

East Lothian Partnership

ACTION NOTE OF THE MEETING OF THE RESILIENT PEOPLE PARTNERSHIP

Wednesday 9 March 2016, 2-4pm, The Boardroom, Edinburgh College, Milton Road East, Edinburgh

Partnership Members Present:

Mike Ash, Vice-Chair, East Lothian Integration Joint Board (MA)
 Alex McCrorie, Depute Chief Executive Resources and People Services, East Lothian Council (AMcC)
 David Small, Chief Officer, East Lothian Integration Joint Board (DS)
 Sarah-Jane Linton, Head of Performance and Planning, Edinburgh College (SJL)
 Danny Harvie, Director ELCAP, Coalition of Community Care and Support Providers in Scotland (DH)
 Cllr. Donald Grant, Spokesperson for Health and Social Care, ELC (DG)
 Cllr. Stuart Currie, Leader of the SNP Group, ELC (SC)
 Eliot Stark, Chief Executive STRiVE (ES)
 Cllr. Shamin Akhtar, Spokesperson for Education and Children’s Wellbeing, ELC (SA)

Partnership Members Apologies:

Sally Egan, Associate Director and Child Health Commissioner, NHS Lothian (SE)
 Alison Meiklejohn, Non Executive Board Member, NHS Lothian (AM)
 Anna O’Reilly, Assistant Director, Children 1st

Others Present:

Veronica Campanile, Policy Officer, Corporate Policy & Improvement, ELC (VC)
 Karen Grieve, Strategic Planning, NHS Lothian. (KG)
 Kay Morrison-Reid, Active Schools Manager, ELC
 Jon Turvill, Clinical Director, East Lothian Health and Social Care Partnership (JT)
 Eamon John, Service Manager Sport, Countryside and Leisure, ELC (EJ)
 Paolo Vestri, Service Manager Corporate Policy & Improvement, ELC (PV)
 Raymy Boyle, Service Manager GIRFEC, ELC (RB)
 Jane Ogden-Smith, Communications Officer, ELC (JOS)
 Fiona Dawson, ASSISTANT Communications and Community Engagement Officer, ELC

Item	Action
Apologies – above Follow up with David Milne, Scottish Government	VC
1. The Action Note of the RPP meeting of 18 November 2015 was approved.	VC
2. Matters arising a. Action log - outstanding actions	

Item	Action
<p><u>Musselburgh Total Place</u></p> <p>Members to check that their own organisations are aware of the MTP project and contact Rebecca Spillane to speak at meetings if required. Noted that the MTP report is ready and work is underway on the action plan. Some members have now made links. Members who have not yet been involved may have a role in the next phase.</p> <p>Action – Liaise with the MTP project lead, Children 1st and Scottish Care –VC/AOR/JP</p>	VC / AOR / JP
<p><u>Community Empowerment (Scotland) Act</u></p> <p>Action / Arrange a series of briefings/discussion on the Act:</p> <ul style="list-style-type: none"> • For Elected members – AMcC: Arranged/expected by March 2016 • For the IJB – DG / DS- under consideration by March 2016 • For NHS Lothian - MA / SE: A briefing has been agreed with Alex McMahon as part of a development session. Mike Ash to report back 	AMcC DS MA
<p><u>Autism Strategy 2015</u></p> <ul style="list-style-type: none"> • The Health and Social Care Partnership could assign a lead person. This will be set out through the new structure in June - DS / Pending • JH due to report to Head of Children’s Wellbeing with leads identified / Pending • Follow up report to this Partnership agreed mid 2016 • Noted – A. Strategy public event on 25 April – RPP to be invited / JOS 	DS JOS
<p><u>MELDAP Annual Report</u></p> <ul style="list-style-type: none"> • EC student support now linking with M. Bonnar <p>Action</p> <ul style="list-style-type: none"> • Update report on the agenda of June meeting – DS/MB • STRiVE are mapping into their database 3rd sector agencies providing services. LMcn or ES & DH to provide an update covering the wider picture at next meeting 	DS/MB ES/DH
<p><u>Priority Action – Parenting</u></p> <ul style="list-style-type: none"> • Parenting support – advise if development of the parenting pathway (and related items such as the named person responsibility) is not moving forward - update report to be presented mid 2016 - Sally Egan / Angela Dougall 	SE/AD
<p><u>RPP Governance</u></p> <ul style="list-style-type: none"> • There hadn’t been feedback from partners re the Risks and Opportunities in relation to Outcomes / delivery. However, Paolo Vestri is drafting an analysis of the Risks and Opportunities for ELP based on the Annual Performance Report, Improvement Plan and Priority Actions. <p>Action: Check if this could include relationships and involvement of partners across the ELP organisational structure - VC</p>	VC/PV
<p>Volunteering Action Plan</p> <ul style="list-style-type: none"> • Following the workshop the Draft Action Plan is on the Safe and Vibrant Communities Partnership agenda, 17 March. The final engagement stage is about to begin. Noted that the Council is also considering a new volunteering policy which will feed in to the Action Plan. Action: Draft Action Plan to be emailed to the RPP (and all partners) for input/feedback - LMcN/VC 	LMcN/VC

Item	Action
<p>3. Partners Strategic Issues / Joint Inspection of Older People's Services / David Small gave a verbal update. The report was for noting.</p> <ul style="list-style-type: none"> The final inspection report is imminent and will be published and circulated across ELP. Noted that an Improvement Plan based on initial feedback is under development overseen by Alison McDonald. <p>Action: Thanks expressed to Alison and all who had been involved – DS/VC</p>	DS/VC
<p>4. Priority Actions for partners – Physical activity with a focus on health & wellbeing Jon Turvill, Eamon John and Kay Morrison spoke to the report</p> <p>Recommendations RPP considers and approved the following, subject to amendments arising from the final consultation and the Integrated Impact Assessment</p> <p>2.1 Amendment to the PA framework to reflect the short term outcomes in the action plan – Approved</p> <p>2.2. The Draft PA Action Plan 2016-18 as the key document in delivering this priority action and contributory outcome – Approved</p> <p>2.3 Consultation on the Action Plan April-June 2016 through the Community Engagement Planning Framework – Approved</p> <p>Action</p> <ul style="list-style-type: none"> A key point is tackling barriers to participation and providing the right support to get people to make the first shift to start some form of physical activity along with the need for funding for prevention. Funds discussed: IJB, other funding partners (SEStran, Sustrans, etc), active travel percentage within the forthcoming Transport Strategy, local resources such as Common Good funds. Action on Prevention funding - MA/ DG/AMcC /SC/officers Edinburgh College is interested in contributing to the AP which may link to volunteering eg Community Achievement Award - SJL/Kay Morrison-R to pick up Partners to contribute to send suggestions on key groups of people / stakeholders to involve in the engagement process - All Carry out the Integrated Impact Assessment and Community Engagement Plan/Do/Review process and report back to next meeting - EJ/JT/KMR 	<p>MA/ DG/AMcC /SC/officers</p> <p>SJL / KMR</p> <p>All members</p> <p>EJ/JT/KMR</p>
<p>5. East Lothian Strategic Plan for Health and Social Care – David Small spoke to the report which had been written for the Integration Joint Board.</p> <ul style="list-style-type: none"> The Strategic Plan had been adopted and work was underway on the directions. The final publication will be in full, easy read and summary versions. <p>Action: circulate the Executive Summary of the Strategic Plan - VC</p>	VC
<p>6.a. Children and Young People's Service Plan 2016-19 Raymy Boyle spoke to the report</p> <p>Recommendations</p> <ol style="list-style-type: none"> The RPP is asked to approve the Children and Young People's Services Plan 2016-19 – Approved The Partnerships is asked to note the significant contribution of the Chairs of the 	

Item	Action
<p>Children’s Strategic Partnership Plan and Delivery Groups and the Supporting Planning Officers who have driven the partnership work, overseeing the development and production of the new plan. Vital support to this partnership work came from the Children’s Wellbeing Performance and Service Improvement Team and this should be acknowledged – Acknowledged (see action below)</p> <p>Action</p> <ul style="list-style-type: none"> • MA to write to Sean Gardner, NBHS, thanking him for his design work - MA • The chair asks to pass on sincere thanks to all who have been involved in developing this plan and supporting documents, noting that it is impressive the way the inspection recommendations have been addressed and the quality of the documentation - VC/RB/SS • The RPP has direct responsibility for this plan therefore present a comprehensive report one year on, with interim reporting to AMcC and DS - Sharon Saunders / RB 	<p>MA</p> <p>VC/RB/SS</p> <p>SS/RB/DS/AMcC</p>
<p>6.b. Children’s Strategic Partnership Membership Review</p> <p>Recommendations</p> <p>1. RPP are requested to review and agree the proposed amended role, remit and membership fo the CSP and Planning and Delivery Groups – Approved</p> <p>Action</p> <ul style="list-style-type: none"> • Discussion of any groups left out and noted that possibly the Food Bank - SS • Query on how Councillors are involved in deciding funding beyond that already decided. PV to consider with the CSP and report back - PV <p>2. PP are asked to note and endorse the personnel implications arising from the review of the Partnership and the PaDs, ensuring service and agency representatives are duly approved an authorised to priorities the work of the Partnership and attendance at relevant meetings within their substantive roles and remits – Noted and Endorsed</p> <p>Action</p> <ul style="list-style-type: none"> • Some organisations were missing against names so an updated list is requested. • It is crucial for staff to be able to include this within their day job – All partners Keep the Chair informed of any difficulties with partner attendance / SS/VC <p>3. RPP are asked to remit the Chair of the Children’s Strategic Partnership to write to all past and future members and advisors of the Partnership and PaDs, thanking them for their commitment and contributions to date and confirming future membership of all groups going forward – Remitted</p> <p>Action</p> <ul style="list-style-type: none"> • Report to ELP following completion of this - SS • Keep track of participation and provide further support if needed - DS 	<p>SS</p> <p>PV</p> <p>All partners SS/VC</p> <p>SS</p> <p>DS</p>
<p>7.a. Summary of attainment in SQA Examination Results in East Lothian Schools. Shamin Akhtar spoke to the two documents. No action required.</p>	<p>-</p>

Item	Action
<p>7.b. Priority Action School attendance – Alex McCrorie spoke to this item</p> <ul style="list-style-type: none"> • Some work underway with partners to improve their involvement in this matter, eg Developing East Lothian Young Workforce action plan will contribute to improving retention at school and onwards at college / university <p>Action:</p> <ul style="list-style-type: none"> • STRiVE to present a paper to the June RPP on work underway with schools and partners re extending volunteering award programmes among school children - ES • An update with an overview of initiatives across this topic will be reported to the June RPP by the new Head of Education Fiona Robertson - FR 	<p>ES</p> <p>FR</p>
<p>8.a. Draft Action note of East Lothian Partnership meeting 20 Jan. 2016.</p> <p>Noted that there would be a partnership wide event on 20 April pm, however, this date as later cancelled and further information to follow</p>	-
<p>8.b. Draft action note of the SVCP23 Nov 2016 – No action required</p>	-
<p>9. Meeting calendar dates as per the agenda - All to note</p> <ul style="list-style-type: none"> • 21 September 2016 • 16 November 2016 • 8 February 2017 • 7 June 2017 • 6 September 2017 • 22 November 2017 	All
<p>10. Next meeting- Wednesday 22 June 2016, 2-4pm, STRiVE Organisational Development, 56 High St, Tranent EH33 1HH</p>	

East Lothian Partnership

ACTION NOTE OF THE MEETING OF THE SUSTAINABLE ECONOMY PARTNERSHIP

**Wednesday 16th March 2016, 14.00-16.00, Saltire Rooms 1 and 2, East Lothian Council,
John Muir House, Haddington EH41 3HA.**

Partnership Members Present:

Nigel Paul, Chair (NP)
George Archibald, Mid and East Lothian Chamber of Commerce
Robert Carr, co-opted member
Manuela Calchini, Visit Scotland (MC)
Margot Crosbie, Skills Development Scotland
Councillor Stuart Currie, East Lothian Council
Graham King, Job Centre Plus
Angela Leitch, East Lothian Council (AL)
Ray McCowan, Edinburgh College (RM)
Councillor John McMillan, East Lothian Council (JMCM)
Mike Pretious, Social Enterprise East Lothian
Jonathan Wilson, Scottish Enterprise

Others Present:

Pauline Bristow (PB), ELC
Fiona Dawson (FD), ELC
Amber Moss (AM), ELC
Douglas Proudfoot, East Lothian Council (DP), ELC
Esther Wilson, East Lothian Council (EW), ELC

Partnership Members Apologies:

Frank Beattie, Scottish Enterprise
Kenneth Bramham, Job Centre Plus
Niall Corbett, Scottish Natural Heritage
Phil Ford, Skills Development Scotland
Councillor Norman Hampshire, East Lothian Council (NH)
Gordon Henderson, Federation of Small Businesses (GH)
Andrew White, Federation of Small Businesses (Vice Chair) (AW)

1. WELCOME/APOLOGIES

NP welcomed Partnership members to the meeting and apologies were noted.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the SEP of 14 January 2016 were agreed as an accurate record.

3. MATTERS ARISING – Action Log

Long term action around development of performance framework	No progress – may be picked up through broader review of Partnership
Discussion took place around connection between quality of public service provision, the economy and productivity. Connection between early years development/support and skills development. Report/discussion to be facilitated around this issue later this year.	Added to forward plan for Partnership. Chair to determine timing.
Views from larger business to be sought. JMM happy to undertake joint visits with other members of the Partnership	Pool of SEP members identified to participate. First tranche of organisations to visit identified and programme of meeting being set up over next 6 months. Thanks to RC for input in shaping approach to this.
Rural Economy Collaborative to be invited to nominate a non public sector representative for the SEP	No response – DP to follow up.
Major Projects Update - Steve Scott to be invited to present the QMU proposal to SEP – NP to determine best meeting Request follow up data from Viridor - EW	Added to forward plan for Partnership. Chair to identify timing. Data has been requested but not yet received.
Company Growth – Employment Land Establish a group to report back mid-year (June) which considers specific examples of economic land which has not been developed and the key issues and potential solutions	Some of this work is incorporated into visits referenced above.
Meeting Schedule December meeting to be brought forward by 1 week to Wednesday 7 December 2016	Meeting schedule changed.

THE EAST LOTHIAN PLAN (SOA 2013) – THIS PARTNERSHIP’S OUTCOMES**4. Update on Priority Action Areas Outcome 1: East Lothian has a growing and sustainable economy****a. Priority Areas 1 (Employability) and 2 (Company Growth)**

City Deal Update – it was agreed to defer this item until DP was present.

Major Projects Update

EW updated where relevant.

Cockenzie – tender for masterplan being returned next week. Contract likely to be let May.

QMU Innovation Hub – consultants in place to work project up to full business case.

b. Priority Area 1: Employability

Report from Developing East Lothian's Young Workforce Group

MC spoke to the report and supplemented the report with an update on foundation apprenticeships to be made available in 2016 in partnership with Edinburgh College, across Mid/East Lothian and Edinburgh:

20 construction/civil engineering places

20 financial services places

20 software development places

HIE are piloting first graduate level apprenticeships in civil engineering next year.

There was discussion around the following issues:

- My World of Work (MWoW) – how do we use/can we use this earlier, starting in primary school. SDS are starting earlier implementation of their engagement, at subject choice stage - 1-1 conversations between careers advisor and YP/Parent/Carer. Longer term DELYW plan is to intervene earlier than this, but not clear how or what yet. Can DELYW group consider promoting MWoW to primaries?
- How do we ensure activities are delivering outcomes? At high level, participation measure will replace SLDR (positive destination figures). Instead of snapshot being taken twice a year, information will be available at any point in time. This will allow comparison of cohorts of school leavers or broader comparisons to be drawn. Employer feedback as to whether skills and behaviours of apprentices/school leavers are fit for purpose. DELYW should consider 'how do we know its working' question.
- Careers Fairs – is there a consistent approach to this across EL schools? Musselburgh Grammar have successful Parent Council led Careers Fair –can this success be replicated and lessons learned. Approach of community led activity endorsed. How does this link to Area Partnerships where agenda is driven by community?
- Are all partners engaged that should be? Broadly, yes, but employer engagement identified as most challenging.
- Work placements – ELC have big push this year on providing in-house work placements. What can other organisations contribute? – NHS/CoC/EC/QMU/SEEL
- New interventions funded through specific targeted funding – can this be evaluated yet – no, too early.
- Key challenges – private sector participation and capacity. Businesses are keen to assist with work placements but one barrier to this is insurance. ELC to consider along with PVG/Disclosure requirements.

- Plan sets out activity in 14/15 and 15/16, what about future years? Awaiting further detail from Scottish Government in this regard. Need to ensure no duplication with City Deal and Regional Invest in Youth Group workstreams.

Decision on the Recommendation/Action

The SEP members agreed to:

- acknowledge the work ongoing in relation to evaluating progress of DELYW noting that workplans and actions to date are in line with or ahead of timescales/milestones set and this is bring about the much needed cultural change across the range of organisations and agencies involved at both local and national levels

Action

- DELYW Group to consider how to promote My World of Work resource to primary schools
- DELYW Group to consider 'How do we know its working' question.
- All to consider how their organisations could increase number of work placements available this year and action
- ELC to consider how they can remove insurance/PVG/Disclosure barriers to private sector participating in providing work placements

a. City Deal Update

DP provided a verbal update:

- Chancellor announced in today's budget that opening discussion for Edinburgh and SE Scotland City Region Deal;
- This is positive step forward as formal engagement has been sought and would anticipate positive response from council leaders. However, it is a commitment to engagement and nothing more at this stage;
- Next step will be to refine proposition on table with both Governments and look forward to dialogue around detail of a Deal;
- Timelines for future stages of process are not clear at this stage; and
- Scottish Government has asked for discussion with business representatives. RC nominated from SEP along with housing developer who is key to unlocking significant housing site.

There was discussion around the following issues:

- The uniqueness of this Deal and the focus on skills gaps, in particular, getting to learning establishments and accessing learning in a different way. Consideration is being given to transport and remote access solutions. RM highlighted that in terms of EC and transport issues there are no quick fixes but what could EC do more within region through School partnerships, through first destination provision? How can meaningful and substantive demand be captured in order for specific programmes to be delivered in communities? Blend of teaching is critical. RM/AL to take forward.
- Cllr SC highlighted that the Chancellor will appear at the Treasure Select Committee next week and there is an opportunity to ask questions through local representatives if desired. There was a sense that where negotiations have worked well is where

there has been political anonymity and there may be a danger in introducing party politics. AL/DP to discuss further.

- Clarification around other parties involved in ESESCDR – SE, SDS, SFC, DWP. There is regular dialogue with the University and College sector and other public and private utility agencies as future investment programmes would need to be aligned for outcomes sought to be achieved.

Decision on the Recommendation/Action

SEP members supportive of principle of Edinburgh and South East Scotland City Region Deal

Action:

AL/RM to take forward college access discussion and future options for change

AL/DP to discuss opportunity RE Treasury Select Committee

5. Update on Outcome 3: We are able to adapt to climate change and reduced finite natural resources

AM spoke to the report.

There was discussion around the following:

- How do we incentivise construction companies to produce energy efficient housing through creative use of S75. We want to move away from the bureaucracy associated with delivery of planning consents and that there are huge issues in unlocking housing sites. Time would be better spent focused on design and technology and how we use potential funding streams to support delivery of carbon neutral aspirations. There are huge technological opportunities and potential for district heating schemes – actual and virtual. We have local businesses who are producing innovative products in this field and we are trialling products in some ELC properties.
- How could business rates be used to support carbon reduction?
- Building standards have improved the situation and that they will change again in due course. The SG have been far sighted in terms of current building regulations. What more can we do? There is potential around number of new settlements to be delivered within the city region.
- The Climate Change Strategy which is to be developed likely to include themes areas around incentivisation, transport, waste, energy generation/renewables. Outputs from a potential city deal would be important. A suite of high level documents will be developed with community planning partners.
- Are we linking this agenda, fuel poverty and health? Broadly, yes, through Health and Social Care Strategic Plan but can always be improved.
- Should we introduce an element to ELC staff PRDs in terms of identifying the contribution they make to this agenda. Staff are currently encouraged to put

forward ideas and there are good existing examples in terms of transport and asset strategy development.

- The Climate Change Strategy will come back to the SEP in due course. There was a sense that there was an opportunity in relation to employment/skills/digital.
- There was a focus on relevancy to local communities – people do this day in/day out. RC cited Terry Ahearne, CEX of SEPA who is keen to enter into formal partnerships with organisations which identify the benefits of Environmental Policy and climate change.

Decision on the Recommendation/Action

SEP members noted the contents of the report, and to support the Climate Change Planning and Monitoring Group in the development of a Climate Change Strategy for East Lothian to meet its climate change obligations

Action:

AM to report back with draft Climate Change Strategy

6. SEP Forward Plan

It was noted that a review is to be undertaken which will take place over the next few months. A session has been arranged for April, to which all have been invited. The past 2 years will be reviewed but now need to identify how to take the Partnership and collaboration to the ‘next level’ and identify a reduced number of key priorities on which to target effort. Area Partnerships have now been established which is a major change within that time period. The plan is for a revised EL Plan for implementation post 2017 local government elections

NP initiated a discussion on priorities for 2016/17 and his sense that these included:

City Region Deal

Cockenzie

QMU Innovation Park

Employment land

Employability

and welcomed views on this.

There is a sense that we are focusing on to right things and should not increase priorities identified. It is critical to resource priority work areas properly. The SEP is working well and moving forward in right areas and don’t want to widen. We should also celebrate success – what outcomes we have achieved.

It would be useful to have a discussion about the sustainability of local services as given financial pressures, there is a danger that councils retreat to undertaking statutory work. Third sector – number of people engaged in is huge and growing and is very localised. What do we need to do to be resilient to future economic shocks? The Community Empowerment Act would be important going forward – often the best ideas come from

communities themselves and tend to be efficient, effective and good value for money. How can we use these opportunities to lever in other funding?

SE approach driven nationally by SG Economic Strategy and the 4 Is. In East Lothian, entrepreneurship and inclusivity are key themes that relate to the national agenda. Need to enhance the recognition and contribution of social enterprises in supporting the entrepreneurship agenda.

Decision on the Recommendation/Action

SEP members agreed the priorities highlighted

Action:

Review of EL Plan to be added to future agenda items

7. Feedback from East Lothian Partnership meetings of 7 October 2015 and 13 May 2015

These were noted.

8. A.O.C.B.

MC highlighted Scottish Tourism Week. The National Strategy 2020, launched in 2012 aimed to achieve a growth in tourism of £1bn. A review has established that currently not on track to deliver this, however ambition remains the same and all parties need to 'raise their game'. VS has launched a new community campaign entitled Spirit of Scotland (#scotspirit) which can be seen through the following links:

www.visitscotland.org - a wide range of information is available, specifically:

- Collateral:
http://www.visitscotland.org/business_support/advice_materials/toolkits/sharing_the_spirit_of_scotland/scotspirit_collateral.aspx
- Social Media:
http://www.visitscotland.org/business_support/advice_materials/toolkits/sharing_the_spirit_of_scotland/scotspirit_social_tips.aspx

There is also a Playbook, which is a call to action, suggesting how businesses and regions can connect with the work undertaken by VisitScotland and amplify what can be done by adapting some of the messages etc for own marketing and Social Media:

http://www.visitscotland.org/business_support/advice_materials/toolkits/sharing_the_spirit_of_scotland.aspx

EL Visitor survey was recently reported on and this is key to identifying where future opportunities lie. SE have just launched a new fund for destination development (Tourism Destination Development Fund) for local industry led groups.

<http://www.scottish-enterprise.com/services/develop-new-products-and-services/tourism-destination-development-fund/overview>

It was agreed that the EL Visitors Survey be circulated to the group and Cllr JM highlighted that a Retail Capacity Study had also recently been completed. He also highlighted the Toursim Conference being held next week (22nd) at the Bruton Hall. EW suggested that a recent council report on Tourism be circulated to the group for information.

RC highlighted Procurement Reform Scotland Act implementation and opportunities which would arise through corporate social responsibility obligations.

GA raised TTIP and whether the group had a view or needed to explore this further.

Decision on the recommendation/action

EL Visitors Survey to be circulated – ELC

Link to council report on Tourism to be circulated - ELC

**NEXT MEETING: 15 JUNE 2016, 14.00-16.00, ESK ROOMS 1 AND 2, BRUNTON HALL,
MUSSELBURGH**

East Lothian Partnership

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

Thursday 17th March 2016, 2-4pm, Saltire Rooms, East Lothian Council, John Muir House,
Haddington EH41 3HA

Partnership Members Present:

Vice-Chair: Councillor Tim Day, East Lothian Council (TD)
Monica Patterson, Chair, Depute Chief Executive – Partnerships and Community Services, East Lothian Council (MP)
Councillor Jim Gillies, East Lothian Council (JG)
Councillor Peter MacKenzie, East Lothian Council (PM)
Fiona Young, Chief Officer, Lothian & Borders Community Justice Authority (FY)
David Farries, Local Senior Officer, Scottish Fire & Rescue Service (DF)
Michael Jaffray, Acting East and Midlothian Manager, Scottish Fire & Rescue Service
Philippa Barbour, Association of East Lothian Community Councils (PB)
Linda McNeill, Depute Chief Executive, STRiVE (LM)
Temp Chief Inspector Matt Paden, Police Scotland (MPa)

Others Present:

Ian Rogan, Community Justice Officer, East Lothian Council (IR)
Fiona Dawson, Graduate Intern (East Lothian Council)
Paolo Vestri, Service Manager Corporate Policy & Improvement, East Lothian Council (PV)
Sandra King, Area Manager, East Lothian Council
Stephanie Kerr; Local Community Planning Officer, East Lothian Council
Sue Northrop, Co-Chair, North Berwick Coastal Area Partnership
Lesley Kay, Co-Chair, North Berwick Coastal Area Partnership
Alan Stubbs, Service Manager for Roads, East Lothian Council
Brian Auld, Police Scotland

Partnership Members Apologies:

Dean Mack, East and Midlothian Manager, Scottish Fire & Rescue Service
Chief Superintendent Gill Imery, Police Scotland
Philip Conaglen, Consultant in Public Health, NHS Lothian
Patsy King, Development Officer, East Lothian Council (PK)
Julie Hayward, East Lothian Tenants and Residents Partnership (JH)

WELCOME/ APOLOGIES – as above

The Chair noted that Alistair Perry (AP) who had been appointed as Chair of the Partnership has been promoted within the Scottish Fire & Rescue Service and has had to stand down as Chair. TD thanked AP for his positive contribution to the Partnership and wished him well in his new post.

TD invited members to consider whether they wished to Chair the Partnership and to intimate their interest or to nominate someone else prior to the next meeting.

There were no declarations of interest.

It was agreed to move item 6b of the agenda (Area Partnerships – Update on Progress – up to item 3 as the representatives from North Berwick Coastal Area Partnership would have to leave the meeting early to attend another meeting.

1. **ACTION NOTE OF THE PREVIOUS MEETING:** The Action Note of the S&VCP of 23rd November 2015 was approved
2. **MATTERS ARISING** – None
3. **AREA PARTNERSHIPS – UPDATE ON PROGRESS:**
Sandra King, Sue Northrop, Lesley Kay and Stephanie Kerr spoke to the report.

Decisions

The S&VCP members agreed to the following recommendations:

1. That the S&VCP notes the range of projects that devolved funding has been used to deliver and the community engagement processes used to allocate funding - **Agreed**
2. That the S&VCP notes the good progress in developing the Area Plans by the Preston, Seton Gosford and North Berwick Coastal Area Partnerships - **Agreed**
3. That the S&VCP notes the verbal report focusing on the work underway in the Preston, Seton Gosford and North Berwick Coastal Area Partnerships - **Agreed**

Actions

- A 'de-brief' session to be held involving the Chairs of the Area Partnerships, senior council officials and Area Managers to review Area Partnership activity to date and consider further development of the role of Area Partnerships and their relationship to East Lothian Partnership.

Notes

- The Partnership thanked Sue Northrop and Lesley Kay for presenting the report and congratulated all the Area Partnerships on making good progress in developing Area Plans and distributing the funds that have been devolved to them by the Council.

4. Outcome 7 – East Lothian is an even safer place

4a Minutes of the Police, Fire and Community Safety Committee held on 25th November 2016

The minutes were noted

4b Lothian and Borders J Division – Proposed Development of Current Model – East Lothian

Temp Chief Inspector Paden introduced the paper on the proposed development of the current policing model in East Lothian.

Decisions

The S&VCP members welcomed the development of the model, in particular the Community officers and the youth link officers.

Action:

Temp CI Paden is to circulate a list of police contacts to elected members and Area Partnerships.

Notes:

Members noted that the more visible police presence has made a real difference in re-assuring communities and the public and in helping to prevent crime.

4c East Lothian Prevention Initiative

Michael Jaffray presented the Scottish Fire and Rescue Service (SFRS) report on the service's prevention initiative.

Decisions

The S&VCP members welcomed the development of the prevention initiative by the SFRS and encouraged all partners to engage with and support the prevention and early intervention work and the development of the role of fire officers in the community.

Action:

SFRS to engage with Area Partnerships and explore with them the potential to develop links with groups working with older people (e.g. dementia friendly initiatives) and vulnerable families (e.g. Support from the Start groups).

4d Road Safety Action Plan

Alan Stubbs presented the draft Road Safety Action Plan that has been prepared by the Road Safety Working Group.

Decisions

The S&VCP agreed to the following recommendations:

1. That the S&VCP notes the contents of the minutes of the meeting of the January 2016 Road Safety Working Group meeting
2. That the S&VCP considers the contents of the Draft East Lothian Partnership Road Safety Plan with particular reference to the priorities identified and associated actions

3. That the S&VCP feedback any comments regarding the Draft Plan and that these inform the further development of the Plan

Action:

Members to feedback any comments on the Draft Plan priorities and action to Alan Stubbs by the end of April 2016.

The Road Safety Working Group to engage with Area Partnerships in the development of the Road Safety Plan

The final draft of the Road Safety Plan will be brought to the June meeting of the S&VCP for approval.

5. OUTCOME 10 – We have stronger, more resilient, supportive, influential and inclusive communities

5a COMMUNITY JUSTICE TRANSITION PLAN

Ian Rogan Community Justice Policy Officer presented an update on the Community Justice Transition Plan and initial analysis of offending and re-offending data.

Decisions

S&VCP agreed to note the following:

1. The East Lothian Partnership Community Justice Transition Plan has been submitted to the Scottish Government
2. The associated project documents
3. The proposed schedule of works as outlined in the Project Plan and progress thereof
4. The appointment of a Partnership Data Analyst.

Actions:

- Representatives from relevant organisations not already represented on the S&VCP will be invited to become members as the S&VCP becomes the Shadow Reducing Reoffending Board from the June 2016 meeting– CG

5b Draft Volunteering Strategy Action Plan

Linda McNeil introduced the tabled report on the Volunteering Strategy and Draft Action Plan.

Decisions

S&VCP agreed the following recommendations:

1. Approve the approach outlined in para 3.3 of the report
2. Approve a formal launch of the Strategy to be held during Volunteers Week (1-12 June

2016).

Actions:

- Members of S&VCP to feedback any comments on the draft Action Plan to Linda McNeil
- Final draft of the Action Plan will be presented for approval to the 11th May meeting of the East Lothian Partnership.

6. Any Other Business

None

NEXT MEETING: Monday 27th June 2016, 2-4pm, Council Chambers, Townhouse, Haddington