Start to their Bursary Scheme which will be extended to offer after school recreational activities to young people across the Coastal area
- the Older People's Network to support dementia friendly activities and IT equipment for the Day Centre
- the Oasis Project for drugs and alcohol counselling and support services
- the Hope Rooms in North Berwick where improvements to the kitchen and disabled access will be made
- Dirleton public toilets which will be repainted with improved landscaping, signage and lighting
- carryout a feasibility study to explore an all weather pitch in Aberlady
- the North Berwick Arts Centre Group received funding for their stage two feasibility study.

Projects initiated and supported by the Area Partnership include:

- the new Athelstaneford Skatepark, and the Beach Wheelchair Project
- Young people have realised their grand interior design ideas with a complete refurbishment at the North Berwick Youth Project and funding for a youth event
- Traffic calming measures include speed display signs installed in local villages, amber flashing units at school crossings and a new section of pavement linking North Berwick Tennis Courts with the all weather pitch at the recreation park
- The local environment, path and cycle network will help people get around easier with beach cleaning, path improvements, signage, cycle stands and additional seating.

Preston, Seton, Gosford Area Partnership

Funding has been granted by the Area Partnership to:

- the newly formed Preston Seton Gosford Children & Youth Network to help shape youth provision across the area. This has already provided young people with the opportunity to take part in the Ruts Motorcycle Project and new equipment is being purchased for the youth club run by Pennypit Trust
- Cockenzie In Bloom and The Three Harbours Festival to continue their work for the community.
- Cockenzie House who have plans to refurbish the lower conservatory for community use
- Cuthill Park in Prestonpans who received funds to enhance the park including paths and signage.

Projects initiated and supported by the Area Partnership include:

- new lighting in the War Memorial garden in Cockenzie and resurfacing the car park and paths at Longniddry Tennis Courts and Bowling Club.
- plans for the Prestonpans War Memorial square to open up the space to make it more attractive and increase the civic presence and pride in the area. This will include the repair of the memorial statue and the redesign of the space surrounding the memorial. The long awaited Miners Statue for Prestonpans will be a step nearer to completion.
- a section of the John Muir Way at Prestonpans will be improved with new seating, landscaping, viewing points and signage.
- traffic calming measures including new speed display signs and amber flashing units at school crossings.
- Improvements to the local path and cycle network will help people get around easier with clearing sections of over grown paths, additional cycle stands, interpretation boards and seating.
- Forming a Children and Young People's network made up of professionals working in the area to streamline their work and to provide more opportunities for joint working and increase the range of activities for children and young people. The Network have been working toward producing a database that holds information on local activities and facilities that can be used by children and young people and using their budget to increase the range of activities available.

Fa'side Area Partnership

Funding has been granted by the Area Partnership to:

- increase the use of the 'Disabled Go' website and the erection of a local community notice board to tackle gaps in information provision for community groups
- Tranent Fireworks to sustain this important local community event
- a history and heritage project within the town of Tranent, APOGI (A place of great importance) to assist with the erection of a wall
- support the extension of a pilot which will support a Breast feeding group in Tranent.

Projects initiated and supported by the Area Partnership include:

- the Gateway Signage project which through engaging with local communities in the ward area, seeks to provide a consistent, welcoming and safe approach (traffic calming measures) to accessing and exiting the town and each village. As part of this project each community had an opportunity to celebrate their cultural history or heritage. Work is almost complete on this project and publicity will be sought in the coming months to raise awareness.
- the provision of cooking resources for community groups which will allow the Partnership and other community groups to provide learning on healthy eating and food nutrition. This course is being run in conjunction with Community

Learning and Development staff and Ross High teachers 'Raising teens with confidence' and this is being delivered to pupils within Ross High.

- Support towards a volunteer post, working with residents to improve confidence, skills and providing much needed community resources to existing sports clubs in the area.

Musselburgh Area Partnership

Funding has been granted by the Area Partnership to:

- Crossreach Counselling to pilot a project contributing to the objective of promoting teenage mental health in the Musselburgh area, the Clinic in Musselburgh Grammar School started in January 2016 and is now seeing young clients,
- Support from the Start for PEEP and Bookbug programmes, to extend the capacity of two key evidenced based programmes aimed at improving early development and in particular the school readiness of children in targeted communities.
- resurface the muddy riverside area at Shorthope Street, encouraging the use of the riverside area by improving the amenity and providing cycle parking near the centre of town, and resurfacing Shorthope Street Car Park to improve the look of one of the main car parks in the centre of Musselburgh and help to encourage visitors to the area,

Projects initiated and supported by the Area Partnership include:

- the Attendance Matters campaign where letters and leaflets went out to parents in the Primary Schools
- the "Reading is Braw" initiative which promotes reading and to improve the reading ability of school children. There were a number of launch activities including a mile of children reading from the Burgh School including Musselburgh High Street, a pop up library and Children from Wallyford Primary School Reading in Tesco and an event in the St Andrew's High Church garden including drama, Bible stories and displays
- helping to increase opportunities for young people to achieve accredited awards outside of School Curriculum. The Musselburgh Community Sports Hub has agreed to extend the work of a volunteer coordinator to further engage youth volunteers. The focus is on increasing the opportunities for young people to volunteer within local clubs, put them through youth accreditation awards and provide opportunities to achieve additional qualifications training and awards.
- Work is nearing completion on hot showers for beach users at Fisherrow Harbour, and work has started that will examine the accessibility and amenity of the Fisherrow Harbour, Promenade and Waterfront Areas.
- Stonework Repairs to the War Memorial, a bid has been submitted to the War Memorial Trust following a site meeting with representatives of the Community, War Memorial Trust, and officers of East Lothian Council and it is intended to complete this project November before Remembrance Sunday.

REPORT TO: East Lothian Council

MEETING DATE: 26 April 2016

BY: Depute Chief Executive (Resources & People Services)

SUBJECT: Financial Assurance Update - Health & Social Care Integration

5

1 PURPOSE

- 1.1 The purpose of this report is to provide a further update to Council on the work undertaken in relation to financial assurance in respect of the delegation of resources to the East Lothian Integration Joint Board (IJB) from 1 April 2016.

2 RECOMMENDATIONS

- 2.1 Council is recommended to:
- note the update on the ongoing financial assurance process in relation to the delegation of financial resources to East Lothian Integration Joint Board from 1 April 2016.
 - consider and discuss the next steps which are set out within paragraphs 3.22 to 3.24 within the report.

3 BACKGROUND

- 3.1 The Council received an initial report on 27 October 2015 which set out the process for undertaking a due diligence and financial assurance process in respect of the delegation of resources to the IJB, and some of the initial findings relating to previous financial performance across the East Lothian Health and Social Care Partnership, including: Adult Wellbeing budget, East Lothian CHP and wider NHS Lothian.
- 3.2 Since the initial report, the Council has approved a 3-year budget covering the period up to 2018/19, in which the amount of grant which the Council receives from the Scottish Government was reduced by £4.4m in 2016/17, and which also includes a share (£4.370M) of the national £250m 'social care fund' which has been included within the NHS financial settlement but is to be directed through the IJBs to enhance social care. Based upon this, and taking into account other strategic finance constraints facing the Council, a formal offer of financial

resources consistent with the Council's approved budget has been made to the IJB as set out in Appendix 1 of this report.

- 3.3 Following on from this, the IJB have now issued a series of Directions to the Council in order to deliver the functions set out within the Strategic Plan from 1 April 2016, with more detail about this set out within Section 6 of this report.

East Lothian Council – 2016/17 Delegated Budget

- 3.4 The formal offer sets out the total level of resources which will be delegated from the Council to the IJB from 1 April 2016 in line with the delegated functions set out within the Council's approved Scheme of Integration.
- 3.5 In total a budget of £48.158m has been delegated in 2016/17, and includes the majority of the approved Adult Wellbeing budget (£47.068m), alongside some delegated functions within the Community Housing (non-HRA) and HRA budgets. This allocation to the IJB includes provision for contractual pay awards and also includes the full allocation of additional investment from the Social Care Fund, alongside a requirement to deliver recurring efficiencies of £2.375m in 2016/17.
- 3.6 The proposed use of the Social Care Fund investment has been the subject to on-going discussion with the IJB's Chief Officer and Chief Financial Officer, with overall policy commitments and associated costs subject to continual refinement. It is proposed that half of the £4.370m will be used to deliver and expand capacity within the social care sector as a result of increasing demand on services as a consequence of demographic change.
- 3.7 The balance of the £4.370m will be used in part to fund the implementation of the Living Wage of £8.25 per hour for all social care workers, with a target implementation date of 1 October 2016. It will also be used to fund other social care cost and pay pressures that the Council is facing. This will include any recurring cost pressures arising from the 2015/16 financial outturn for Adult Wellbeing service. The Quarter 3 Financial Review presented to Cabinet on 8 March categorised Adult Wellbeing as 'High Risk' with the likelihood that the service will overspend in 2015/16, and a budget recovery plan was developed in order to apply additional financial control. At this stage we are still in the process of finalising the year end position, and a detailed report on the financial performance during the year will be reported to Council in August. Nevertheless, despite some relative improvement, it remains likely that the service will continue to overspend primarily due to increased costs associated with care packages for older people and individuals with Learning Disabilities.
- 3.8 As mentioned earlier, the resources which have been delegated to the IJB includes a requirement to deliver recurring efficiencies of £2.375m in 2016/17, with further planned efficiencies of £1.645m and £1.325m to be delivered in 2017/18 and 2018/19 respectively. We are working actively with Adult Wellbeing Management to agree a plan for the delivery of

these efficiencies both within 2016/17 and beyond, and Cabinet will be kept informed of the progress in delivering these efficiencies as part of the quarterly in year financial updates.

NHS Lothian – 2016/17 Delegated Budget

- 3.9 NHS Lothian have yet to submit a balanced financial plan for 2016/17 to the Scottish Government and this is not expected until the end of May 2016, and as such has not been in a position where it is able to make a formal offer of the final budget to be delegated to the IJB from 1 April 2016.
- 3.10 NHS Lothian has submitted to the IJB a set of underlying principles which will inform their overall budget setting for 2016/17. This proposal includes the proposed approach (but not yet the detailed figures) for allocating budgets to each of the main elements of the current CHP budget areas, details of which are set out further below:
- Core Services – to be allocated to the IJB on the basis of historic core budgets held by East Lothian CHP.
 - GP Prescribing Budgets – to be allocated using the Prescribing Budget setting model. It will be for IJBs across Lothian to consider whether or not to continue existing risk sharing arrangements and in this respect officers will continue to monitor developments and the implications for the Council.
 - It is proposed to allocate budgets for services that represent functions currently managed on a pan-Lothian basis, across the individual IJBs. A model based on the national model for health budget allocation (NRAC) is being proposed by NHS Lothian.
 - In addition, discussions remain on-going around how to allocate any financial uplifts which were reflected within the financial settlement for pay and prices and NRAC formula uplift, and how efficiencies will be delivered across NHS Lothian.
- 3.11 Given no formal or detailed offer of resource to the IJB has been made by NHS Lothian, it is currently impossible to comment upon the adequacy or underlying risks associated with resource allocation and delivery of the strategic plan. It is anticipated that any budget offer from NHS Lothian will also include the requirement to deliver a wide range of efficiencies in order to deliver a balanced budget, and the deliverability of these efficiencies during 2016/17 will remain a key focus during the year.
- 3.12 Similarly, the 2015/16 outturn for NHS Lothian is still in the process of being finalised; however, based on in-year performance, it remains likely that the East Lothian CHP will deliver an operational overspend during 2015/16 primarily as a result of increased prescribing costs which have continued to remain a pressure throughout the financial year. We will continue to monitor both the 2015/16 financial outturn and formal 2016/17 delegated budget and ensure that the Council is kept informed of any potential implications arising from the delegated resources.

IJB Directions

- 3.13 As stated in paragraph 3.5 of this report, the Council has now formally delegated £48.158m of its overall resources to the IJB. In turn and in accordance with the statutory guidance, the IJB has now issued formal Directions to both East Lothian Council and NHS Lothian to deliver the functions which have been delegated to the IJB as set out within the Strategic Plan from 1 April 2016. The Directions that have been issued to NHS Lothian have been based on indicative 2016/17 budgets.
- 3.14 Two specific directions have been issued to East Lothian Council from the IJB that require the Council to continue to provide social care services and deliver a number of specific outcomes designed to deliver the objectives set out within the strategic plan. Details of both of these directions are set out within Appendices 2 and 3 of this report. The first of these Directions covers the main delegated functions, with a budgeted level of resources delegated to the Council of £43.788m. The second of these directions has been issued jointly to NHS Lothian and the Council, to ensure that the £4.370m social care fund is delegated to the Council, and invested in line with those areas set out within the Council's proposed offer letter set out in Appendix 1.

Financial Risks

- 3.15 From 1 April 2016, as set out in the Scheme of Integration, the IJB has now been delegated responsibility to deliver a range of functions, supported by a level of financial resources provided by each partner organisation, all of which would have traditionally been delivered by East Lothian Council and NHS Lothian. It is now the responsibility of the IJB to delegate delivery of these functions (alongside the financial resources) to meet the outcomes which are set out within the approved Strategic Plan, through issuing directions to these partner bodies. This means that the Council is passing over responsibility for the authority over the delivery of the delegated functions and associated budgets to the IJB. The Council has already provided the IJB with indicative budgets for 2017/18 and 2018/19 in line with the current approved 3-year budget, however going forward, there will be a need to review the financial planning process within all partners bodies (IJB, Council and NHS) to ensure that there is a clear understanding of future resource implications.
- 3.16 To date, the Council and NHS Lothian continue to manage risk according to their own established policies and arrangements, and it is likely that this will continue during 2016/17. Going forward, it is likely that the process for managing any under / over spend within the IJB budgets will be subject to further discussion, and any potential implications for the Council will be kept under close review.
- 3.17 Embedded within the Council's formal delegated budget for the Adult Wellbeing service for 2016/17 is the requirement to deliver a robust and recurring efficiency plan within 2016/17 with further efficiencies required to be delivered in 2017/18 and 2018/19. The identification and deliverability of these efficiencies are essential components of balancing

future budgets and delivering the outcomes set out within the Strategic Plan, and will be an area which we will continue to work closely with Adult Wellbeing Management and will be closely monitored.

- 3.18 There remains uncertainty around the level of financial resources that will be delegated to the IJB from NHS Lothian for 2016/17, and it remains unlikely that this position will be finalised until at least end of May 2016. In addition, any adverse impact on NHS funding streams may in practical terms result in additional cost implications for other parts of the social care system, and ultimately additional pressures may fall to the Council. As delivery partners, both the Council and NHS will need to manage financial pressures within the overall resources made available. This will include any demographic pressures and corresponding increases in demand for services, as well as additional pressures such as the impact of the living wage on service providers.
- 3.19 The IJB will undertake a final financial assurance process once a formal budget proposal has been received by NHS Lothian, and assess this against both the 2015/16 financial outturns and any efficiency plans. This process will identify any further financial risks which are inherent within the new arrangements and ensure that processes are put in place in order to mitigate these risks.
- 3.20 The future financial settlement for both the Council and NHS will continue to present a risk in medium term financial planning. Whilst the Council has approved a 3-year financial budget covering the period up to 2018/19, we have yet to receive confirmation of any financial settlement beyond 2016/17, and as such the Council has determined only indicative budgets for 2017/18 and 2018/19. Any change to future grant settlements may impact on the future level of resources which are delegated to the IJB.
- 3.21 There continues to be a wide range of corporate support services provided directly to the IJB from both the Council and NHS, the financial costs of which continue to be met from respective bodies. These include services and related costs such as: Joint Director; Heads of Adults and Children, and Older People; Chief Financial Officer to the IJB; Committee Support; Internal Audit; External Audit; Strategic Planning; support services including – Legal, Finance, HR, etc. The approved Integration Scheme lays out a mechanism for providing support to the IJB, and includes a requirement for on-going review of the support arrangements in place to ensure the level remains appropriate, and the cost implications of providing this support from both parties is also taken into consideration. It will be necessary to reach early agreement on the proposed way forward. This will also include the need to ensure that any changes in the management structure are appropriately reflected both in terms of representation on the IJB, and appropriate financial costs associated with delivering the services.

Next Steps

- 3.22 Further assurance work will be required once NHS Lothian's delegated budget for 2016/17 has been approved, including the identification and deliverability of efficiencies during 2016/17, with any associated implications reported to Council.
- 3.23 The 2015/16 financial performance of Adult Wellbeing service and associated delegated functions will continue to be monitored with any implications highlighted within the 2015/16 year end review to Council in August.
- 3.24 The 2016/17 financial performance of Adult Wellbeing service and associated delegated functions including the delivery of planned efficiencies will be closely monitored and reported to Cabinet during the year as part of the quarterly financial review reports.

4 POLICY IMPLICATIONS

- 4.1 None

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – The due diligence and financial assurance work has highlighted areas of financial risk for the Council and the IJB, and these will require close monitoring during 2016/17 and beyond.
- 6.2 Personnel - none
- 6.3 Other – none

7 BACKGROUND PAPERS

- 7.1 Council 27 October 2015 – Item 8 – Financial Assurance – Health and Social Care Integration.

AUTHOR'S NAME	Jim Lamond
DESIGNATION	Head of Council Resources
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DATE	14/4/16

Our Ref: ELC/IJB/Resource
Contact: 01620 827278
Date: 24 March 2016

John Muir House
Haddington
East Lothian
EH41 3HA
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Councillor Donald Grant
Chair of East Lothian Integrated Joint Board
John Muir House
Haddington
EH41 3HA

Dear Councillor Grant

Financial resource proposal from East Lothian Council to East Lothian Integration Joint Board – 2016/17, 2017/18 and 2018/19.

As you will be aware, from 1 April 2016, the responsibility for delivering the functions as laid out in the Integration Scheme agreed by East Lothian Council and NHS Lothian commences. As such, the formal proposition from East Lothian Council to the IJB laying out the financial resources that will be 'paid' by the Council to the IJB in relation to these functions is set out within this letter.

This proposal has been derived from the Council's budget for 2016/17 which was approved on 9 February 2016, and includes East Lothian's share of the national £250m 'social care fund' of £4.37m.

The proposed use of the Social Care fund investment in 2016/17 has been discussed in detail with the IJB's Chief Officer and Chief Finance Officer, details of which are set out within **Appendix 1** of this letter, and it is my view that these proposals meet the commitments which were set out in the Deputy First Minister's (DFM) letter to Council Leaders of 27 January 2016. We are continuing to refine the costs associated with delivering these commitments, and I will ensure that the IJB is kept informed of any changes in the use of the fund driven by increased costs that are not quantifiable at this time. As set out in the DFM letter, I would be grateful to receive confirmation of the use of the social care fund from East Lothian's Chief Finance Officer on behalf of the IJB.

The funds to be allocated to the IJB is set out within the table below, and include elements of expenditure from within the Housing Revenue Account, as well as an adjustment made to the Adult Wellbeing budget to take account of Supporting People expenditure which is not part of the wider delegated functions which have been approved within the scheme of integration.

	£m
Adult Wellbeing 2016/17 approved Budget	47.868
Less Non delegated Functions	(0.800)
Add	
Non HRA – Private Sector Housing Grant	0.256
HRA – Disabled Adaptions (Capital)	0.600
HRA – Garden Aid	0.234
Total IJB budget allocation	48.158

I confirm that these budgets represent the resources available to the Council to support the functions that have been delegated by the Council to the IJB.

You will be aware that this budget has been presented on a NET basis, and assumes that £2.375m of efficiencies will be delivered by Adult Wellbeing service during 2016/17. The Director of Health and Social Care will provide you with his plans to achieve these efficiencies in 2016/17.

The Council has approved a 3 year budget covering the period up to 2018/19, and whilst these we have only received confirmation of a one year financial settlement from the Scottish Government, the IJB should be planning on delivering services and planned efficiencies across the next 3 years within the indicatives budgets which have been approved, albeit recognising that these will be updated each year to reflect Scottish Government grant settlement and contractual commitments. Details of the 2017/18 and 2018/19 budgets which will be delegated to the IJB are set out in **Appendix 2** of this letter.

Clearly, the timescales are now very tight and I would be grateful for a response to this letter (including your response to our proposed use of the Social Care funds) at your earliest convenience.

Yours sincerely



Jim Lamond
Head of Council Resources (CFO)
East Lothian Council

East Lothian Council**Utilisation of the Integration Fund - 2016/17**

	Per Budget £000's	Per Budget £000's
Opening Adult Wellbeing Budget Efficiency Schemes	45,873 <u>(2,375)</u> 43,498	45,873 <u>(2,185)</u> 43,688
		Closing budget 2015/16
		Agreed efficiencies 2016/17
		Supporting Pressures
<u>Utilisation of Integration Fund</u>		
Direct Pay and Pension costs	464	500
Service Pressures (including living Wage)	1,741	464
Additionality - Day Centre Investment	50	1,221
Additionality - not yet agreed	<u>2,115</u>	2,185
	4,370	
Closing Budget	47,868	
		Total Investments
		Further Efficiencies
		4,370 (190)
		Opening budget 2016/17
Half of £4,370	2,185	47,868

East Lothian Council**Indicative Budgets to IJB 2017/18 and 2018/19**

	<u>2017/18</u>	<u>2018/19</u>
Adult Wellbeing Budget	46.399	45.306
<u>Less:</u> Non Delegated Functions	-0.800	-0.800
<u>ADD:</u>		
Non HRA - Private Sector Housing Grant	0.256	0.256
HRA - Disabled Adaptations (Capital)	0.600	0.600
HRA - Garden Aid	0.236	0.239
TOTAL IJB BUDGET ALLOCATION	<u>46.691</u>	<u>45.601</u>

East Lothian Health & Social Care Partnership



East Lothian Integration Joint Board

DIRECTIONS

The Public Bodies (Joint Working) (Scotland) Act 2014 places a duty on Integration Authorities to develop a Strategic Plan for integrated functions and budgets under their control. East Lothian Integration Joint Board (IJB) requires a mechanism to action the Strategic Plan; this mechanism takes the form of binding directions from the Chief Officer as outlined below from the Integration Joint Board to one or both of NHS Lothian and East Lothian Council. All directions issued are pursuant to Sections 26 to 28 of the Public Bodies (Joint Working) Act 2014 and the appropriate element of East Lothian IJB's Integration Scheme.

The financial resource allocated to each delegated function in a direction is a matter for the Integration Joint Board to determine. As outlined in Section 11 of this Direction, East Lothian IJB is constituted under Local Government regulations and as such, under the Local Government in Scotland Act 2003, has a duty to make arrangement to secure best value. It is expected that NHS Lothian and East Lothian Council will deliver the functions as directed in the spirit of this obligation.

The financial values ('budgets') attached to this direction are based on the offers made to East Lothian IJB by NHS Lothian and East Lothian Council in March 2016. It is understood that the finalisation of the 2016/17 financial plans in both partners continues and that the totality of these budgets included efficiency schemes which are being developed. At this time it is recognised that financial plans for 2017/18 and 2018/19 are not yet available. Notwithstanding the indicative nature of these budgets East Lothian IJB will not sanction expenditure in excess of these amounts without further discussion and agreement.

This direction will remain in place until it is varied, revoked or superseded by a later direction in respect of the same function.

East Lothian Integration Joint Board

1	Implementation date	1 st April 2016
2	Reference number	EL IJB/ELC/D02-2016 (East Lothian Council delegated functions)
3	Integration Joint Board Authorisation date	31st March 2016
4	Direction to	East Lothian Council
5	Purpose and strategic intent	<p>In accordance with the IJB's Strategic Plan, to provide effective services to all service users and carers within the geographical boundaries of East Lothian, promoting the highest standards of practice in accordance with statutory obligations, policies and procedures.</p> <p>To provide services to all service users and carers within the geographical boundaries of East Lothian which promote the health, wellbeing and quality of life of an individual.</p> <p>To provide services to all service users and carers within the geographical boundaries of East Lothian which:</p> <ul style="list-style-type: none"> • Maximise independent living • Provide specific interventions according to the needs of the service user • Provide an ongoing service that is regularly reviewed and modified according to need • Provide a clear care pathway which connects services • Contribute to preventing unnecessary hospital admission • Support timely hospital discharge • Prevent unnecessary admission to residential or institutional care • Are personalised and self-directed, putting control in the hands of the service user and their carers

6	Does this direction supersede or amend or cancel a previous Direction?	N/A
7	Type of function	Integrated function
8	Function(s) concerned	<p>All services planned and delivered by East Lothian Integration Joint Board which are only delivered within the geographical boundaries of the East Lothian Health and Social Care Partnership as they relate to adult social care services and defined as required by the Public Bodies (Joint Working) (Scotland) Act 2014. This includes additional functions East Lothian Council has chosen to delegate to the Integration Joint Board as defined in East Lothian Integration Joint Board's Final Integration Scheme (February 2015)</p> <p>Social work services for adults and older people</p> <p>Services and support for adults with physical disabilities and learning disabilities</p> <p>Mental health services</p> <p>Drug and alcohol services</p> <p>Adult protection and domestic abuse</p> <p>Carers support services</p> <p>Community care assessment teams</p> <p>Support services</p>

		<p>Care home services</p> <p>Adult placement services</p> <p>Health improvement services</p> <p>Aspects of housing support, including aids and adaptations</p> <p>Day services</p> <p>Local area co-ordination</p> <p>Respite provision</p> <p>Occupational therapy services</p> <p>Re-ablement services, equipment and telecare</p> <p>Criminal Justice Social Work services including youth justice</p> <p>The Chief Officer in East Lothian will be the lead operational director for these services</p>
9.	Required Actions / Directions	<p>East Lothian Integration Joint Board direct East Lothian Council to continue to provide social care services as delivered at time of issue of this direction in pursuance of the functions outlined in Section 5 and Section 9, with ancillary support as required for effective functioning of those services within the associated budget noted below, for the population of East Lothian.</p>

		<p>Specifically over the course of the financial year 2016-2017, East Lothian Integration Joint Board direct East Lothian Council to work with the Chief Officer and officers of the IJB to ensure delivery of the following outcomes or outputs to be brought to the IJB for consideration and approval</p> <p>D02.a Develop and implement a new commissioning and tendering process for care at home services which drives comprehensive service redesign, more innovative, integrated solutions, significantly greater resource efficiency and service user satisfaction by April 2017.</p> <p>D02 b (Aligned to D02 a), Increase capacity for care in the community to meet local demand and to address and meet national Delayed Discharge targets.</p> <p>D02.c Progress a dedicated programme of analysis and work to review care provision in Abbey and Eskgreen Residential Care Homes and bring forward a range of option appraisals and proposals to the IJB December 2016 which consider alternative models of care and reprovision and which recycle the aligned financial and human resources within East Lothian. The options appraisal should recognise the need for enhanced intermediate care, respite care and end of life care provision.</p> <p>D02.d Develop and implement a new Carers Strategy for East Lothian and an aligned commissioning strategy by December 2016 which fully address the requirements of the Carers (Scotland) Bill and the principles of Best Value.</p> <p>D02.e Develop and implement a modernisation strategy for day services for older people by December 2016 which recognises need, geography, resources and capacity.</p> <p>D02.f Establish a housing and health and social care planning interface group to deliver the key actions and priorities from the Strategic Plan's Housing Contribution Statement and needs assessment, including a clear understanding and recognition of delegated functions and budgets as they pertain to the IJB.</p>
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		<p>D02.g Complete a scoping exercise and bring forward operational and funding proposals to the IJB for a redesigned model of reablement by September 2016</p> <p>D02.h Complete a review of all current Section 10 grants against an agreed prioritisation framework to ensure strategic fit and best value and bring forward proposals for investment and disinvestment to the IJB by December 2016.</p>																																										
10.	Budget 2016/2017	<table> <thead> <tr> <th>Indicative Budget 2016/17</th> <th>£000's</th> </tr> </thead> <tbody> <tr> <td colspan="2">Commissioning Budgets</td> </tr> <tr> <td>Older Persons</td> <td>14,252</td> </tr> <tr> <td>Vulnerable Adults</td> <td>175</td> </tr> <tr> <td>Learning Disability</td> <td>12,486</td> </tr> <tr> <td>Mental Health</td> <td>1,247</td> </tr> <tr> <td>Physical Disability</td> <td>2,755</td> </tr> <tr> <td colspan="2">Care Management</td> </tr> <tr> <td>SW Disability</td> <td>965</td> </tr> <tr> <td>SW Older People</td> <td>996</td> </tr> <tr> <td>SW Mental Health</td> <td>308</td> </tr> <tr> <td>OT/DRRT/Rehab</td> <td>1,424</td> </tr> <tr> <td>Welfare Rights</td> <td>171</td> </tr> <tr> <td>Equipment & Adaptations</td> <td>536</td> </tr> <tr> <td>Meals on Wheels</td> <td>153</td> </tr> <tr> <td colspan="2">Direct Provision</td> </tr> <tr> <td>ECS</td> <td>236</td> </tr> <tr> <td>Dom Care</td> <td>2,247</td> </tr> <tr> <td>Adult Placement</td> <td>204</td> </tr> <tr> <td>Resource Centres</td> <td>2,167</td> </tr> <tr> <td>Older Persons Homes</td> <td>3,560</td> </tr> </tbody> </table>	Indicative Budget 2016/17	£000's	Commissioning Budgets		Older Persons	14,252	Vulnerable Adults	175	Learning Disability	12,486	Mental Health	1,247	Physical Disability	2,755	Care Management		SW Disability	965	SW Older People	996	SW Mental Health	308	OT/DRRT/Rehab	1,424	Welfare Rights	171	Equipment & Adaptations	536	Meals on Wheels	153	Direct Provision		ECS	236	Dom Care	2,247	Adult Placement	204	Resource Centres	2,167	Older Persons Homes	3,560
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11.	Principles	<p>The 2016/17 financial year will be the first full year of operation as a 'stand alone' legal body and the IJB is required both to deliver financial balance in each and every year and to financially plan to deliver recurrent balance. Achieving a firm financial footing is critical to the success of the IJB and its Strategic Plan and to its ability to drive system-wide reforms such that it can deliver against its financial duties whilst improving outcomes for the East Lothian population. Central to this is the need to ensure that the IJB creates financial headroom to ensure it can remain financially resilient going forward. NHS Lothian and East Lothian Council are therefore required to share information on financial performance of delegated services to allow the IJB to gain assurance that said services are currently being delivered sustainably within approved resources and that the anticipated initial payments will be sufficient for the IJB to carry out its integration functions.</p> <p>The IJB has examined a number of factors to estimate anticipated growth including population and non-demographic growth, estimated looking at historical trends and extrapolated. Our plans acknowledge rising year-on-year activity and growth demand.</p> <p>In monitoring directions, the IJB will continue to undertake further analysis of the assumptions applied as they develop including:</p>												

		<p>1. Whether the total budget and activity aligned to each programme is realistic and achievable</p> <p>2. Whether the split of budget and activity assumed for individual programmes is sensible</p> <p>3. Further examination of thresholds and any assumed increases or reductions</p> <p>As a fundamental principle there should be neither disinvestment nor further investment in delegated services without being subject to full discussion and agreement with East Lothian IJB.</p> <p>East Lothian IJB expects that the principles of Best Value - to secure continuous improvement in performance whilst maintaining an appropriate balance between quality and cost, maintaining regard to economy, efficiency, effectiveness – are adhered to in carrying out this direction.</p>
12.	Aligned National Health and Wellbeing Outcomes	1,2,3,4,5,6,7,8,9 (Appendix A)
13.	Aligned Integration Planning Principles	1,2,3,4,5,6,7,8,9,10,11,12 (Appendix A)
14.	Aligned priorities, strategies, outcomes, from the Strategic Plan	<p>This direction relates to, and will be monitored against:</p> <p>East Lothian IJB's Strategic Plan objectives A, B, D, E, G, H, I (Appendix A)</p> <p>East Lothian IJB's Strategic Plan three Strategic Change Programmes and aligned performance indicators (Appendix A)</p>
15.	Compliance and performance monitoring.	In order to ensure East Lothian IJB fulfils its key strategic planning and scrutiny functions, and further develops and coordinates the implementation of its Strategic

	<p>Plan, monitoring our own and our partners' performance is imperative. The primary responsibility for performance management in respect of delivery of the delegated functions will rest with the IJB and East Lothian Council will provide performance information so that the IJB can develop a comprehensive performance management system.</p> <p>In addition to the specific commitments set out in East Lothian IJB's Integration Scheme and the obligations regarding provision of information under the Act, East Lothian Council will provide the Integration Joint Board with any information which the Integration Joint Board may require from time to time to support its responsibilities regarding strategic planning, performance management, and public accountability.</p> <p>.</p> <p>The IJB directs East Lothian Council, through its officers, to provide an annual report on delivery of directions D01 a-g in the final quarter of financial year 2016-17.</p> <p>The IJB directs East Lothian Council, through its officers, to provide an annual report in the final quarter of financial year 2016-17.on how it:</p> <ul style="list-style-type: none"> - assesses the quality of services it provides on behalf of the IJB - ensures the regular evaluation of those services as part of an integrated cycle of service improvement <p>The IJB directs East Lothian Council to provide performance monitoring data as outlined in the Lothian Integration Dataset</p> <p>The IJB directs East Lothian Council, through its officers, to provide financial analysis, budgetary control and monitoring reports as and when requested by the IJB. The reports will set out the financial position and outturn forecast against the payments by the Integration Joint Board to East Lothian Council in respect of the carrying out of integration functions. These reports will present the actual and forecast positions of expenditure compared to Operational Budgets for delegated functions and highlight any financial risks and areas where further action is required to manage budget pressures.</p>
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16.	Relevance to or impact on other Lothian IJBs and/or other adjoining IJBs	East Lothian IJB's Strategic Plan and aligned financial plan acknowledge the need to plan collaboratively on a prudent and realistic basis; this recognises the importance of maintaining current joint planning and risk sharing strategies across Lothian.

East Lothian Health & Social Care Partnership



East Lothian Integration Joint Board

DIRECTIONS

The Public Bodies (Joint Working) (Scotland) Act 2014 places a duty on Integration Authorities to develop a Strategic Plan for integrated functions and budgets under their control. East Lothian Integration Joint Board (IJB) requires a mechanism to action the Strategic Plan; this mechanism takes the form of binding directions from the Chief Officer as outlined below from the Integration Joint Board to one or both of NHS Lothian and East Lothian Council. All directions issued are pursuant to Sections 26 to 28 of the Public Bodies (Joint Working) Act 2014 and the appropriate element of East Lothian IJB's Integration Scheme.

The financial resource allocated to each delegated function in a direction is a matter for the Integration Joint Board to determine. As outlined in Section 11 of this Direction, East Lothian IJB is constituted under Local Government regulations and as such, under the Local Government in Scotland Act 2003, has a duty to make arrangement to secure best value. It is expected that NHS Lothian and East Lothian Council will deliver the functions as directed in the spirit of this obligation.

The financial values ('budgets') attached to this direction are based on the offers made to East Lothian IJB by NHS Lothian and East Lothian Council in March 2016. It is understood that the finalisation of the 2016/17 financial plans in both partners continues and that the totality of these budgets included efficiency schemes which are being developed. At this time it is recognised that financial plans for 2017/18 and 2018/19 are not yet available. Notwithstanding the indicative nature of these budgets East Lothian IJB will not sanction expenditure in excess of these amounts without further discussion and agreement.

This direction will remain in place until it is varied, revoked or superseded by a later direction in respect of the same function.

East Lothian Integration Joint Board

1	Implementation date	1 st April 2016
2	Reference number	EL IJB/NHSL/D08-2016 (Integration Fund)
3	Integration Joint Board Authorisation date	31st March 2016
4	Direction to	NHS Lothian and East Lothian Council
5	Purpose and strategic intent	<p>In accordance with the IJB's Strategic Plan, to provide effective services to all service users and carers within the geographical boundaries of East Lothian, promoting the highest standards of practice in accordance with statutory obligations, policies and procedures.</p> <p>To provide services to all service users and carers within the geographical boundaries of East Lothian which promote the health, wellbeing and quality of life of an individual.</p> <p>To provide services to all service users and carers within the geographical boundaries of East Lothian which:</p> <ul style="list-style-type: none"> • Maximise independent living • Provide specific interventions according to the needs of the service user • Provide an ongoing service that is regularly reviewed and modified according to need • Provide a clear care pathway which connects services • Contribute to preventing unnecessary hospital admission • Support timely hospital discharge • Prevent unnecessary admission to residential or institutional care • Are personalised and self-directed, putting control in the hands of the service user and their carers

6	Does this direction supersede or amend or cancel a previous Direction?	N/A				
7	Type of function	Integrated function				
8	Function(s) concerned	All delegated functions as they pertain to the East Lothian Integration Fund Plan				
9.	Required Actions / Directions	<p>D08 a East Lothian Integration Joint Board direct NHS Lothian to delegate the agreed budget for the Integration (Social Care) Fund to the IJB in line with the proposal from East Lothian Council detailed in Appendix B (attached).</p> <p>The IJB will assume governance and scrutiny for delivery and monitoring of the Fund in line with the principles and guidance issued by Scottish Government and supporting delivery of both the IJBs Strategic Plan and national targets</p>				
10.	Budget 2016/2017	<table> <tr> <td>Agreed Budget 2016/17</td> <td>£000's</td> </tr> <tr> <td>Integration (Social Care) Fund</td> <td>4,370</td> </tr> </table>	Agreed Budget 2016/17	£000's	Integration (Social Care) Fund	4,370
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11.	Principles	<p>The 2016/17 financial year will be the first full year of operation as a 'stand alone' legal body and the IJB is required both to deliver financial balance in each and every year and to financially plan to deliver recurrent balance. Achieving a firm financial footing is critical to the success of the IJB and its Strategic Plan and to its ability to drive system-wide reforms such that it can deliver against its financial duties whilst improving outcomes for the East Lothian population. Central to this is the need to ensure that the IJB creates financial headroom to ensure it can remain financially resilient going forward. NHS Lothian and East Lothian Council are therefore required to share information on financial performance of delegated services to allow the IJB to gain assurance that said services are currently being delivered sustainably within approved resources and that the anticipated initial payments will be sufficient for the IJB to carry out its integration functions.</p> <p>As a fundamental principle there should be neither disinvestment nor further investment in delegated services without being subject to full discussion and agreement with East Lothian IJB.</p> <p>East Lothian IJB expects that the principles of Best Value - to secure continuous improvement in performance whilst maintaining an appropriate balance between quality and cost, maintaining regard to economy, efficiency, effectiveness – are adhered to in carrying out this direction.</p>
12.	Aligned National Health and Wellbeing Outcomes	1,2,3,4,5,6,7,8,9 (Appendix A)
13.	Aligned Integration Planning Principles	1,2,3,4,5,6,7,8,9,10,11,12 (Appendix A)
14.	Aligned priorities, strategies, outcomes, from the Strategic Plan	<p>This direction relates to, and will be monitored against:</p> <p>East Lothian IJB's Strategic Plan objectives A, B, D, E, G, H, I (Appendix A)</p> <p>East Lothian IJB's Strategic Plan three Strategic Change Programmes and aligned</p>

		performance indicators (Appendix A)
15.	Compliance and performance monitoring.	<p>In order to ensure East Lothian IJB fulfils its key strategic planning and scrutiny functions, and further develops and coordinates the implementation of its Strategic Plan, monitoring our own and our partners' performance is imperative. The primary responsibility for performance management in respect of the Integration Fund will rest with the IJB, and NHS Lothian and East Lothian Council will provide supporting performance information as required.</p> <p>In addition to the specific commitments set out in East Lothian IJB's Integration Scheme and the obligations regarding provision of information under the Act, NHS Lothian and East Lothian Council will provide the Integration Joint Board with any information which the Integration Joint Board may require from time to time to support its responsibilities regarding strategic planning, performance management, and public accountability.</p>
16.	Relevance to or impact on other Lothian IJBs and/or other adjoining IJBs	East Lothian IJB's Strategic Plan and aligned financial plan acknowledge the need to plan collaboratively on a prudent and realistic basis; this recognises the importance of maintaining current joint planning and risk sharing strategies across Lothian.

REPORT TO: East Lothian Council

MEETING DATE: 26 April 2016

BY: Depute Chief Executive (Resources and Peoples Services)

SUBJECT: Additional Secondary Education Provision,
Musselburgh Area

6

1 PURPOSE

- 1.1 The purpose of this report is to seek specific approval to consult on the proposal to establish a new second secondary school and the creation of its catchment area.

2 RECOMMENDATIONS

- 2.1. The Council is asked to:
- i) approve the solution to provide additional secondary education capacity required for the Musselburgh cluster area being a new, second, secondary school in Wallyford.
 - ii) note that a formal consultation in line with the Schools (Consultation) (Scotland) Act 2010 will be undertaken in relation to the establishment of a new school, proposed variation in catchment areas and in arrangements for the transfer of pupils from a primary school to a secondary school. The proposal will include the revision of the catchment boundaries of Pinkie St Peter's Primary School, Wallyford Primary School, Musselburgh Grammar School, Sanderson's Wynd Primary School, and Ross High School.
 - iii) note that the consultation period will be undertaken prior to the summer recess.

3 BACKGROUND

- 3.1. The Council agreed on 24 February 2015 that the Council can undertake consultations regarding the school estate (schools, catchment areas, location) relating to the Local Development Plan (LDP) without further

reference to or approval by Council; and to report back to Council on the outcomes of such consultations in order that Council can make a decision on any proposed changes.

- 3.2. The Strategic Development Plan for South East Scotland (SDP) was approved by Scottish Ministers in June 2013. The SDP with its Supplementary Guidance on Housing Land requires the LDP to ensure sufficient housing land is available to deliver 10,050 homes during the period 2009–2024 with 6,250 of those homes capable of being delivered in the period to 2019.
- 3.3. The emerging LDP (draft proposed plan as approved by Council on the 17 November 2015) details a preferred approach of “Compact Growth” with a requirement for an additional secondary education solution in the Musselburgh cluster to allow this growth to come forward.
- 3.4. The Council must ensure provision can be made for the education of children in its area and must consult on certain changes in such arrangements before it can commit to them, including what is needed to make sites effective. The LDP is only deliverable based on approving an educational solution to meet the increase in projected pupil numbers. All of the uncommitted development in the existing Musselburgh cluster including that identified in the draft proposed plan requires the new secondary education facility in order for such development to come forward.
- 3.5. A qualitative assessment of potential sites for future secondary schools in the Musselburgh area was prepared in February 2015. This provided an assessment of potential sites to establish their suitability and to provide a range of options for the delivery of secondary school facilities in the Musselburgh area. Initially the sites were assessed in respect of area and ownership. Sites that were shown to be suitable were then assessed in respect of access, pupil movement and various constraints. Three sites were identified as being suitable for the various school options (Appendix A). Following amendment at the Council meeting of 17 November 2015 and the removal of the proposal (MH10) Goshen New Secondary School from the draft proposed LDP, two suitable sites now remain. These are :
 - Wallyford
 - Craighall
- 3.6. Three alternative solutions were identified for providing the required additional capacity.
 - Option A – a new second secondary school serving part of the Musselburgh area
 - Option B – a new S4–S6 senior phase school for Musselburgh Grammar School on a separate site

- Option C – a new enlarged S1–S6 Musselburgh Grammar School on a new site

A pre-consultation exercise was carried out by the Council's Education Service with the pupils, parents and staff of all Musselburgh primary schools and the existing secondary school on the three education options for the delivery of secondary school facilities. This took place during the summer of 2015.

This consultation generated 261 responses of which 78% were received from parents and pupils (Appendices B1 and B2). Headline statistics indicate that respondents consider factors such as the quality of the learning environment, safer routes to school and the availability of new subjects to be of a high priority when considering options for additional secondary education provision.

3.7. Option A – A new second secondary school serving part of the Musselburgh area.

A new second secondary school serving part of the Musselburgh area presents the opportunity to forge strong links with and offer additional facilities to the surrounding community. Curriculum provision across the existing Musselburgh Grammar School and the new secondary school will be enhanced. Proposed changes to the catchment boundaries will result in sustainable numbers and curriculum provision across the secondary schools within the Musselburgh area.

The opportunity for the two secondary schools to work collaboratively to enhance educational provision could lead to increased personalisation and choice for young people across East Lothian and support the authority's approach to Developing our Young Workforce through the provision of additional skills for learning, life and work. The provision of new programmes and courses will mitigate against young people missing out on their learning within their school based subject areas in order to attend those courses delivered out with East Lothian.

In the pre-consultation exercise, 40% of respondents indicated Option A as being acceptable compared to 26% for Option B and 32% for Option C.

Location:

Craighall

- The Craighall site has significant constraints including access, pupil movement and limited public transport services. This could impact on young people's uptake of extra-curricular activities and the growing community's access to community facilities.
- The Craighall site would result in two secondary schools within close proximity of one another and both within the western part of the cluster.

Wallyford

- The Wallyford site can be accessed via a range of suitable foot and cycle routes and public transport services.
- Locating the new second secondary school adjacent to the new Wallyford Primary School could increase opportunities for cross-sector liaison including the potential of extended leadership opportunities for young people and enhanced cross-sector staff collaboration.

Cost: The capital cost of a new second secondary school for the Musselburgh area is comparable to that of a split site provision.

3.8. Option B – A new S4 to S6 senior phase school for Musselburgh Grammar School on a separate site

A review of school consultations conducted by other local authorities presented evidence relative to the consideration of a split site school.

The results indicate a desire to move away from an existing split site provision due to the following reasons: increased staff travel costs; loss of pupil contact time; pupil safety in moving between sites; the potential for higher levels of truancy if young people have a greater distance to travel to school; planning staff movement between sites during the school day; impact on capacity to supervise behaviour due to staff travel between sites; separation of junior and senior pupils minimises opportunities for senior pupils to act as positive role models to younger peers; issues around holding whole school and cross-stage events and activities such as assemblies due to physical capacity restrictions impacting negatively on the school ethos as one community. Establishing a new S4–S6 senior phase facility would introduce the requirement for further transition arrangements in relation to physical relocation.

If this option was to be pursued, consideration would need to be given to young people's mental, emotional, social and physical needs in planning these transitions particularly for those within the specialist provision. The pre-consultation exercise identified some advantages to this option mainly in relation to no changes to existing secondary catchment areas and the enhancement of provision. However, many of the concerns identified above are reflected in the comments made by respondents to the pre-consultation exercise (Appendices B1 and B2). To offset disadvantages set out above, teaching staff could be recruited and deployed to teach in either the S1–S3 or S4–S6 establishment only. However, this is likely to impact significantly on recruitment and retention of teaching staff.

Location:

Craighall

- The Craighall site has significant constraints including access, pupil movement and limited public transport services. This could impact on young people's uptake of extra-curricular activities and the growing community's access to community facilities.
- Travel between sites would be easier between the current Musselburgh Grammar School and the Craighall site but will incur additional costs in relation to staff and pupil movement during the school day.

Wallyford

- The Wallyford site can be accessed via a range of suitable foot and cycle routes and public transport services.

Cost: The capital cost of a split site school for the Musselburgh area is comparable to that of a new second secondary school provision.

3.9. Option C – a new enlarged S1 to S6 Musselburgh Grammar School on a new site.

A new single S1 to S6 Musselburgh Grammar School sized to accommodate all currently committed and projected future growth in the Musselburgh area is currently projected to have a peak roll of 2337. Scottish School Estate statistics show that the 3 largest secondary schools out of the 365 Scottish secondary schools have school rolls of between 1700 and 1995 pupils. Educational literature on the issue of school size is generally inconclusive citing advantages and disadvantages to large and small schools in relation to improving outcomes for learners. The Organisation for Economic Cooperation and Development (OECD) Directorate for Education and Skills review of School Size Policies November 2014 concluded that, even if there may be benefits to larger schools, such as broader academic curricula with specialised courses or a wider choice of extra-curricular activities, these benefits can unequally affect pupil performance with some pupils benefitting more than others, in particular those from socioeconomic advantaged backgrounds. In the pre-consultation exercise, respondents recognise that a larger school has the potential to offer a broader curriculum, including vocational programmes and that all members of the community benefit from a new single facility. However, respondents also commented on their concerns about young people's ability to cope in a larger school, the resulting impact on their achievements and also on the potential impact on maintaining a community spirit and positive ethos.

Respondents were more in favour of a school roll ranging from 1000 to 1700 pupils than a school roll above 1700. Less than half (43%) considered one secondary school for the whole of the Musselburgh area to be very important or important.

Location:

Craighall

- The Craighall site has significant constraints including access and limited public transport services. The site is on the edge of the cluster and access is limited to a few pedestrian and cycle routes and by limited public transport services. The site is some distance from the eastern part of the cluster and additional pupil transport costs are likely to be incurred. This distance could impact on young people's uptake of extra-curricular activities and the wider community's access to facilities.

Wallyford

- The Wallyford site can be accessed via a range of suitable foot and cycle routes and public transport services from the cluster overall. The site is however some distance from the western part of the cluster. This distance could impact on young people's uptake of extra-curricular activities and the wider community's access to facilities.

Cost: The capital cost of one single larger secondary school serving all of the Musselburgh area is estimated to be almost twice that of the other two options.

- 3.10. An appraisal of each of the three school options on each of the two potential sites was carried out based on the qualitative criteria and features which formed part of the pre-consultation (Appendix C). The option that ranked highest in terms of quality of provision based on the objectives is a new, enlarged Musselburgh Grammar School located in Wallyford, closely followed by a new second secondary school in Wallyford. Taking into consideration the advantages and disadvantages of each option as detailed above as well as the significant additional costs of a new, enlarged secondary school, the best value option for the Council is a new second secondary school in Wallyford.

4. POLICY IMPLICATIONS

- 4.1. There are no direct policy implications associated with the report recommendations although clearly securing an effective solution for the delivery of secondary education in the Musselburgh area is essential to deliver key educational attainment objectives within the Council Plan.

Any proposed solution will have significant implications for the Council's Financial Strategy and both Strategic and Local Development Plans.

5 EQUALITIES IMPACT ASSESSMENT

- 5.1 An Equality Impact Assessment has been started but is not yet complete. The impact assessment will be complete prior to the Council meeting and any impact will be reported at this stage.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – The capital project costs for the recommended option are estimated to be circa £35m which will be partially offset by developer's contributions.
- 6.2 Costs for both capital investment requirements and general operational activities for any additional secondary school capacity will be necessary within future capital and revenue budgets.
- 6.3 Personnel - no immediate staffing implications although there will clearly be additional staffing requirements associated with implementation of the proposed solution.

7 BACKGROUND PAPERS

- 7.1. Council paper, 24February 2015
- 7.2. [http://www.oecd.org/officialdocuments/publicdisplaydocumentpdf/?cote=EDU/WKP\(2014\)5&docLanguage=En](http://www.oecd.org/officialdocuments/publicdisplaydocumentpdf/?cote=EDU/WKP(2014)5&docLanguage=En)

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A QUALITATIVE ASSESSMENT OF POTENTIAL SITES FOR FUTURE SECONDARY FACILITIES IN MUSSELBURGH

QUALITATIVE ASSESSMENT OF POTENTIAL SITES

This paper provides an assessment of the sites to establish their suitability, and to provide a range of options for the delivery of secondary school facilities in Musselburgh. Initially the sites were assessed in respect of area and ownership. Sites that were shown to be suitable were then assessed in respect of access, pupil movement and various constraints. In respect of pupil movement, the paper presumes that the Council will be responsible for pupil transport costs where the travel distance exceeds 2 miles. The recommendations at the end of each potential site option are based on suitability in respect of the listed factors.

OPTIONS

OPTION A – A New Second S1/S6 Secondary School Serving Part of Musselburgh

The existing Musselburgh Grammar School would be retained and serve a western catchment area of Musselburgh.

OPTION B - A New S4/S6 Senior Phase School for All Musselburgh

The existing Musselburgh Grammar School would be retained and adapted to provide an S1/S3 facility for all of Musselburgh, and the new facility would be for the S4/S6 pupils. This configuration provides the most effective use of the existing school building.

OPTION C – A New Single S1/S6 Musselburgh Grammar School for All Musselburgh

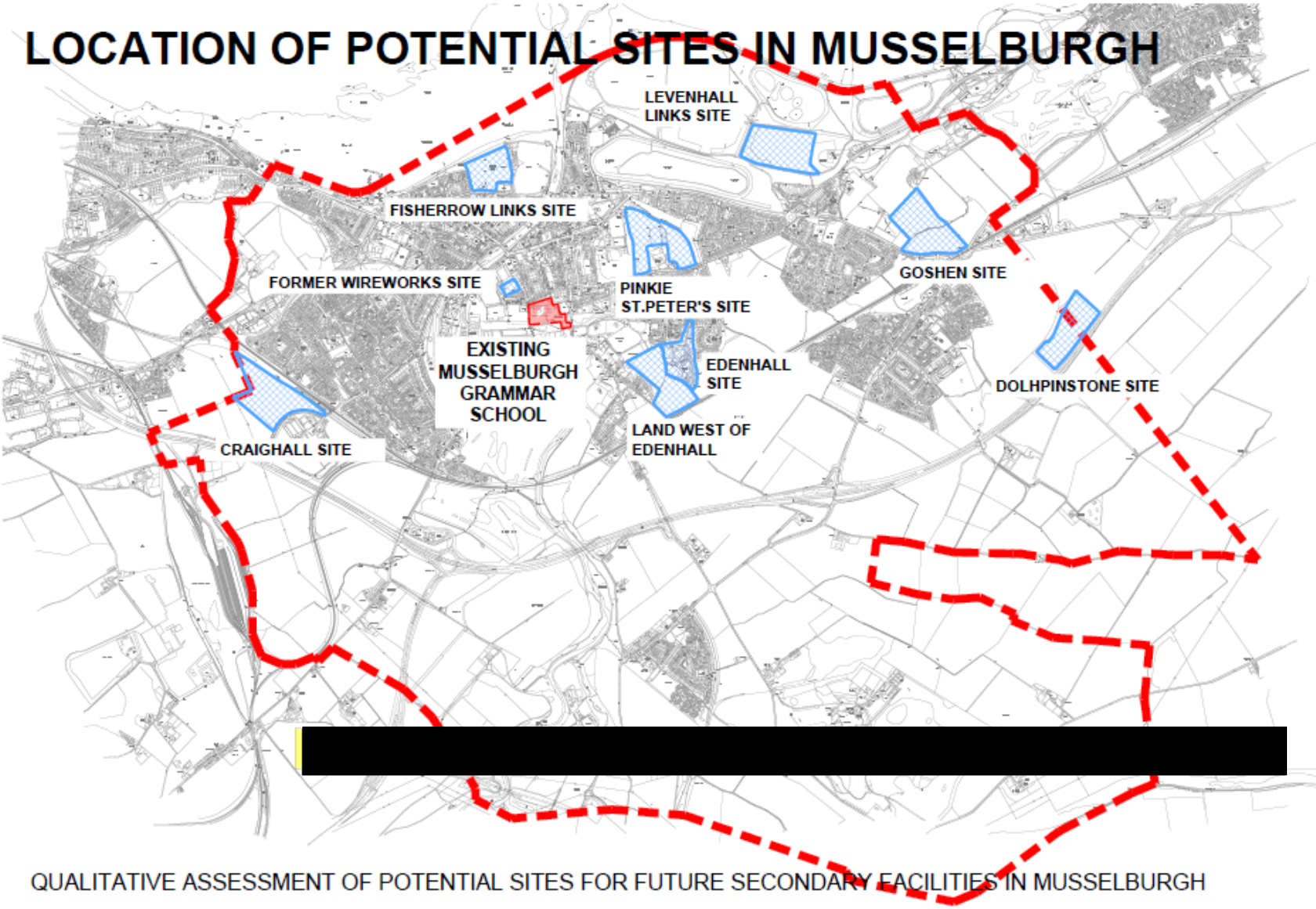
This school would accommodate all secondary school pupils in the Musselburgh catchment area. The existing Musselburgh Grammar School and site would be vacated.

POTENTIAL SITES FOR AN ADDITIONAL SECONDARY SCHOOL FACILITY

The sites include:

- Pinkie Playing Fields**
- Land at Dolphinstone**
- Land at Goshen**
- Former Edenhall Hospital Site**
- Former Wireworks Site**

- Land at Craighall**
- Fisherrow Links**
- Levenhall Links**
- Land West of Former Edenhall Site**



QUALITATIVE ASSESSMENT OF POTENTIAL SITES FOR FUTURE SECONDARY FACILITIES IN MUSSELBURGH

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A QUALITATIVE ASSESSMENT OF POTENTIAL SITES FOR FUTURE SECONDARY FACILITIES IN MUSSELBURGH

OPTION A – A SECOND S1/S6 SECONDARY SCHOOL (SERVING PART OF MUSSELBURGH)

Potential Sites	Critical Suitability Factors		Sites to take Forward for further Assessment	Additional Suitability Factors				Sites With Potential for a New School
	Site Area	Tenure		Access	Pupil Movement	Constraints		
						Environmental and Other	Current Site Designation	
Pinkie Playing Fields			NO					NO
Land at Craighall			YES					YES
Land at Goshen			YES					YES
Land at Dolphinstone			YES					YES
Fisherrow Links			NO	Not taken forward				NO
Levenhall Links			NO	Not taken forward				NO
Former Edenhall Site			NO	Not taken forward				NO
Land West Of Edenhall			NO	Not taken forward				NO
Former Wireworks			NO	Not taken forward				NO

LEGEND:

suitable

constrained

unsuitable

PINKIE PLAYING FIELDS

Site Area and Tenure: The playing field is owned by East Lothian Council and has insufficient area and configuration to deliver a new S1/S6 secondary school for the eastern part of the Musselburgh cluster.

Access and Pupil Movement: The site is centrally located in the cluster, relates well to the existing catchment area, and relates well to the many access routes and public transport services that service the existing Grammar school, particularly from the settlements around Musselburgh. Whitecraig is 2.1 miles away and Old Craighall 2 miles away - this pupil travel distance is likely to increase once the extent of new development areas is considered. Additional pupil transport costs are likely to be incurred.

Constraints: The site is of insufficient area. A most significant issue is in regard to the current use of the site, and the loss of open space and pitches. Pinkie Playing Field provides a central location for open space and sports facilities for schools and the community. It may be that some sports pitch capacity could be re-provided with any new

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A QUALITATIVE ASSESSMENT OF POTENTIAL SITES FOR FUTURE SECONDARY FACILITIES IN MUSSELBURGH

secondary school facility on this site, whilst replacement pitches could be re-provided locally elsewhere in association with potential new development areas. The site is in a Conservation Area, a drainage servitude restricts the effective area for a new school, the required height of any new school (3 or 4 storeys) would not be in keeping with the setting, and the site configuration may adversely influence the design of a new school.

Recommendation: Pinkie Playing Fields should be dismissed as an option for a new S1/S6 secondary school for part of the Musselburgh cluster as it has insufficient area, there would be access and pupil movement issues, and the site has significant constraints including the established uses of the field, the site is in a Conservation Area, the height of any new school and a drainage servitude.

LAND AT CRAIGHALL

Site Area and Tenure: The site is big enough to deliver a new S1/S6 secondary school for part of the Musselburgh cluster. The site is in the ownership of a party who may be willing to release the site for such a purpose.

Access and Pupil Movement: This site is on the edge of the cluster and access is limited to a few pedestrian and cycle routes, and by limited public transport services. The site is some distance from the eastern part of the cluster. A new S1/S6 secondary school here would be a minimum of 3.4 miles from Wallyford (3.8 miles if the land at Dolphinstone is included) and additional pupil transport costs may be incurred.

Constraints: The sites are currently allocated in the local plan for employment or green belt, but this may change if the wider area is to feature as part of large mixed use proposals incorporating housing and employment land, as well as community and education facilities. Such a development of the area may improve access and public transport provision, and there may be synergies between any new secondary school and the nearby QMU. The location of these sites does not relate well to any new catchment area.

Recommendation: The land at Craighall may be considered as an option for a new S1/S6 secondary school for part of the Musselburgh cluster, although the site has significant constraints including access, pupil movement and land designation issues.

LAND AT GOSHEN

Site Area and Tenure: The site is big enough to accommodate a new S1/S6 secondary school for the eastern part of the Musselburgh cluster. The site is in the ownership of a party who may be willing to release it for such purposes.

Access and Pupil Movement: The site could be located centrally in what may become any new S1/S6 secondary school catchment area for eastern part of Musselburgh. The site could relate well to any new catchment area. The site can be accessed using a range of suitable pedestrian and cycle routes, and by using public transport services.

A QUALITATIVE ASSESSMENT OF POTENTIAL SITES FOR FUTURE SECONDARY FACILITIES IN MUSSELBURGH

However, a new secondary school at the site would be a minimum of 1 mile from Millhill/Linkfield Road (edge of the Pinkie St Peter's catchment area) or 2.3 miles from Whitecraig. Additional pupil transport costs would be incurred if this site was used, and if Whitecraig is included in this catchment.

Constraints: The site is currently allocated in the local plan as green belt, but this may change if this area is to feature as part of a large mixed use proposal incorporating housing as well as community and education facilities.

Recommendation: The land at Goshen may be considered as a potential option for a new S1/S6 secondary school for the eastern part of the Musselburgh cluster.

LAND AT DOLPHINSTONE

Site Area and Tenure: The site is big enough to accommodate a new S1/S6 secondary school for the eastern part of the Musselburgh cluster. The site is in the ownership of a party who may be willing to release it for such purposes.

Access and Pupil Movement: The site could be suitably located in what may become any new S1/S6 secondary school catchment area for eastern part of Musselburgh, especially if Whitecraig PS were to feed any new S1/S6 secondary school. The site could relate well to any new catchment area. The site can be accessed using a range of suitable pedestrian and cycle routes, and by using public transport services. However, a new secondary school at the site would be a minimum of 1 mile from Millhill/Linkfield Road (edge of the Pinkie St Peter's catchment area) or 2.3 miles from Whitecraig. Additional pupil transport costs would be incurred if this site was used and if Whitecraig were to be included in the new school's catchment area. Whitecraig pupils would be required to cross the existing A1 Wallyford Interchange to get to this site – they currently use an overbridge to get to the existing Musselburgh Grammar School.

Constraints: The site is currently allocated in the local plan as green belt, but this may change if this area is to feature as part of a large mixed use proposal incorporating housing as well as community and education facilities.

Recommendation: The land at Dolphinstone should be considered as a potential option for a new S1/S6 secondary school for the eastern part of the Musselburgh cluster.

THE SITES AT FISHERROW LINKS AND LEVENHALL LINKS

Recommendation: These sites are both on Common Good land, and should therefore be dismissed as potential options for a new S1/S6 secondary school for the eastern part of the Musselburgh cluster.

A QUALITATIVE ASSESSMENT OF POTENTIAL SITES FOR FUTURE SECONDARY FACILITIES IN MUSSELBURGH

THE FORMER EDENHALL HOSPITAL AND FORMER WIREWORKS SITES

Recommendations: Each of these sites is too small for a new S1/S6 school for part of Musselburgh. The former Edenhall Hospital site is further constrained by the need to retain listed buildings and the topography of the site. Each of these sites should therefore be dismissed as potential options for a new S1/S6 secondary school for the eastern part of the Musselburgh cluster.

LAND WEST OF THE FORMER EDENHALL HOSPITAL SITE

Site Area and Tenure: The site is of sufficient size for a new S1/S6 secondary school for the eastern part of the Musselburgh cluster. The site is agricultural land in the green belt, and in private ownership.

Access and Pupil Movement: Access to the site is restricted as it is landlocked on three sides - by the former Edenhall Hospital site to the east, by the Eskbank village to the west, and by the railway line to the south.

Constraints: Approximately 50% of the site is scheduled as an ancient monument. The site's development would compromise the setting of Inveresk conservation village, and the probability of coalescence.

Recommendations: The land west of the former Edenhall Hospital site should be dismissed as an option for a new S1/S6 secondary school for the eastern part of Musselburgh as the site is too small, site access is restricted, part of the site is scheduled as an ancient monument, and the site's development would compromise the setting of Inveresk village.

A QUALITATIVE ASSESSMENT OF POTENTIAL SITES FOR FUTURE SECONDARY FACILITIES IN MUSSELBURGH

OPTION B – A NEW S4/S6 SENIOR PHASE SCHOOL FOR MUSSELBURGH

Potential Sites	Critical Suitability Factors		Sites to take Forward for further Assessment	Additional Suitability Factors				Sites With Potential for a New School
	Site Area	Tenure		Access	Pupil Movement	Constraints		
						Environmental and Other	Current Site Designation	
Pinkie Playing Fields			NO					NO
Land at Craighall			YES					YES
Land at Goshen			YES					YES
Land at Dolphinstone			YES					YES
Fisherrow Links			NO	Not taken forward				NO
Levenhall Links			NO	Not taken forward				NO
Former Edenhall Site			NO	Not taken forward				NO
Land West Of Edenhall			NO	Not taken forward				NO
Former Wireworks			NO	Not taken forward				NO

LEGEND:

suitable

constrained

unsuitable

PINKIE PLAYING FIELDS

Site Area and Tenure: The playing field is owned by East Lothian Council and has insufficient area and configuration to deliver a new S4/S6 senior phase school for the Musselburgh cluster.

Access and Pupil Movement: The site is centrally located in the cluster, relates well to the existing catchment area, and relates well to the many access routes and public transport services that service the existing Grammar school, particularly from the settlements around Musselburgh. Whitecraig is 2.1 miles away and Old Craighall 2 miles away - this pupil travel distance is likely to increase once the extent of new development areas is considered. Additional pupil transport costs are likely to be incurred.

Constraints: The site is of insufficient area. A most significant issue is in regard to the current use of the site, and the loss of open space and pitches. Pinkie Playing Field provides a central location for open space and sports facilities for schools and the community. It may be that some sport pitch capacity could be re-provided with any new secondary school facility on this site, whilst replacement pitches could be re-provided locally elsewhere in association with potential new development areas. The site is in a

A QUALITATIVE ASSESSMENT OF POTENTIAL SITES FOR FUTURE SECONDARY FACILITIES IN MUSSELBURGH

Conservation Area, a drainage servitude restricts the effective area for a new school, the required height of any new school (3 or 4 storeys) would not be in keeping with the setting, and the site configuration may adversely influence the design of a new school.

Recommendation: Pinkie Playing Fields should be dismissed as an option for a new S4/S6 senior phase school for the Musselburgh cluster as it has insufficient area, there would be access and pupil movement issues, and the site has significant constraints including the established uses of the field, the site is in a Conservation Area, the height of any new school and a drainage servitude.

LAND AT CRAIGHALL

Site Area and Tenure: The site is big enough to deliver a new S4/S6 senior phase school for the Musselburgh cluster. Each site is in the ownership of a party who may be willing to release their site for such a purpose.

Access and Pupil Movement: These site is on the edge of the cluster and access is limited to a few pedestrian and cycle routes, and by limited public transport services. The site is some distance from the eastern part of the cluster. A new S1/S6 secondary school here would be a minimum of 3.4 miles from Wallyford (3.8 miles if the land at Dolphinstone is included) and additional pupil transport costs may be incurred.

Constraints: The sites are currently allocated in the local plan for employment or green belt, but this may change if the wider area is to feature as part of large mixed use proposals incorporating housing and employment land, as well as community and education facilities. Such a development of the area may improve access and public transport provision, and there may be synergies between any new secondary school and the nearby QMU. The location of these sites does not relate well to any new catchment area.

Recommendation: The land at Craighall may be considered as an option for a new S4/S6 senior phase school for the Musselburgh cluster, although the site may have significant constraints including access, pupil movement and land designation issues.

LAND AT GOSHEN

Site Area and Tenure: The site is big enough to accommodate a new S4/S6 secondary school for the Musselburgh cluster. The site is in the ownership of a party who may be willing to release it for such a purpose.

Access and Pupil Movement: The site is not ideal as it is on the edge of the cluster, but it can be accessed via a range of suitable foot and cycle routes and public transport services from the cluster overall. The site is however some distance from the western part of the cluster. Significant additional pupil transport costs would be incurred if this site were used.

Constraints: The site is currently allocated in the local plan as green belt, but this may change if the area is to feature as part of large mixed use proposals incorporating housing and employment land, as well as community and education facilities.

A QUALITATIVE ASSESSMENT OF POTENTIAL SITES FOR FUTURE SECONDARY FACILITIES IN MUSSELBURGH

Recommendation: The land at Goshen may be considered as an option for a new S4/S6 senior phase school for the Musselburgh cluster, although the site has significant pupil movement issues with significant associated additional costs.

LAND AT DOLPHINSTONE

Site Area and Tenure: The site is big enough to accommodate a new S4/S6 senior phase school for the Musselburgh cluster. The site is in the ownership of a party who may be willing to release it for such a purpose.

Access and Pupil Movement: The site is not ideal as it is on the edge of the cluster, but it can be accessed via a range of suitable foot and cycle routes and public transport services from the cluster overall. The site is however some distance from the western part of the cluster. A new larger secondary school at Wallyford would be a minimum of 3.4 miles from Old Craighall, or 3.9 miles if the land at Dolphinstone is considered. Significant additional pupil transport costs would be incurred if this site were used. Whitecraig pupils would be required to cross the existing A1 Wallyford Interchange to get to this site – they currently use an overbridge to get to the existing Musselburgh Grammar School.

Constraints: The site is currently allocated in the local plan as green belt, but this may change if the area is to feature as part of large mixed use proposals incorporating housing and employment land, as well as community and education facilities.

Recommendation: The land at Dolphinstone may be considered as an option for a new S4/S6 senior phase school for the Musselburgh cluster, although the site may have significant pupil movement issues with significant associated additional costs.

THE SITES AT FISHERROW LINKS AND LEVENHALL LINKS

Recommendation: These sites are both on Common Good land, and should therefore be dismissed as potential options for a new S4/S6 Musselburgh Grammar School.

THE FORMER EDENHALL HOSPITAL AND FORMER WIREWORKS SITES

Recommendations: Each of these sites is too small for a new S4/S6 school. The former Edenhall Hospital site is further constrained by the need to retain listed buildings and the topography of the site. Each of these sites should therefore be dismissed as potential options for a new S4/S6 Musselburgh Grammar School.

A QUALITATIVE ASSESSMENT OF POTENTIAL SITES FOR FUTURE SECONDARY FACILITIES IN MUSSELBURGH

LAND WEST OF THE FORMER EDENHALL HOSPITAL SITE

Site Area and Tenure: The site is of sufficient size for a new S4/S6 senior phase school for the Musselburgh cluster. The site is agricultural land in the green belt, and in private ownership.

Access and Pupil Movement: Access to the site is restricted as it is landlocked on three sides - by the former Edenhall Hospital site to the east, by the Eskbank village to the west, and by the railway line to the south.

Constraints: Approximately 50% of the site is scheduled as an ancient monument. The site's development would compromise the setting of Inveresk conservation village, and the probability of coalescence.

Recommendations: The land west of the former Edenhall Hospital site should be dismissed as an option for a new S4/S6 senior phase school for the Musselburgh cluster as site access is restricted, and a part of the site is scheduled as an ancient monument.

A QUALITATIVE ASSESSMENT OF POTENTIAL SITES FOR FUTURE SECONDARY FACILITIES IN MUSSELBURGH

OPTION C – A SINGLE NEW S1/S6 MUSSELBURGH GRAMMAR SCHOOL

Potential Sites	Critical Suitability Factors		Sites to Take Forward for further Assessment	Additional Suitability Factors				Sites With Potential for a New School
	Site Area	Tenure		Access	Pupil Movement	Constraints		
						Environmental and Other	Current Site Designation	
Pinkie Playing Fields			NO					NO
Land at Craighall			YES					YES
Land at Goshen			YES					YES
Land at Dolphinstone			YES					YES
Fisherrow Links			NO	Not taken forward				NO
Levenhall Links			NO	Not taken forward				NO
Former Edenhall Site			NO	Not taken forward				NO
Land West of Edenhall			NO	Not taken forward				NO
Former Wireworks			NO	Not taken forward				NO

LEGEND:

suitable

constrained

unsuitable

PINKIE PLAYING FIELDS

Site Area and Tenure: The playing field is owned by East Lothian Council and has insufficient area and configuration to deliver a single new S1/S6 secondary school for the Musselburgh cluster.

Access and Pupil Movement: The site is centrally located in the cluster, relates well to the existing catchment area, and relates well to the many access routes and public transport services that service the existing Grammar school, particularly from the settlements around Musselburgh. Whitecraig is 2.1 miles away and Old Craighall 2 miles away - this pupil travel distance is likely to increase once the extent of new development areas is considered. Additional pupil transport costs are likely to be incurred.

Constraints: The site is of insufficient area. A most significant issue is in regard to the current use of the site, and the loss of open space and pitches. Pinkie Playing Field provides a central location for open space and sports facilities for schools and the community therefore its loss would be significant for all users. It may be that some sport

A QUALITATIVE ASSESSMENT OF POTENTIAL SITES FOR FUTURE SECONDARY FACILITIES IN MUSSELBURGH

pitch capacity could be re-provided with any new secondary school facility on this site, whilst replacement pitches could be re-provided locally elsewhere in association with potential new development areas. The site is in a Conservation Area, a drainage servitude restricts the effective area for a new school, the required height of any new school (3 or 4 storeys) would not be in keeping with the setting, and the site configuration may adversely influence the design of a new school.

Recommendations: Pinkie Playing Fields should be dismissed as an option for a new S1/S6 school for the Musselburgh cluster as there is insufficient area, there would be access and pupil movement issues. In addition, the site has significant constraints including the established uses of the site, the site is in a Conservation Area, the height of any new school and a drainage servitude.

LAND AT CRAIGHALL

Site Area and Tenure: The site is big enough to deliver a single new S1/S6 secondary school for the Musselburgh cluster. Each site is in the ownership of a party who may be willing to release their site for such a purpose.

Access and Pupil Movement: These site is on the edge of the cluster and access is limited to a few pedestrian and cycle routes, and by limited public transport services. The site is some distance from the eastern part of the cluster. A new S1/S6 secondary school here would be a minimum of 3.4 miles from Wallyford (3.8 miles if the land at Dolphinstone is included) and additional pupil transport costs may be incurred.

Constraints: The sites are currently allocated in the local plan for employment or green belt, but this may change if the wider area is to feature as part of large mixed use proposals incorporating housing and employment land, as well as community and education facilities. Such a development of the area may improve access and public transport provision, and there may be synergies between any new secondary school and the nearby QMU. The location of these sites does not relate well to any new catchment area.

Recommendations: The land at Craighall may be considered as an option for a new S1/S6 Musselburgh Grammar School for the cluster, although the site may have significant constraints including access, pupil movement and land designation issues.

LAND AT GOSHEN

Site Area and Tenure: The site has potential to accommodate a new S1/S6 secondary school for the Musselburgh cluster. The site is in the ownership of a party who may be willing to release it for such a purpose.

Access and Pupil Movement: The site is located on the edge of the cluster, but can be accessed via a range of suitable foot and cycle routes and public transport services from the cluster overall. The site is however some distance from the western part of the cluster. Significant additional pupil transport costs may be incurred if this site was used.

A QUALITATIVE ASSESSMENT OF POTENTIAL SITES FOR FUTURE SECONDARY FACILITIES IN MUSSELBURGH

Constraints: The land is currently allocated in the Local Plan as green belt, but this may change if these areas are to feature as part of large mixed use proposals incorporating housing and employment land, as well as community and education facilities.

Recommendations: The land at Goshen may be considered as an option for a new S1/S6 Musselburgh Grammar School for the cluster, although the site may have significant pupil movement issues with significant associated costs.

LAND AT DOLPHINSTONE

Site Area and Tenure: The site has potential to accommodate a new S1/S6 secondary school for the Musselburgh cluster. The site is in the ownership of a party who may be willing to release it for such a purpose.

Access and Pupil Movement: The site is located on the edge of the cluster, but can be accessed via a range of suitable foot and cycle routes and public transport services from the cluster overall. The site is however some distance from the western part of the cluster. A new larger secondary school at Wallyford would be a minimum of 3.4 miles from Old Craighall. Significant additional pupil transport costs MAY be incurred if this site was used. Whitecraig pupils would be required to cross the existing A1 Wallyford Interchange to get to this site – they currently use an overbridge to get to the existing Musselburgh Grammar School.

Constraints: The land is currently allocated in the local plan as green belt, but this may change if these areas are to feature as part of large mixed use proposals incorporating housing and employment land, as well as community and education facilities.

Recommendations: The land at Dolphinstone may be considered as an option for a new S1/S6 Musselburgh Grammar School for the cluster, although the site may have significant pupil movement issues with significant associated costs.

THE SITES AT FISHERROW LINKS AND LEVENHALL LINKS

Recommendations: These sites are both on Common Good land, and are therefore dismissed as potential options for a new S1/S6 Musselburgh Grammar School.

THE FORMER EDENHALL HOSPITAL SITE, AND FORMER WIREWORKS' SITE

Recommendations: Each of these sites is too small for a single S1/S6 school. The former Edenhall Hospital site is further constrained by the need to retain listed buildings and the topography of the site. Each of these sites is therefore dismissed as potential options for a new S1/S6 Musselburgh Grammar School.

A QUALITATIVE ASSESSMENT OF POTENTIAL SITES FOR FUTURE SECONDARY FACILITIES IN MUSSELBURGH

LAND WEST OF THE FORMER EDENHALL HOSPITAL SITE

Site Area and Tenure: The site is too small to accommodate a new school. The site is agricultural land in the green belt, and in private ownership.

Access and Pupil Movement: Access to the site is restricted as it is landlocked on three sides - by the former Edenhall Hospital site to the east, by the Eskbank village to the west, and by the railway line to the south.

Constraints: Approximately 50% of the site is scheduled as an ancient monument and Historic Scotland has advised the site should not be developed. The site's development would compromise the setting of Inveresk conservation village, and the probability of coalescence.

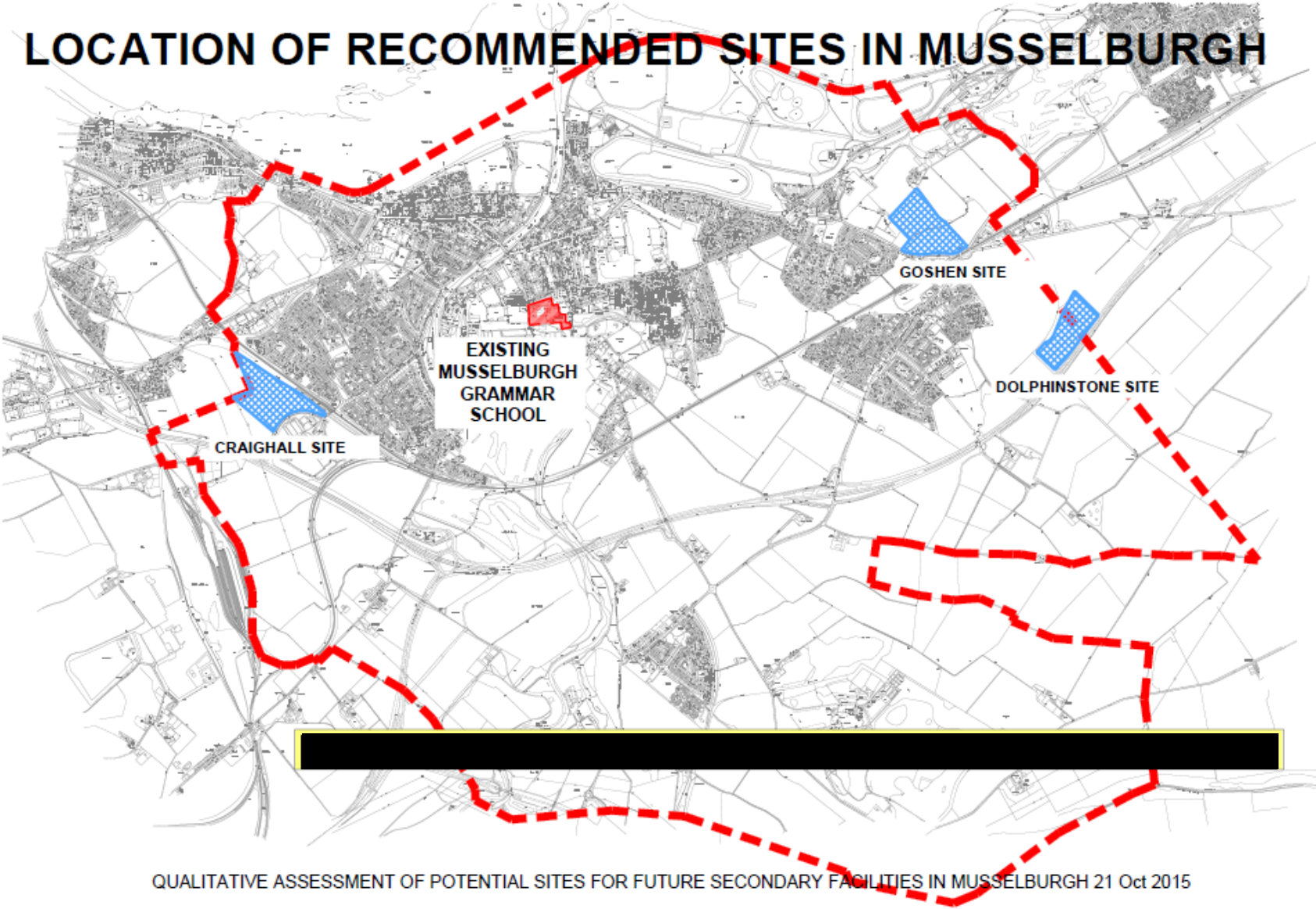
Recommendations: The land west of the former Edenhall Hospital site should be dismissed as an option for a new S1/S6 Musselburgh Grammar School for the cluster as the site is too small, site access is restricted, part of the site is scheduled as an ancient monument, and the site's development would compromise the setting of Inveresk village.

SUMMARY OF RECOMMENDATIONS REGARDING SITES SUITABLE FOR THE SECONDARY SCHOOL OPTIONS

The following table lists the potential sites that are recommended for the various School Options. See sheet 14 of 14 for the site locations.

School Options	Description	Recommended Sites
1	A New Single S1/S6 Musselburgh Grammar School for All Musselburgh	Land at Dolphinstone Land at Goshen Land at Craighall
2	A New S4/S6 Senior Phase School for All Musselburgh	
3	A New Second S1/S6 School Serving part of Musselburgh	

LOCATION OF RECOMMENDED SITES IN MUSSELBURGH



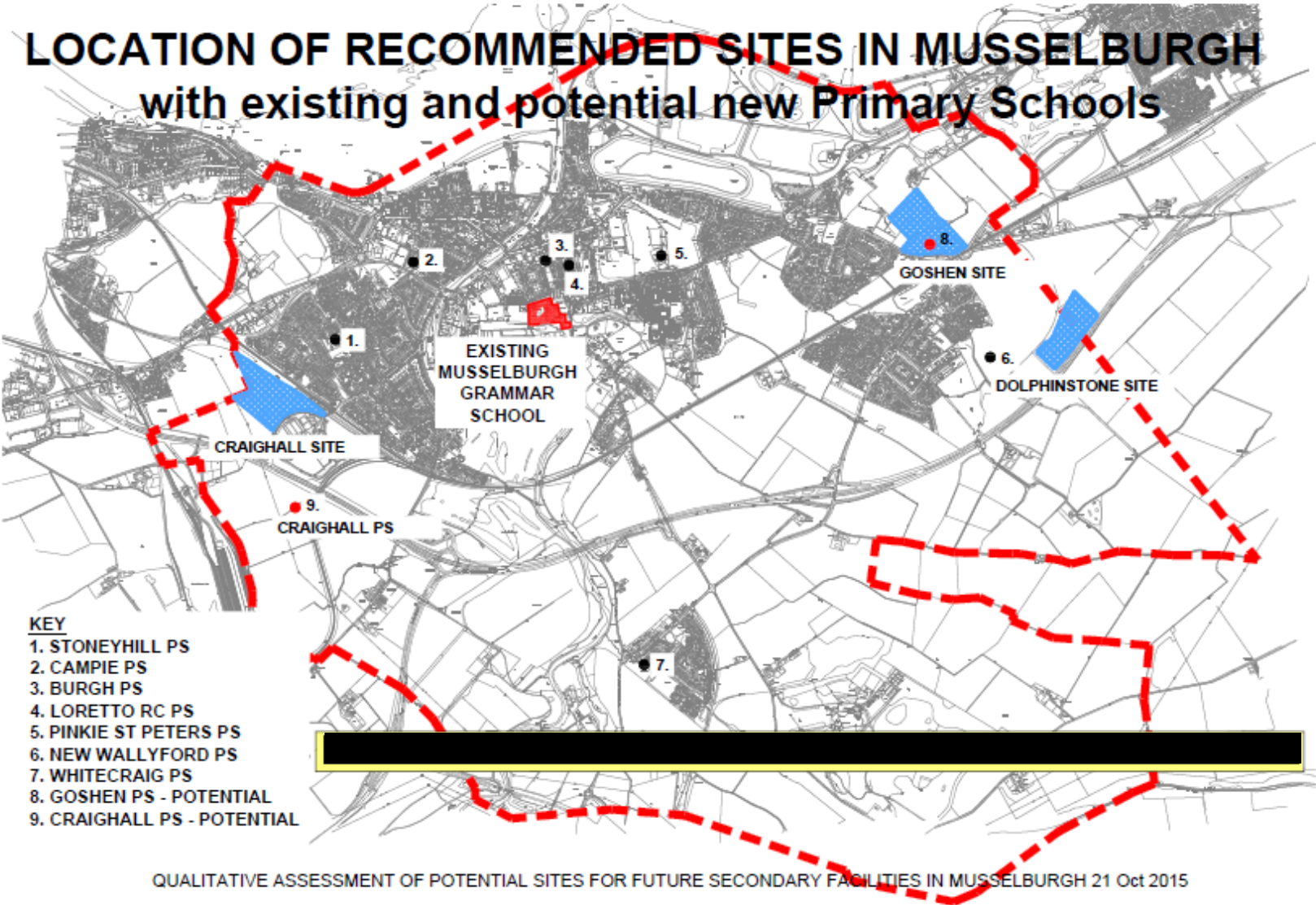
QUALITATIVE ASSESSMENT OF POTENTIAL SITES FOR FUTURE SECONDARY FACILITIES IN MUSSELBURGH 21 Oct 2015

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A QUALITATIVE ASSESSMENT OF POTENTIAL SITES FOR FUTURE SECONDARY FACILITIES IN MUSSELBURGH

LOCATION OF RECOMMENDED SITES IN MUSSELBURGH
with existing and potential new Primary Schools



QUALITATIVE ASSESSMENT OF POTENTIAL SITES FOR FUTURE SECONDARY FACILITIES IN MUSSELBURGH 21 Oct 2015

6
5

An Assessment of Potential Sites For Future Secondary School Facilities in Musselburgh Following Pre-Consultation Feedback

The recent pre-consultation from 24/06/15 to 31/07/15 generated 261 responses of which 204 (78%) were received from parents and pupils. A further 28 (11%) responses were received by members of staff and 25 (10%) responses were from others. These figures indicate a good response rate for a pre-consultation exercise and will help inform the next stage of the consultation process. From the information received there are no major “showstoppers” for any of the three options offered and the information below demonstrates emerging themes of challenges and opportunities. Completion of the questionnaire allowed respondents to choose more than one option and comments raised could be reflected by many respondents.

The emerging themes of challenges and opportunities for each of the three options are:

Option A:

Keep the existing Musselburgh Grammar as it currently stands and build a second secondary school, (roll 1100-1300). The existing school catchment would be divided and students would be allocated the appropriate school based on where they lived.

Responses: Acceptable 40%, Neutral - 18%, Unacceptable - 24%

Opportunities:

- Two S1-S6 Secondary Schools of an optimum size to provide quality education
- No additional transition (from S3 - S4)
- Small catchment areas, potentially reducing travel time
- Less disruption in staffing structures and team in the existing school
- A new school building on one site designed for 21st Century education
- Each secondary school will have its own separate cluster of new and existing primary schools
- An opportunity for the two schools to work closely together to enhance educational provision e.g. wider choice with regard to national qualifications

Challenges:

- No onsite provision for outdoor PE on one of the sites
- Pressure on other services within the Musselburgh area to deliver to two separate secondary schools
- More modern provision at the new school
- Catchment area review may impact upon community

Advantages - emerging themes from Pre-Consultation Questionnaire:

A second separate second school would benefit both, pupils and teachers as well as the community. Smaller schools where teachers and pupils know each other and allowing senior pupils to have a positive influence over junior pupils. Senior pupils inspire the younger pupils, who need this positive influence from role models, which would be lost if the school was split by age. A healthy competition between two schools of similar size would hopefully be a positive aspect and lead to improvements at the existing Grammar. Two schools serving both ends of Musselburgh would help ease traffic congestion within the centre of Musselburgh and would be safer and healthier for pupils to cycle or walk to school. Many towns

have two or more secondary schools and the risk of maintaining one single school could lead to further expansions in the future.

Disadvantages - emerging themes from Pre-Consultation Questionnaire:

Splitting same aged children into two schools could be disastrous and cause social issues, bullying and split the community, causing rivalry between the two schools. The east side of Musselburgh has a higher concentration of deprivation, which could give the perception of a 'good' and 'bad' school and lead to parents trying to get their children into the 'perceived' better school, which could be detrimental to education standards and attainment levels. Dividing catchment areas would split friendship groups and possibly lead to siblings attending different schools. There would be a desire to invest additional funds into the existing Grammar to ensure both schools are of a comparable standard. Traffic congestion could be increased as this would now affect two parts of the town instead of just one.

Option B:

Retain Musselburgh Grammar and all catchment students would attend for years S1-S3, the 'Broad General Education', (with an approximate peak roll of 1300). A new additional facility for Musselburgh Grammar would be built, in a new location, to accommodate years S4-S6, the 'Senior Phase', (with a peak roll of approximately 1250).

Responses: Acceptable - 26%, Neutral - 36%, Unacceptable - 24%

Opportunities:

- A new facility designed for 21st Century education, with new learning spaces allowing innovative ways of learning and teaching to be undertaken
- No changes to existing secondary catchments
- Equality of provision across Musselburgh
- The existing building would still access the playing field at Pinkie St Peter's PS
- Enhancement of educational provision to deliver better partnership working, better outcomes for pupils and to develop innovative practice, particularly in the Senior Phase

Challenges:

- Distance between campuses may cause difficulties of timetabling staff, the impact of staffing on school structures
- There would be an additional transition (S3 to S4)
- Existing building would need to be extended to meet the projected S1 to S3 roll

Advantages - emerging themes from Pre-Consultation Questionnaire:

A single secondary school split over two campuses allows the greatest possibility of keeping the community intact and allowing pupils at similar developmental stages to enjoy the widest possible variety of subjects and equality of provision for the whole of the Musselburgh catchment area. It could also assist overcoming long-term underperformance at MGS. This model works well in other European countries and allows ELC to be innovative and bold to create Scotland's best secondary school. It will provide opportunities for developing learning spaces and a culture suited to two stages. It will make an easier transition for S1 pupils after attending small primary schools. It could alleviate some of the traffic congestion if split over two sites and more children would be able to cycle or walk to school.

Disadvantages - emerging themes from Pre-Consultation Questionnaire:

There could be difficulties in providing a teaching provision for lower and upper school over two campuses and could limit teachers to teaching either junior or senior level classes. This would not attract the best teachers for a school that is only S1-S3 and therefore only part of secondary education. Arranging whole school events would be a logistical nightmare and would be difficult for teachers to commute between the two campuses. It would be disruptive to pupils as they would have a second transition from S3 to S4 which would incorporate new rules, building and teachers. It would almost be better to split the schools by S1-S2 and S3-S6 as subjects are chosen from S3 onwards and changing schools after the first of the two crucial years to lead into S5&6 would be challenging and disruptive. There would be a division between younger and older pupils and the younger pupils would have no senior role models which helps the development and motivation of the S1-S3 pupils to have success in education modelled by the S4-S6 pupils who provide the inspiration. Pupils too close in age can lead to bullying and being among older pupils can change the atmosphere positively. The younger pupils would lose out on buddy/mentoring support and the senior pupils would lose responsibility of setting an example.

Option C:

Close the existing school and provide a new school to accommodate all students S1-S6 (Roll 2550). The roll for this new facility would be one of the largest in Scotland, although the school would be designed appropriately with sufficient space and areas to ensure a good learning environment.

Responses: Acceptable - 32%, Neutral - 20%, Unacceptable - 45%

Opportunities:

- A new facility designed for 21st Century education, with new learning spaces allowing innovative ways of learning and teaching to be undertaken
- No changes to existing secondary catchments
- Continuity of provision on the same site
- No additional transition compared to Option B
- Opportunities to work with other services to meet the diverse needs of the community e.g. police, health, voluntary
- Opportunities for increased choice in pathways for young people through partnership links with QMU, Academies etc
- Opportunities for bespoke vocational facilities e.g. Tots and Teens crèche etc
- Possible enhancement of authority facilities e.g. facilities for young people with Additional Support Needs
- Opportunity for new high quality community facilities

Advantages - emerging themes from Pre-Consultation Questionnaire:

A new building with opportunities to teach diverse and vocational subjects, despite being large, would be a great example to set as pupils would have the chance to mix with children of all ages and a new school would benefit children in years to come. The benefit of having one school at the centre of the community allows pupils from diverse backgrounds to meet and there is the potential for a state of the art facility, housing all support services. There would be room for outdoor PE classes onsite, which would save time and allow for quality lessons to take place without walking as part of the lesson. Traffic congestion needs to be diverted from Musselburgh town centre and one large campus would make communication easier and lessen travel difficulties. Locating a larger school outwith the town centre would reduce truancy rates and also a reduction in pupils descending on town food outlets at lunchtime. One school would benefit both, teachers and pupils, a united secondary school where relationships are

built and community spirit is nurtured. The James Gillespie campus in Edinburgh is a good example. It would allow for multi-agency working - health, social work, educational psychologists, police and assist with GIRFEC principles. A whole school approach to pupil education and integration with the community and socialisation.

Disadvantages - emerging themes from Pre-Consultation Questionnaire:

One single school would increase the school roll to approximately 2500 pupils, which would make the transition to a large school difficult for pupils and would therefore increase levels of anxiety for pupils, especially those with complex additional support needs. It would also make school a challenging experience for a lot of pupils as some children would be 'lost' in such a huge environment. There could be difficulties of managing pupils who are less known to teachers due to the size of the school, a smaller school means children are known as individuals. A large school on the outskirts of town would mean that only a small proportion of pupils would be able to walk to school and other pupils would have increased travel to the new location. This in turn would be detrimental to the town centre shops and businesses. It would be tragic and a waste of money to demolish the newly refurbished existing Grammar. The current Grammar has managed to maintain a community spirit and positive ethos despite its size, which would be hard to maintain in a school twice its size. Even the current size of the existing Grammar exacerbates problems of bullying, victimisation and a culture of getting pupils in one door and out the other, regardless of grades. The current Grammar has a poor academic results record and is partly due to its current size of pupil roll. Musselburgh has a very mixed catchment area with some challenging behaviour and areas of high social deprivation. The school has recently been re-categorised in the LEAPS (Lothians Equal Access Programme for Schools) programme due to poor attainment. Class teachers, department heads and management must work together to maintain standards and values. The fear is that this would be impossible in a 'super' school. It has been proven that schools with a higher roll than 1300+ have lower achievement rates and higher 'drop out' rates. Two comments that arose from parents are: "I would rather move house than send my two children to a school with a roll over 2000 pupils" and "If one massive school is the chosen option, I would be forced to look for alternative high school options".

Summary: It was stressed in the questionnaire that the quality of education should be more important than the building itself (whilst also bearing in mind the potential loss of greenbelt areas). Whatever is decided, it is essential that the school(s) provides the highest possible learning experience and that the facilities (whether new or existing) are suitable for 21st Century teaching and learning. Improved facilities will not necessarily raise standards, however sense of the 'new' could raise aspirations among pupils and parents. Children should be encouraged to cycle or walk to school in terms of the environment and encouraging children to be active. It is fully understood the need to engage parents and pupils in this decision, however these opinions are likely to be based on traditions and emotions rather than sound educational advice. It is therefore imperative that the thoughts and opinions of educational professionals are given high priority.

Headline Statistics:

Factors deemed as 'Very Important' and 'Important' when considering options for secondary provision:

- High quality learning environment - 99%
- Walk to school safely - 93%
- Public transport accessible - 88%
- New subjects - 83%
- One secondary school covering the whole of Musselburgh - 41%

- Cost - 39%

School size (agreeing or strongly agreeing with school size) ** figures in brackets include neutral:

- 1000 - 1350 80% (93%)
- 1351 - 1700 54% (77%)
- 1701 - 2000 21% (39%)
- 2001 - 2500 23% (34%)

What these figures are telling is that although the respondents are in favour of one school for the Musselburgh area, they would prefer the pupil roll to be capped at a certain level and are less keen on establishing a 'super' school to accommodate all pupils.

Views on the three options:

	Acceptable	Neutral	Unacceptable
Option A (A second separate secondary school)	40%	18%	24%
Option B (One secondary school over two sites - pupils split S1-S3 and S4-S6)	26%	36%	24%
Option C (One new school built to accommodate all pupils)	32%	20%	45%

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Secondary School Provision in Musselburgh - Pre-Consultation

- Consultation from 24/06/15 to 31/07/15
- 261 Responses received

Q1 Which of the following are you?...

	Total	Percent of all
Parent	184	71%
Pupil	20	8%
Member of staff	28	11%
Other	25	10%
Not answered	4	2%

Q2 Are you or your child / children currently at a primary or secondary school in Musselburgh?

	Total	Percent of all
Primary	174	67%
Secondary	85	33%
Not answered	38	15%

Q3 How important are the following factors to you when considering the various options for secondary school provision in Musselburgh?

'One secondary school covers the whole of Musselburgh'		
	Total	Percent of all
Very important	63	24%
Important	44	17%
Doesn't matter either way	54	21%
Fairly unimportant	32	12%
Not important	57	22%
Not answered	11	4%

'A high quality learning environment is provided'		
	Total	Percent of all
Very important	250	96%
Important	7	3%
Doesn't matter either way	0	0%
Fairly unimportant	0	0%
Not important	0	0%
Not answered	4	2%

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Appendix B2

'There are opportunities to learn new subjects not previously taught'		
	Total	Percent of all
Very important	115	44%
Important	102	39%
Doesn't matter either way	30	11%
Fairly unimportant	6	2%
Not important	3	1%
Not answered	5	2%

'Schools can be reached using public transport'		
	Total	Percent of all
Very important	149	57%
Important	82	31%
Doesn't matter either way	19	7%
Fairly unimportant	1	0%
Not important	5	2%
Not answered	5	2%

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Appendix B2

'Pupils are able to walk to school safely'		
	Total	Percent of all
Very important	178	68%
Important	64	25%
Doesn't matter either way	12	5%
Fairly unimportant	0	0%
Not important	0	0%
Not answered	7	3%

'The cost of a new school (or schools) is kept as low as possible'		
	Total	Percent of all
Very important	34	13%
Important	68	26%
Doesn't matter either way	71	27%
Fairly unimportant	44	17%
Not important	36	14%
Not answered	8	3%

[Type text]

[Type text]

Q4 How much do you agree or disagree with the following statements about school size?

'I would be happy with a secondary school pupil role of 1000 – 1350 pupils'		
	Total	Percent of all
Strongly agree	133	51%
Agree	75	29%
Neither agree nor disagree	34	13%
Disagree	6	2%
Strongly disagree	2	1%
Not answered	11	4%

'I would be happy with a secondary school pupil role of 1351 – 1700 pupils'		
	Total	Percent of all
Strongly agree	28	11%
Agree	113	43%
Neither agree nor disagree	59	23%
Disagree	25	10%
Strongly disagree	23	9%
Not answered	13	5%

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Appendix B2

'I would be happy with a secondary school pupil role of 1701 – 2000 pupils'		
	Total	Percent of all
Strongly agree	12	5%
Agree	42	16%
Neither agree nor disagree	46	18%
Disagree	84	32%
Strongly disagree	63	24%
Not answered	14	5%

'I would be happy with a secondary school pupil role of 2001 – 2500 pupils'		
	Total	Percent of all
Strongly agree	26	10%
Agree	33	13%
Neither agree nor disagree	30	11%
Disagree	34	13%
Strongly disagree	126	48%
Not answered	12	5%

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Q5 Please indicate your views on the three options outlined for possible secondary school accommodation in Musselburgh.

	Acceptable	Neutral	Unacceptable
Option A (A second separate secondary school)	40% (106)	18% (47)	24% (63)
Option B (One secondary school over two sites – pupils split S1-S3 and S4-S6)	26% (69)	36% (95)	24% (64)
Option C (One new school built to accommodate all pupils)	32% (85)	20% (53)	45% (117)

APPENDIX C

Education Provision Musselburgh - Evaluation Paper

		Option A				Option B				Option C			
		New Second Secondary School				Senior phase S4-S6 and existing MGS S1-3				Single Secondary School			
		Dolphinstone		Craighall		Dolphinstone		Craighall		Dolphinstone		Craighall	
		Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score
Objective	Weighting Factor	1-10		1-10		1-10		1-10		1-10		1-10	
A solution that is flexible and adaptable to future changes including levels of demand, demographics, and policy changes	4	60	240	59	236	47	188	49	196	57	228	59	236
Provide for the potential for innovation in the learning environment for all pupils and the Musselburgh community	5	50	250	46	230	44	220	49	245	63	315	63	315
The new facility is easily and safely accessed by foot, bicycle or public transport and does not undermine Scottish Planning Policy 'town centre first' principle.	5	54	270	37	185	57	285	39	195	54	270	37	185
Opportunities for energy efficiency and sustainability over the whole of the secondary estate in Musselburgh are increased by the new provision.	3	55	165	48	144	45	135	40	120	68	204	61	183
Potential school sites allow for sensible / balanced distribution of 'feeder' primary schools	4	58	232	32	128	52	208	46	184	53	212	47	188
Total	21		1157		923		1036		940		1229		1107

Ranking

2

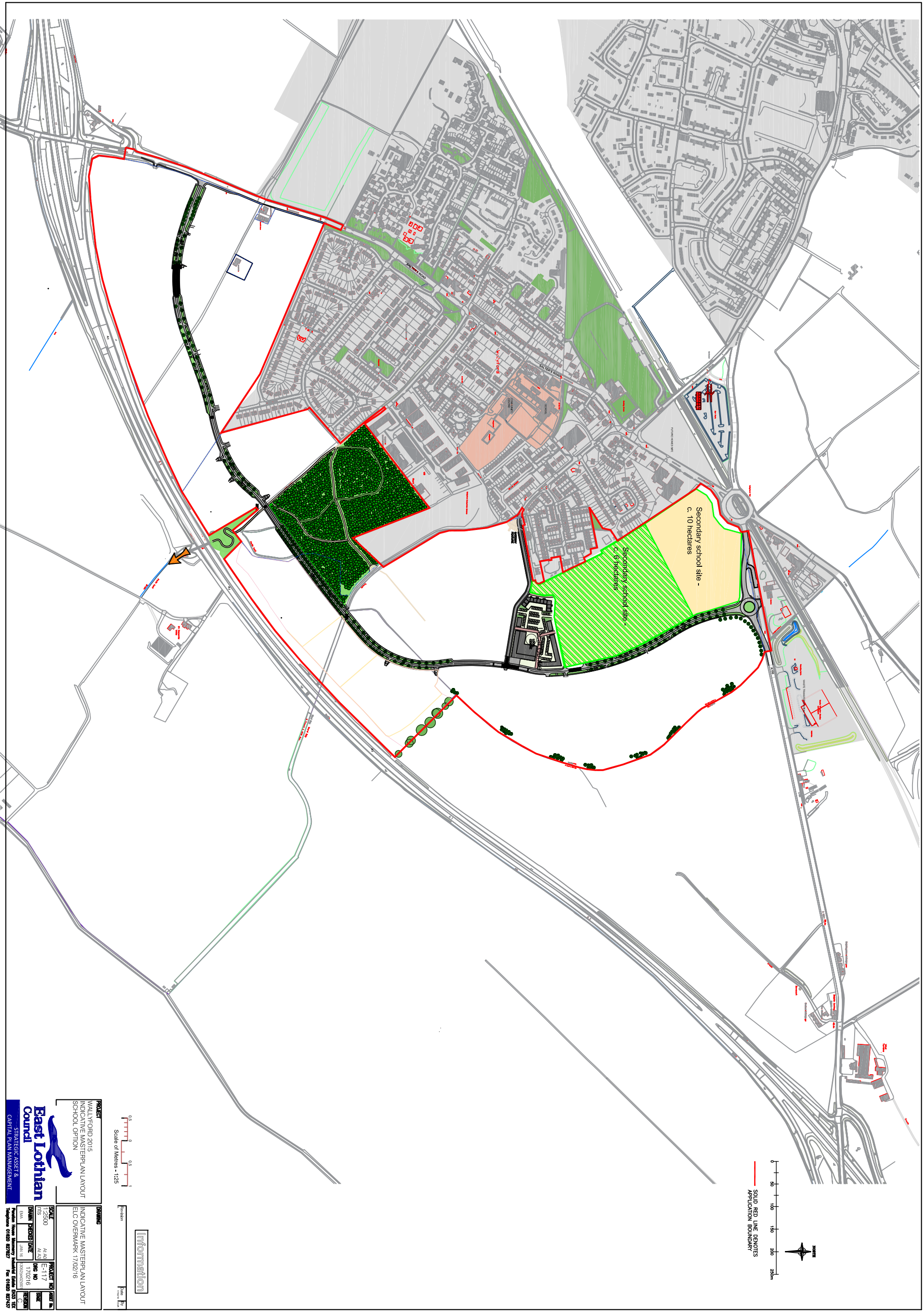
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Scale of Meters - 1:25

0 50 100 150 200 250m
SOLID RED LINE DENOTES APPLICATION BOUNDARY

Information

PROJECT
WALLFORD 2015
INDICATIVE MASTERPLAN LAYOUT
SCHOOL OPTION

INDICATIVE MASTERPLAN LAYOUT
ELC OVERMARK 17/02/16

East Lothian Council
STRATEGIC ASSET 8
CAPITAL PLAN MANAGEMENT

SCALE	A4	PROJECT NO	15200
DATE	17/02/16	REV	0
DESIGNER	ALR	DATE	17/02/16
CLIENT	East Lothian Council	PROJECT NO	15200
PROJECT NO	15200	REV	0
DATE	17/02/16	DATE	17/02/16
DESIGNER	ALR	PROJECT NO	15200
CLIENT	East Lothian Council	DATE	17/02/16

REPORT TO: East Lothian Council

MEETING DATE: 26 April 2016

BY: Director of Health and Social Care Partnership

SUBJECT: Developing Specialist Support and Care at Home Services

7

1 PURPOSE

- 1.1 To inform Members about the Integration Joint Board's (IJB) plans to develop specialist support and care at home services over the coming 12 months.
- 1.2 To prepare East Lothian Council for the tendering requirements that will result from these development plans.

2 RECOMMENDATIONS

- 2.1 Members are asked:
 - to consider and ratify the plans and timescales which the IJB has put in place to support the development of specialist support and care at home services; and
 - to approve the process for procuring services, as required by the IJB.

3 BACKGROUND

- 3.1 **The Specialist Provider Framework** provides care and support at home to people who have complex needs including learning disability, physical disability and mental health problems. The framework was awarded in 2009 and originally eleven providers were offered and accepted contracts. Currently 369 service users are supported through this framework with 12,019 hours of support being delivered per week.
- 3.2 In April 2015 newly negotiated hourly rates and sleepover rates were agreed between providers and the Council as part of an extension of the existing framework beyond the originally contracted period. This

extension was agreed to allow time to establish agreement on how the future service delivery would operate in the current and future context of self directed support, improved technology and financial constraint. The framework, which now has 7 providers, currently costs around £6.9 million per year, with an additional £0.9 million per year spent on sleepovers.

- 3.3 There are also 12 providers delivering services under a spot contract that was agreed during a Best Value review of providers prior to the award of the Framework. This work is considered 'Off Framework'.
- 3.4 Currently the Council spends around £2.2 million on services from providers who are 'off-framework'; with an additional £0.26 million spent on sleepovers.
- 3.5 Reasons for using off-framework providers are due to a legacy of service user choice; spot purchased contracts, and meeting an individual service user need not being financially viable for framework providers.
- 3.6 There are a number of people with complex needs in hospital or residential settings including a large number currently residing out of area, who will require significant funding to meet their outcomes. The return of these individuals to the community will require the development and co-ordination of community housing, activities and health and social care services to meet individual complex, long term, health and social care needs. Some of this work will fall within the scope of the current development plans.
- 3.7 There are a number of young adults soon to transition into Adult Services. The maximum projected costs of providing support under the current model in 2016/17 is £2.2 million. These individuals will have long term/life-long support needs that will require a collaborative approach by Social Work, Health and Housing to enable them to live in their communities as independently as possible.
- 3.8 **The Help to Live at Home (HTLAH) framework** provides care and support at home to all Service Users aged 16 and above but primarily to older people aged over 65. The framework contract period commenced on 1 April 2014 and expires on 31 March 2017.
- 3.9 Ten providers were awarded a contract, and these were allocated work across six zones. At the commencement of the contract framework providers delivered care to 862 clients (7720.83 hours). The framework currently supports 1,236 people with 10,672 hours per week of care being delivered.
- 3.10 East Lothian Council has significant, ongoing, capacity issues within this framework. The reasons for this include provider (and internal service) recruitment and retention problems (across the County but particularly in rural areas), and difficulty in arranging double up care packages.
- 3.11 As well as the capacity challenges there are a number of other challenges these plans and subsequent tendering of care at home

services will need to resolve. These include an alternative to the zoning system for organising care delivery which has not been adhered to for some time; the number of provider acquisitions that have occurred; the level of off-framework business being purchased and the challenges around the provision of double-up care.

- 3.12 As with the specialist framework, reasons for using off-framework providers are due to a legacy of service user choice; spot purchased contracts, and meeting an individual service need not being financially viable for framework providers.
- 3.13 The spend in 2015/16 on HTLAH framework was £4.733 million, with an additional £1.357million spent on off-framework provision, a total of £6.09 million.
- 3.14 Both frameworks have been aligned in terms of timing and have been extended from April 2016 for 12 months. The next contracts for both specialist provision and care at home provision will be in place from April 2017.

Service Development Plans

- 3.15 **The Specialist Framework** is undergoing a re-modelling. This re-modelling includes the assessment of all individuals currently in receipt of support from this framework to establish individual outcomes for all linked to an individual budget. This will be a significant change from the current arrangement which involves paying the provider an agreed rate per hour for the provision of care. This is in line with the roll-out of self directed support.
- 3.16 These assessments will point towards other possible models of community provision that could be commissioned under the new arrangements.
- 3.17 How night time support is currently being provided is to be reviewed with an exploration of alternatives such as the use of Technology Enabled Care (TEC) in order to maximise independence. Alternative arrangements will only be put in place for those individuals where it is appropriate and following a thorough assessment of risk.
- 3.18 A community model of delivery called Neighbourhood Networks is to be piloted. This involves the establishment of a network within which around 12 people are supported and able to engage within their own immediate communities.
- 3.19 The unmet accommodation and support needs of a small number of those individuals with more complex support needs is to be addressed (for the immediate term only) within the scope of this project and resulting tenders and a link to the longer-term housing strategy for the next 5-10 years will be established.
- 3.20 The above re-modelling and piloting is to be conducted using a co-production approach with key stakeholders including service users and

family members and groups, provider organisations and front-line workers.

- 3.21 **The Help to Live at Home Framework** will be tendered on a similar basis to the current framework with a number of adjustments made. These will include:
- 3.22 Developing one care at home framework which will be accessed by all clients with care at home support needs.
- 3.23 Building in access to the new framework for children and young people who have care at home support needs in order that only the one framework will be needed.
- 3.24 Addressing the current capacity issues within the current framework in order to better meet demand for care at home. This will include looking at alternatives to zoning when planning the provision of care at home across the county.
- 3.25 Built into the new contractual arrangements will be the intention to pilot individual budgets for people in receipt of care at home from year one of the new arrangements.

4 POLICY IMPLICATIONS

- 4.1 The Social Care (Self-Directed Support)(Scotland) Act 2013 places a duty on local authorities to facilitate a number of options for individuals to manage an individual budget be that a Direct payment or an Individual Service Fund or a combination. The development plans described within this paper further progress locally how we are meeting these obligations.
- 4.2 From April 1 2016 the new integrated arrangements came into force under the Integration Joint Board and the East Lothian Health & Social Care Partnership. These arrangements include all social care provision for adults, under and over 65 and the associated health and social care budgets. It is now the IJB which sets the strategic direction for the planning of health and social care services in East Lothian and this in turn will lead to directions to the Council with regard to the commissioning and tendering of the appropriate services. These development plans fall firmly in the scope of these new arrangements.

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 The project outlined within this report will be subject to the Integrated Impact Assessment process at all stages of the development of the new models and will be conducted and revised in three stages namely at the beginning of the development process, midway through at draft model development stage and at the end of the development process.

- 5.2 During this commissioning project it is important to ensure that individual, family and community needs and strengths are accurately identified, leading to services commissioned through a process of involvement, engagement and action that results in a reforming of how specialist care and support at home services are currently delivered, experienced and purchased.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – Changes to the Living Wage in 2016 will further add to the financial modelling needed in order to establish the budget for the provision of care at home services and the agreed provider rate(s). There is the potential for efficiencies resulting from the areas of modelling around specialist provision.
- 6.2 Personnel - The outcome from the tendering activity may result in changes to the providers we contract with. On these occasions it may be necessary that staff transfer from one provider to another. The project timeline has allowed for a 6 months transition phase from April 2017 to ensure continuity of care.
- 6.3 Other – As well as the involvement of key stakeholders such as service users, carers and providers, the project is being supported by a number of key national bodies which will bring expertise and ensure the models we develop are robust and ensure good quality of care. These bodies include NHS National Services Scotland, Scottish Commission for Learning Disability and the Care Inspectorate.

7 BACKGROUND PAPERS

- 7.1 IJB 2015102904 Commissioning Services, attached as an appendix.

AUTHOR'S NAME	Bryan Davies
DESIGNATION	Service Manager - Resources
CONTACT INFO	7894
DATE	11/04/16



REPORT TO: East Lothian Integration Joint Board

MEETING DATE: 29 October 2015

BY: Chief Officer

SUBJECT: Commissioning Care at Home Services: IJB Role

1 PURPOSE

- 1.1 This report provides an overview of initial work in the development of a tendering methodology for specialist care at home services as an element of the Strategic Plan. The report also outlines the role of the IJB in the process.
- 1.2 Any member wishing additional information should contact the author of the report in advance of the meeting.

2 RECOMMENDATIONS

The Integration Joint Board is recommended to:

- 2.1 Note the proposed methodology for the specialist services tendering process and associated timescales.
- 2.2 Agree that the strategic direction of the specialist services will be determined through a direction from the IJB to East Lothian Council and NHS Lothian as part of the process in delivering the Strategic Plan.

3. BACKGROUND

- 3.1 One of the major shifts in service delivery over recent years has been the increase in independent and third sector provision of care - both care homes and care at home. Good quality, consistent care at home is critical to the achievement of personal and integration outcomes and without the valuable contribution of the independent and third sectors and its workforce the health and social care system would be challenged. Effective planning and commissioning of these services is therefore vital to the ambition of the Strategic Plan.
- 3.2 Care at home services in East Lothian are currently provided through two types of framework agreements with service providers: the specialist provider framework and the Help to Live at Home (HTLAH)

framework. The specialist framework contract provides care and support to people at home who have complex needs including learning disability, physical disability and mental ill health and has been extended until 31 March 2016.

- 3.3 A number of challenges have been identified within the specialist framework locally, not least lack of capacity, the need to more effectively horizon scan for those in transition, and cost inefficiencies. In addition there are broad challenges across the wider care at home sector which can be summarised as:
 - 3.3.1 Recruitment and retention of care staff: there are compounding difficulties in recruiting into the care sector which is viewed as low paid but with high responsibilities and close scrutiny. There are a limited number of people working in the care sector across Lothian and when one organisation recruits, as a broad generalisation this removes staff from another provider in the county and overall capacity remains relatively static. The high mobility of carers across the sector causes additional disruption to service users and providers.
 - 3.3.2 The level of restructuring and acquisitions across the care at home sector: within the current frameworks national organisations have grown by acquiring or merging with other care at home providers which does not necessarily increase the overall capacity of the framework.
 - 3.3.3 The resulting inability to meet the level of need across East Lothian within a sector which is experiencing change and within increasing financial pressures: currently there is unmet need not addressed in a consistent way through the care at home frameworks.
- 3.4 Work is ongoing within the Health and Social Care Partnership to develop a new commissioning and tendering process for specialist care at home services which will support service redesign, develop more innovative, integrated solutions, greater resource efficiency and service user satisfaction. Self Directed Support (SDS) will be a key element of consideration in this in order to allow for choice within the finished commissioning arrangements.
- 3.5 An appropriate timescale to allow for effectively scoping, co-producing, business modelling and transitioning such a process and the proposed methodology likely to be 24 months.
- 3.6 Given the timeline of the retendering process, the commissioning exercise will be effectively undertaken after the date when functions will be delegated to the IJB and the strategic direction of the specialist services will therefore be through the mechanism of a direction from the IJB, via the Strategic Plan, to East Lothian Council and NHS Lothian.

3.6 The wider care at home / HTLAH commissioning framework commenced on 1 April 2014 and expires on 31 March 2017 with the option of being extended for an additional two years at the Council's discretion. The future model of care for retendering this function will therefore be under the jurisdiction of the IJB. The experience and learning from the approach to the model of care for specialist care at home will be embedded at the earliest stage in a parallel approach to the development of a longer term, sustainable commissioning strategy for care at home services which provides sufficient, high quality capacity for care at home across all localities as soon as practicable.

4. POLICY IMPLICATIONS

4.1 There are no policy implications associated with consideration of this information update.

5 EQUALITIES IMPLICATIONS

5.1 The proposed methodology for recommissioning specialist services will place a strong and explicit emphasis on co-designing services and approaches which will more effectively ensure equality of service provision.

6 RESOURCE IMPLICATIONS

6.1 There are no immediate resource implications associated with consideration of this information update

7 BACKGROUND PAPERS

7.1 None.

AUTHOR'S NAME	Carol Lumsden
DESIGNATION	Transformation and Integration Manager
CONTACT INFO	Carol.lumsden@nhslothian.scot.nhs.uk
DATE	22 October 2015

REPORT TO: East Lothian Council

MEETING DATE: 26 April 2016

BY: Depute Chief Executive (Partnerships and Community Services)

SUBJECT: New Charges – Environmental Health Service

8

1 PURPOSE

- 1.1 The purpose of this report is to provide Council with a schedule of new charges for services delivered/proposed to be delivered by the Environmental Health Service.

2 RECOMMENDATIONS

- 2.1 It is recommended that Council approve:
- a) the schedule of new charges for services delivered/proposed to be delivered by the Environmental Health Service
 - b) in principle, subject to the conclusion of the service review, the establishment of a pest control treatment service.

3 BACKGROUND

- 3.1 Charging (to recover the costs of providing a discretionary service) is an innovative method of working to meet local needs through delivering value for money, sustaining quality of service provision.
- 3.2 As part of a review of the Environmental Health Service chargeable activities, including the proposal to establish a pest control treatment service, have been identified to generate income, in order to preserve, maximise and augment frontline service delivery.
- 3.3 The implementation of a pest control treatment service is discretionary. It is a service provided by most local authorities, particularly targeting those pests considered a public health risk, such as rats and mice.

Treatment is a separate issue to enforcement of statutory pest control legislation that remains a duty on the Council.

- 3.4 The Council is not required to undertake pest control treatment but, if it chooses to do so, there is no requirement to offer this service free of charge.
- 3.5 Other powers and duties regarding public health pests are included in other Environmental Health legislation, for example in relation to Food Safety, Public Health and Housing.
- 3.6 The following tables detail example levels of calls received by neighbouring authorities' pest control services and associated charges levied.

	Rats / Mice	Wasps	Other Pests	Total Enquiries
West Lothian	507	856	460	1823
Scottish Borders	761	226	228	1215
Midlothian	n/a	n/a	n/a	597

Number of calls received by Local Authority (2014-15)

	Rats / Mice	Wasps	Other insects
West Lothian	62.00	43.50	49.50
Scottish Borders	57.60	57.60	57.60
Midlothian	60.00	37.20	37.20 (60.00 bedbugs)

Charges levied by Local Authority (2015-16)

- 3.7 New charges for the treatment of pests by East Lothian Council is appended in Appendix A.
- 3.8 A concessionary rate has been introduced for Pest Control treatment. Charges for services will be reduced by 50% for domestic occupiers who are in receipt of the following, to maximise access of the service and ensure treatment of pests is not cost prohibitive:
- Housing Benefit
 - Income Support
 - Income Based Job Seekers Allowance
 - Universal Credit
 - Pension Credit
- 3.9 Through the implementation of a Pest Control treatment service and associated charges, East Lothian Council is introducing choice to its residents, whilst sustaining communities in introducing concessionary rates.
- 3.10 Sampling charges are also being introduced to ensure costs associated with requested sampling by individuals, organisations or companies are fully recovered by the Environmental Health Service. No charge will be levied for any sampling necessary in terms of Food Safety, Public Health and other investigative requirements. These charges are detailed in the appended paper, Appendix A.
- 3.11 A Certificate of Suitability may also be referred to as a Section 50 Certificate, as required under the Licensing (Scotland) Act 2005. The law requires that premises comply with the requirements of the regulations made under section 16 of the Food Safety Act 1990 relating to

construction, layout, drainage, ventilation, lighting and water supply or concerned with the provision of sanitary and washing facilities. A Charge for the provision of this Certificate is being introduced, as detailed in the appended paper, Appendix A.

4 POLICY IMPLICATIONS

- 4.1 The East Lothian Plan 2012-2017, *Growing the Capacity of our Council*. Providing an improved service and one that is value for money. Maximising the Service’s resources and ensuring that resources and efforts are aligned to the Single Outcome Agreement and Council Plan priorities.

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 The subject of this report has been through the Integrated Impact Assessment process. The assessment recognises that charging for services can be difficult for individuals, families and businesses with low incomes, discretionary rates will be applied and monitored to ensure fair access to the service.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – The establishment of the pest control service should realise an income to recover all costs incurred in the delivery of the service and contribute to the required efficient workforce management savings targets for the Environmental Health Service moving forward. The revised charges for the other Environmental Health Services ensures recovery of all reasonably incurred expenses.
- 6.2 Personnel – None.
- 6.3 Other – None.

7 BACKGROUND PAPERS

- 7.1 East Lothian Council Plan 2012 – 2017.

AUTHOR’S NAME	Derek Oliver
DESIGNATION	Environmental Health Service Manager
CONTACT INFO	doliver@eastlothian.gov.uk
DATE	13 th April 2016

Appendix A Environmental Health Service – Proposed New Charges

Environmental Health Service: Pest Control	2015-16	2016-17	2017-18	2018-19
Rats & Mice Treatment – Domestic (Non-Council Tenant)	-	£60	£62	£64
Rats & Mice Treatment – Domestic (Non-Council Tenant Concession)	-	£30	£31	£32
Rats & Mice Treatment – Non-Domestic Premises (initial visit)	-	£60	£62	£64
Rats & Mice Treatment – Non-Domestic Premises (each subsequent visit) (per hour)	-	£40	£42	£44
Wasps Treatment – Domestic (Non-Council Tenant)	-	£40	£42	£44
Wasps Treatment – Domestic (Non-Council Tenant Concession)	-	£20	£21	£22
Wasps Treatment – Non-Domestic Premises (initial visit)	-	£40	£42	£44
Wasps Treatment – Non-Domestic Premises (each subsequent visit) (per hour)	-	£40	£42	£44
Other Pests* – Domestic (Non-Council Tenant)	-	£40	£42	£44
Other Pests* – Domestic (Non-Council Tenant Concession)	-	£20	£21	£22
Other Pests* – Non-Domestic Premises (initial visit)	-	£40	£42	£44
Other Pests* – Non-Domestic Premises (each subsequent visit) (per hour)	-	£40	£42	£44
Pest Management Contract	-	Quoted following detailed survey & assessment		

*Other pest species to be controlled by East Lothian Council Pest Control service:

Ants
 Bedbugs (from 2017-18)
 Cockroaches
 Feral pigeons (multiple visits may be necessary and charged accordingly)
 Fleas (from 2017-18)
 Moles
 Rabbits (multiple visits may be necessary and charged accordingly)
 Squirrels (within properties)
 Stored Product Insects

This list will be reviewed each year, with consideration of demand and respective capacity.

Environmental Health Service: Sampling	2015-16	2016-17	2017-18	2018-19
Requested Sampling*	As above	£5.00 per Lab Unit + £40.00	£5.50 per Lab Unit + £41.00	£6.00 per Lab Unit + £42.00
Requested Commercial Sampling**	As above	£5.00 per Lab Unit + £20.00 per Officer hour + mileage	£5.50 per Lab Unit + £20.50 per Officer hour + mileage	£6.00 per Lab Unit + £21.00 per Officer hour + mileage
Commercial Sampling Programme	-	Quoted following detailed assessment based upon above formula		

*Domestic / Not for Profit entities: Requested Sampling Charges will be made at ELC set Laboratory Unit cost with an additional set fee (standardised 2 hours @ Officer Hour rate + £20 standardised mileage (based upon 45p per mile to cover from Haddington to sampling point, to Laboratory, back to Haddington)). Officer time will account for travelling, data input, administration and advice/guidance provided on receipt of Report. A standardised Officer time element is deemed reasonable and fair to account for properties in all parts of the Council area. An increase in one hour of Officer time will be attributed to every 5 samples from one sampling point to account for increased administration time. Edinburgh Scientific Services provides an annual price list which will be used to calculate costs dependent upon test / analysis suite required.

** Commercial entities: Requested Sampling Charges will be made at ELC set Laboratory Unit cost with an additional Officer Hour rate + mileage (45p per mile to cover from Haddington to sampling point, to Laboratory, back to Haddington). An increase in one hour of Officer time will be attributed to every 5 samples from one sampling point to account for increased administration time. Edinburgh Scientific Services provides an annual price list which will be used to calculate costs dependent upon test / analysis suite required.

Environmental Health Service: General	2015-16	2016-17	2017-18	2018-19
Food Hygiene Section 50 Certificate	-	£100	£102	£104

REPORT TO: East Lothian Council

MEETING DATE: 26 April 2016

BY: Depute Chief Executive (Resources & People Services)

SUBJECT: Schedule of Meetings 2016/17

9

1 PURPOSE

- 1.1 To set the Schedule of Meetings of the Council, Committees and other forums for 2016/17.

2 RECOMMENDATIONS

- 2.1 The Council is asked:
- i. to approve the proposed Schedule of Meetings for 2016/17;
 - ii. to note that the date of the budget-setting meeting will be set at a later date; and
 - iii. to note that the schedule is subject to change, and that any changes will be communicated to Members and officers as soon as practicable.

3 BACKGROUND

- 3.1 The annual Schedule of Meetings for 2016/17 is presented to Members for approval. There will be approximately 130 committee meetings during 2016/17. The schedule largely follows the pattern set for previous years, with a week-long mid-term break in October, and a two-week winter break over Christmas/New Year. As 2017 is a Local Government Election year, the Council will break for the election recess at the end of March 2016. In accordance with Standing Orders, the first meeting of the newly-elected Council must be held within 21 days of the date of the election. In 2017 the date of this meeting has been scheduled for the 23 May.
- 3.2 It should be noted that, due to anticipated changes to the Council Tax system and uncertainty as regards the timescales for the announcement of the local government grant settlement, it is proposed that the date for the Council's budget-setting meeting will be set a later date.
- 3.3 Members are asked to note that there will be additional meetings of the Planning Committee, at the end of March 2017 and the end of June

2017, to meet the demands generated by the Local Development Plan. The Service Manager – Planning has also advised that a further meeting of the Committee will be required during the 2016 summer recess. Members of the Planning Committee have been consulted on their availability during August, and are advised that 9 August is the preferred date for this meeting.

- 3.4 The Integration Joint Board (IJB) and Musselburgh Joint Racing Committee set their own meeting dates and these are included on the schedule for noting rather than approval.
- 3.5 A number of dates have been scheduled for Members’ briefing sessions. The briefing session topics will be communicated to Members in due course.
- 3.6 On approval of the dates, venues for meetings and briefings will be booked and confirmed with Members and officers.

Members are asked to note that the schedule is subject to change and that any changes will be communicated as soon as practicable.

4 POLICY IMPLICATIONS

- 4.1 None

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

6 RESOURCE IMPLICATIONS

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

7 BACKGROUND PAPERS

- 7.1 East Lothian Council Standing Orders

AUTHOR’S NAME	Lel Gillingwater
DESIGNATION	Team Manager – Democratic Services
CONTACT INFO	lgillingwater@eastlothian.gov.uk x7225
DATE	13 April 2016

**East Lothian Council
Draft Schedule of Meetings 2016/17**

Day	Date	Time	Committee/Meeting	Venue (tbc)
Tues	9 August 2016	10.00	Planning Committee	
Tues	23 August 2016	10.00	East Lothian Council	
Thurs	25 August 2016	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board*	
Tues	30 August 2016	15.00	Musselburgh Common Good Committee	
Wed	31 August 2016	10.00	Police, Fire & Community Safety Scrutiny Committee	
Thurs	1 September 2016	10.00 14.00	Employee Appeals Sub-Committee Social Work Complaints Review Committee	
Tues	6 September 2016	09.15 10.00 15.00	Haddington Common Good Committee Planning Committee IJB Audit & Risk Committee	
Thurs	8 September 2016	10.00 14.00	Licensing Sub-Committee Petitions Committee	
Tues	13 September 2016	09.00 10.00 14.00	Musselburgh Joint Racing Committee Cabinet Audit & Governance Committee	
Wed	14 September 2016	10.00 14.00	Policy & Performance Review Committee Joint Consultative Committee	
Thurs	15 September 2016	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body	
Tues	20 September 2016	09.15 10.00 13.00	North Berwick Common Good Committee Education Committee Members' Briefing	
Thurs	22 September 2016	10.00 14.00	East Lothian Licensing Board / East Lothian Local Licensing Forum East Lothian Integration Joint Board*	
Thurs	29 September 2016	10.00	Dunbar Common Good Committee	
<i>Autumn Recess: Friday 14 October – Monday 24 October 2016</i>				
Tues	25 October 2016	10.00	East Lothian Council	
Wed	26 October 2016	14.00	East Lothian Partnership	
Thurs	27 October 2016	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board*	
Tues	1 November 2016	10.00	Planning Committee	

Thurs	3 November 2016	10.00	Employee Appeals Sub-Committee	
Tues	8 November 2016	10.00 13.00	Cabinet Members' Briefing	
Wed	9 November 2016	10.00	Policy & Performance Review Committee	
Thurs	10 November 2016	10.00	Licensing Sub-Committee	
Tues	15 November 2016	10.00	Musselburgh Common Good Committee	
Wed	16 November 2016	10.00	Dunbar Common Good Committee	
Thurs	17 November 2016	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body	
Tues	22 November 2016	09.15 10.00	North Berwick Common Good Committee Education Committee	
Thurs	24 November 2016	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board*	
Tues	29 November 2016	10.00	Audit & Governance Committee	
Wed	30 November 2016	10.00	Police, Fire & Community Safety Scrutiny Committee	
Thurs	1 December 2016	10.00 14.00	Employee Appeals Sub-Committee Social Work Complaints Review Committee	
Tues	6 December 2016	09.15 10.00 15.00	Haddington Common Good Committee Planning Committee IJB Audit & Risk Committee	
Wed	7 December 2016	14.00	Joint Consultative Committee	
Thurs	8 December 2016	10.00 14.00	Licensing Sub-Committee Petitions Committee	
Tues	13 December 2016	09.00 10.00 13.00	Musselburgh Joint Racing Committee Cabinet Members' Briefing	
Thurs	15 December 2016	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body	
Tues	20 December 2016	10.00	East Lothian Council	
<i>Winter Recess: Friday 23 December 2016 – Monday 9 January 2017</i>				
Tues	10 January 2017	10.00	Planning Committee	
Wed	11 January 2017	10.00	Policy & Performance Review Committee	
Thurs	12 January 2017	10.00	Licensing Sub-Committee	
Tues	17 January 2017	10.00 13.00	Cabinet Members' Briefing	
Thurs	19 January 2017	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body	
Tues	24 January 2017	10.00	Audit & Governance Committee	
Wed	25 January 2017	14.00	East Lothian Partnership	
Thurs	26 January 2017	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board*	
Thurs	2 February 2017	10.00	Employee Appeals Sub-Committee	
Tues	7 February 2017	10.00	Planning Committee	
Wed	8 February 2017	10.00	Dunbar Common Good Committee	
Thurs	9 February 2017	10.00	Licensing Sub-Committee	
Tues	14 February 2017	10.00	Cabinet	
Thurs	16 February 2017	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body	

Tues	21 February 2017	09.00 10.00 14.00	Musselburgh Joint Racing Committee North Berwick Common Good Committee IJB Audit & Risk Committee	
Thurs	23 February 2017	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board*	
Tues	28 February 2017	10.00 14.00	East Lothian Council Members' briefing	
Wed	1 March 2017	10.00 14.00	Police, Fire & Community Safety Scrutiny Committee Joint Consultative Committee	
Thurs	2 March 2017	10.00 14.00	Employee Appeals Sub-Committee Social Work Complaints Review Committee	
Tues	7 March 2017	09.15 10.00	Haddington Common Good Committee Planning Committee	
Wed	8 March 2017	10.00	Policy & Performance Review Committee	
Thurs	9 March 2017	10.00 14.00	Licensing Sub-Committee Petitions Committee	
Tues	14 March 2017	10.00 14.00	Cabinet Audit & Governance Committee	
Thurs	16 March 2017	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body	
Tues	21 March 2017	10.00 14.00	Education Committee Musselburgh Common Good Committee	
Mon	27 March 2017	09.00	Musselburgh Joint Racing Committee	
Tues	28 March 2017	10.00 14.00	East Lothian Council Planning Committee	
Thurs	30 March 2017	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board*	
<i>Election Recess: Friday 31 March – Monday 22 May 2017</i>				
Tues	23 May 2017	10.00	East Lothian Council	
Thurs	25 May 2017	10.00	Homelessness Appeals Sub-Committee	
Thurs	1 June 2017	10.00	Employee Appeals Sub-Committee	
Tue	6 June 2017	09.15 10.00	Haddington Common Good Committee Planning Committee	
Wed	7 June 2017	09.00 10.00	Dunbar Common Good Committee Police Fire & Community Safety Scrutiny Committee	
Thurs	8 June 2017	10.00 14.00	Licensing Sub-Committee Petitions Committee	
Tue	13 June 2017	10.00 14.00	Cabinet Education Committee	
Wed	14 June 2017	10.00 14.00	Policy & Performance Review Committee North Berwick Common Good Committee	
Thurs	15 June 2017	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body	
Tue	20 June 2017	10.00 14.00	Audit & Governance Committee Musselburgh Common Good Committee	
Wed	21 June 2017	14.00	Joint Consultative Committee	
Thurs	22 June 2017	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board*	

Tue	27 June 2017	10.00 14.00	East Lothian Council Planning Committee	
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* Some IJB meeting dates may be used as development sessions.

13 April 2016

REPORT TO: East Lothian Council

MEETING DATE: 26 April 2016

BY: Depute Chief Executive (Resources and People Services)

SUBJECT: Appointment of Representatives to Outside Bodies

10

1 PURPOSE

- 1.1 To seek Council approval of the nomination of Councillor McMillan to represent the Council on the John Muir Birthplace Trust, replacing Councillor Veitch.

2 RECOMMENDATIONS

- 2.1 That the Council approves the appointment of Councillor John McMillan to represent the Council on the John Muir Birthplace Trust, replacing Councillor Michael Veitch.

3 BACKGROUND

- 3.1 The Council currently has two Elected Member representatives on the John Muir Birthplace Trust, Councillors Hampshire and Veitch. Due to other commitments, Councillor Veitch has recently indicated that he wishes to relinquish his position on the Trust. The Administration has nominated Councillor McMillan as his replacement.

4 POLICY IMPLICATIONS

- 4.1 None.

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

6 RESOURCE IMPLICATIONS

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

7 BACKGROUND PAPERS

- 7.1 None

AUTHOR'S NAME	Lel Gillingwater
DESIGNATION	Team Manager – Democratic Services
CONTACT INFO	lgillingwater@eastlothian.gov.uk x7225
DATE	11 April 2016

REPORT TO: East Lothian Council

MEETING DATE: 26 April 2016

BY: Depute Chief Executive (Resources and People Services)

SUBJECT: Submissions to the Members' Library Service
11 February – 7 April 2016

11

1 PURPOSE

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

2 RECOMMENDATIONS

- 2.1 Council is requested to note the reports submitted to the Members' Library Service between 11 February and 7 April 2016, as listed in Appendix 1.

3 BACKGROUND

- 3.1 In accordance with Standing Order 3.4, the Chief Executive will maintain a Members' Library Service that will contain:
- (a) reports advising of significant items of business which have been delegated to Councillors/officers in accordance with the Scheme of Delegation, or
 - (b) background papers linked to specific committee reports, or
 - (c) items considered to be of general interest to Councillors.
- 3.2 All public reports submitted to the Members' Library are available on the Council website.

4 POLICY IMPLICATIONS

- 4.1 None

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

6 RESOURCE IMPLICATIONS

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

7 BACKGROUND PAPERS

- 7.1 East Lothian Council's Standing Orders – 3.4

AUTHOR'S NAME	Lel Gillingwater
DESIGNATION	Team Manager - Democratic Services
CONTACT INFO	lgillingwater@eastlothian.gov.uk
DATE	12 April 2016

**MEMBERS' LIBRARY SERVICE RECORD FOR THE PERIOD
11 February – 7 April 2016**

Reference	Originator	Document Title	Access
18/16	Head of Council Resources	Bad Debt Write Offs	Public
19/16	Depute Chief Executive (Partnerships and Community Services)	Service Review Report – Transformation Programme Staffing Requirements	Private
20/16	Depute Chief Executive (Partnerships and Community Services)	Planning Enforcement Notices (January 2016)	Public
21/16	Depute Chief Executive (Partnerships and Community Services)	Building Warrants issued under Delegated Powers (January 2016)	Public
22/16	Head of Council Resources	Service Review Report – HR and Payroll, Amendments to Staffing Establishment	Private
23/16	Head of Communities and Partnerships	Civil Marriage and Civil Partnership Charges – 2016/2017 Citizenship Ceremony Charges – 2016/2017	Public
24/16	Head of Development	Variation of Terms for the Sale of Alderston House, Haddington	Private
25/16	Depute Chief Executive (Resources and People Services)	Ross High School – Minor Service Review – Pupil Support Workers (Replacement New Posts)	Private
26/16	Head of Communities and Partnerships	How well did we do? The East Lothian Plan Annual Performance Report 2014/15	Public
27/16	Head of Development	Grant of Lease for 11-19 South Street, Musselburgh	Private
28/16	Depute Chief Executive (Partnerships and Community Services)	Service Review Report – Amendment to Facilities Management Services Structure – Fisherrow Community Centre	Private
29/16	Depute Chief Executive (Partnerships and Community Services)	Service Review Report – Sports Development Business Unit Staffing Adjustment	Private
30/16	Head of Children's Wellbeing	Service Review Report – Changes to Staffing Establishment within Children's Wellbeing	Private
31/16	Depute Chief Executive (Partnerships and Community Services)	Integration Joint Board Strategic Plan	Public
32/16	Depute Chief Executive (Resources and People Services)	Treasury Management Strategy 2016/17 to 2018/19	Public

33/16	Depute Chief Executive (Partnerships and Community Services)	Former Nursery School Annexe, Haddington	Private
34/16	Depute Chief Executive (Partnerships and Community Services)	Proposed Structural Alterations and Re-instatement at Old Dunbar Library	Public
35/16	Head of Development	Draft Proposed East Lothian Local Development Plan: Proposed Additional Specific Consultation	Public
36/16	Depute Chief Executive (Partnerships and Community Services)	Service Review Report – Amendment to Facilities Management Services Structure, Cleaning Services at Penston and Randall House	Private
37/16	Depute Chief Executive (Partnerships and Community Services)	Service Review Report – Amendment to Facilities Management Services Structure, Prestonpans Library	Private
38/16	Depute Chief Executive (Partnerships and Community Services)	Service Review Report – Amendment to Facilities Management Services Structure, Brunton Hall	Private
39/16	Depute Chief Executive (Partnerships and Community Services)	Building Warrants Issued under Delegated Powers – February 2016	Public
40/16	Depute Chief Executive (Partnerships and Community Services)	Planning Enforcement Notices – February 2016	Public
41/16	Director of Health and Social Care Partnership	Service Review Report – Public Protection Team	Private
42/16	Head of Children’s Wellbeing	Children and Young Peoples Services Plan 2016-19	Public
43/16	Head of Council Resources	Review of Charges for Section 75 Agreements	Public
44/16	Head of Children’s Wellbeing	Service Review Report – Children’s Wellbeing, Change to Staffing Establishment	Private
45/16	Head of Council Resources	Service Review Report – Amendments to Facilities Management Services Structure – Windygoul, Sanderson’s Wynd, Wallyford and Pinkie St Peter’s Primary Schools	Private
46/16	Head of Council Resources	Confirmation of Outcome of Application for Re-evaluation of Job	Private

7 April 2016