



MINUTES OF THE MEETING OF EAST LoTHIAN COUNCIL

TUESDAY 27 JUNE 2017
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON

Committee Members Present:

Provost J McMillan (Convener)	Councillor W Innes
Councillor S Akhtar	Councillor S Kempson
Councillor L Bruce	Councillor G Mackett
Councillor S Currie	Councillor K Mackie
Councillor F Dugdale	Councillor C McGinn
Councillor J Findlay	Councillor P McLennan
Councillor A Forrest	Councillor K McLeod
Councillor N Gilbert	Councillor F O'Donnell
Councillor J Goodfellow	Councillor B Small
Councillor N Hampshire	Councillor T Trotter
Councillor J Henderson	

Council Officials Present:

Mrs A Leitch, Chief Executive
Mr A McCrorie, Depute Chief Executive (Resources and People Services)
Mrs M Paterson, 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
Ms F Robertson, Head of Education
Mr T Shearer, Head of Communities and Partnerships
Mr S Cooper, Team Manager – Communications
Ms S Fortune, Service Manager – Business Finance
Ms A-M Glancy, Principal Accountant (Financial)
Mr C Grilli, Service Manager – Legal and Procurement
Mr R Lewis, Senior Information Officer (Education)
Mr I McFarlane, Service Manager – Planning
Ms E Shaw, Service Manager – Corporate Finance
Ms P Smith, Principal Officer (Information and Research) (Education)
Mr P Vestri, Service Manager – Corporate Policy and Improvement

Visitors Present:

Ms C Foster, Audit Scotland
Ms E Scoburgh, Audit Scotland

Clerk:

Mrs L Gillingwater

Apologies:

Councillor J Williamson

1. MINUTES FOR APPROVAL

The minutes of the Council meeting specified below were approved:

East Lothian Council – 23 May 2017

Matter arising: Item 5 – Councillor Innes made reference to the matter raised by Councillor Currie as regards the status of the Depute Provost position. He thanked Councillor Currie for bringing this to his attention and advised that, having checked the records following the meeting, the previous Depute Provost had indeed been assigned senior councillor status and remunerated accordingly. He noted his intention to rectify the situation as regards the status of the current Depute Provost, Councillor Forrest, and advised that the Head of Council Resources had confirmed that re-designating the Depute Provost post as a senior councillor post still met the required financial tests. Councillor Innes apologised for his error. However, he expressed his disappointment that Councillor Currie had commented on this matter in the local press.

Councillor Currie indicated that he was happy to support the proposal, and questioned whether Councillor Forrest would join the Cabinet, given that there were no Musselburgh councillors on the Cabinet. Councillor Innes indicated that he had no intention of changing the composition of the Cabinet.

The Council agreed to re-designate the Depute Provost post as a senior councillor position with effect from the date of the previous Council meeting.

2. LOCAL SCRUTINY PLAN 2017/18

A report was submitted by the Chief Executive informing the Council of Audit Scotland's East Lothian Council Local Scrutiny Plan 2017/18.

The Chief Executive presented the report, advising that the Local Scrutiny Plan was prepared on an annual basis by the group of local government inspection agencies – the Local Area Network (LAN). She explained that the LAN worked with the Council before preparing the Local Scrutiny Plan, which identified areas of risk for targeted scrutiny in addition to planned scrutiny activity. She added that the Plan had already been shared with the Council Management Team, who had submitted feedback to the LAN. She introduced Esther Scoburgh, Audit Manager at Audit Scotland, who would present the Local Scrutiny Plan on behalf of the LAN.

Ms Scoburgh informed Members that the Local Scrutiny Plan had involved input from a number of inspectorate agencies, including the Care Inspectorate, Education Scotland and the Scottish Housing Regulator. She confirmed that there would be no additional areas for scrutiny for East Lothian in 2017/18, but pointed out that the Council would be subject to a Best Value Assurance Report in 2017/18. She drew attention to areas of planned scrutiny, as set out in Sections 16–19 of her report, noting that the findings of this work would be reported to the Council in the Annual Report to Members in the autumn of 2017.

In response to a question from Councillor Small, Ms Scoburgh explained that the scrutiny process was an ongoing process, with the Local Scrutiny Plan being subject to amendments/updates, but that the Best Value Assurance Report was a specific piece of work. As regards the process for the Best Value Assurance Report, she advised that it would be forward-looking, proportionate and risk based, and would focus on certain areas. She added that Audit Scotland was in the process of preparing the first tranche of reports, which could be shared with the Council in due course.

With reference to the introduction of Universal Credit in East Lothian, Councillor Currie asked if the LAN would look at the human impact as well as the financial impact on the Council. Ms Scoburgh confirmed that the LAN would not comment on the human impact, but would look at the measures put in place to minimise the impact on the Council. However, she noted that the Best Value Assurance Report would cover a number of unquantifiable areas, and that the Housing Regulator had a particular interest in the impact of the introduction of Universal Credit; she undertook to highlight this issue to the Best Value team prior to the start of the audit.

Councillor O'Donnell asked Ms Scoburgh for her view on the benefits cap, an issue that was of concern to the East Lothian Poverty Commission. Ms Scoburgh indicated that there was no direct reference to this made in the Local Scrutiny Plan.

The Chief Executive advised that a briefing to Members on the Best Value Assurance Report would be arranged in advance of the audit commencing.

Councillor Akhtar welcomed the Local Scrutiny Plan, in particular that there was no additional specific scrutiny required in the coming year. She highlighted progress made in Education, which she believed put East Lothian in a strong position for the year ahead. She paid tribute to Council staff for their hard work and commitment. Her views were shared by Councillor Hampshire, who added that the Council had dealt well with the growth in service demands at a time of severe financial constraints.

Councillor Innes made reference to the Council's record of continuous improvement and financial sustainability. He welcomed the LAN's recommendation that no additional scrutiny was required, noting that this would give the public confidence that the Council was continuing to improve its performance and was committed to providing high quality services.

Councillor Small called on all Members to work together to address the challenges facing the Council.

As regards health and social care, Councillor O'Donnell commented that the Integration Joint Board would be focusing on delivering change, working in partnership with other stakeholders. She recognised that there were challenges ahead to meet demand for services, but was confident that quality, consistent and flexible services could be delivered.

The Provost thanked Ms Scoburgh and Ms Foster for the report and attendance at the meeting.

Decision

The Council agreed to note the Local Scrutiny Plan 2017/18.

3. EAST LOTHIAN COUNCIL PLAN 2017-22

A report was submitted by the Chief Executive presenting the Council Plan 2017-22 for approval.

The Chief Executive presented the report, reminding Members that the draft Council Plan had been presented to Council in February 2017, and that it had built on the success of the previous Council Plan. She advised that the Council Plan 2017–22 included elements from the manifestos of all three political groups, as well as feedback from the Residents' Survey, performance data of services and wider performance information on the economy of East Lothian. She noted that the themes of the Council Plan reflected those of the previous Plan, offering some continuity to employees and communities.

Paolo Vestri, Service Manager – Corporate Policy & Improvement, then highlighted the key aspects of the Council Plan, including demographic changes, financial challenges faced by the Council, the demand for additional housing, and changes to education governance. He also highlighted opportunities for the Council, such as increased partnership working, economic development, the Local Development Plan and a potential City Region Deal. He drew attention to the results of the recent Residents' Survey, which had reflected high levels of satisfaction with Council services and the Council's approach to change. He set out the main themes of the Plan, and referred to the 48-point action plan, noting that the Plan would be reviewed annually and reported to Council.

Councillor Currie asked Mr Vestri if he could highlight the specific elements from the SNP and Conservative manifestos. The Chief Executive advised that she would be happy to provide this information outwith the meeting, but noted that there were a significant number of commitments from both groups, consistent with the objectives agreed by the Council in February, incorporated into the Plan. Councillor Innes added that elements from all the manifestos had been included in order that every Councillor could take ownership of the Council Plan and because both the SNP and Conservative manifestos had contained ideas that were in keeping with the objectives of the Plan.

In response to a question from Councillor O'Donnell as regards the Citizens' Panel, Mr Vestri provided information on the topics covered in the questionnaire, which included road/pavement maintenance and health services.

Councillor McLennan asked how the Council Plan would be monitored. Mr Vestri explained that there were a number of Council strategies supporting the Council Plan which had their own indicators and targets. These would be monitored by way of reports to the PPRC, where Members would have the opportunity to look at them in detail.

Councillor Findlay then moved an amendment for incorporation into the Council Plan, as set out below. He recognised the importance and value of the Council Plan, highlighting the need for Council staff to have an understanding of the Council's priorities, and for all Members to work together to ensure they were adhered to. He welcomed the inclusion of a number of Conservative Group manifesto commitments.

The amendment moved by Councillor Findlay stated:

- Council actively supports the future of Torness Power Station as the county's largest commercial employer.
- Council calls on the Integration Joint Board to review services and support for older people based in East Lothian, including the provision of services currently provided at the Edington and Belhaven Hospitals.
- Council should conduct a review of coastal car parking, the decriminalisation of parking enforcement and the provision of car parking in town centres.

Councillors Currie and McLennan questioned the competency of tabling this amendment, and asked why it had not been provided to all Members in advance of the meeting. The Provost indicated that Members would be given time to consider the wording of the amendment. The clerk made reference to the relevant Standing Order; the Chief Executive confirmed that the amendment had been received on the previous afternoon, and a decision had been taken to circulate it to Members at the meeting. Councillor McLennan argued that, as the amendment has not been received by noon on the previous day, it should be deemed not competent.

Councillor Innes then moved that Standing Orders be suspended to allow for the amendment to be considered. Fifteen Members voted in favour of suspending Standing Orders, which were duly suspended, and Councillor Findlay, seconded by Councillor Small then moved his amendment.

Councillor Hampshire indicated that he would be prepared to include the three points detailed in the amendment into the Council Plan.

Councillor Currie, seconded by Councillor McLennan, then proposed an amendment to the third point of Councillor Findlay's proposed amendment, as follows:

- Council should conduct a review of coastal car parking, the decriminalisation of parking enforcement and the provision of car parking in town centres, and that Council agrees to immediately withdraw the charges at the small car parks at Barns Ness, White Sands and Tynningame.

Councillor McLennan questioned whether a review of older people's services was already underway. David Small, Director of Health and Social Care, advised that the Council did not have a position on this at the current time.

The Provost moved to the vote on Councillor Currie's proposed amendment:

For:	10
Against:	11

Councillor Currie's proposed amendment therefore fell.

The Provost then moved to the vote on Councillor Findlay's proposed amendment. There was unanimous approval for this amendment.

Councillor Currie opened the debate by expressing disappointment that he had not been consulted on the incorporation of SNP manifesto commitments into the Council Plan. He suggested a number of points that could have been included, such as a commitment on delayed discharge, coastal car parking, aspects of the LDP, the re-banding of Council Tax and a commitment on no compulsory redundancies for Council staff. He observed that there was no detail on numbers of Council houses to be built, and that a discussion was required on using Common Good assets to alleviate poverty and deprivation in Musselburgh. He remarked that the Council Plan could have been more radical and progressive, and more in line with the Labour Group's own manifesto.

Councillor Hampshire suggested that Councillor Currie should question the Scottish Government on welfare reform and benefits, and declared that the Council Plan would deliver Council houses, in accordance with the Local Development Plan.

Councillor Akhtar welcomed the Council Plan, noting that it would build on the Council's success in a number of areas, such as the creation of academies, East Lothian Works, the Poverty Commission, Area Partnerships and house-building. She believed that the Plan would support the economy and help raise attainment and achievement in schools. She also made reference to the positive results of the Residents' Survey, adding that the Council was addressing the needs of the most deprived areas in the county.

Councillor Innes commented that the Council was moving forward and improving on the delivery of quality services. He welcomed the opportunity to include aspects of the Conservative and SNP manifestos, and believed that it was an excellent Plan for the Council.

On the provision of Council housing, Councillor Goodfellow pointed out that over the next five years, the Council would invest £85 million building Council houses, but that it would not have been appropriate to include specific details on house numbers when the Plan was being prepared. On welfare reform, he claimed that the Scottish Government had chosen not to use their full powers to alleviate some of the problems caused by the introduction of Universal Credit.

Councillor O'Donnell voiced her concern about one-year budgets for the IJB, which she felt would have an adverse impact on the Council and its partners in the delivery of health and social care services.

The SNP Group registered their absence from approving the Council Plan.

Decision

The Council agreed to approve the Council Plan 2017-22, as amended.

4. 2016/17 END OF YEAR FINANCIAL REVIEW

A report was submitted by the Depute Chief Executive (Resources and People Services) informing the Council of the draft annual accounts for the financial year ending 31 March 2017 prior to its submission to External Audit, and seeking agreement to finalise arrangements for any surplus funds moving into 2017/18.

Jim Lamond, Head of Council Resources, presented the report, advising of the Council's statutory obligation to submit draft, unaudited financial statements to External Audit by 30 June. He highlighted changes to the reporting of the draft accounts and year-end financial review. He explained that the external audit process would take place during the summer months, and that the External Auditors would present their draft Annual Report to Members to the Audit & Governance Committee in September, before bringing their final Annual Report to Members to the Council in October.

Mr Lamond went on to draw Members' attention to the key aspects of the report, including the position as regards reserves, the financial performance of Council services and the monitoring of financial risk, income generated through Council Tax and the Revenue Support Grant, debt charges, capital investment in relation to both General Services and the Housing Revenue Account, and pension liabilities. He concluded his presentation by re-affirming his belief that staff across the Council were exercising financial discipline at the same time as providing quality services, and that despite the financial challenges facing the Council, the Financial Strategy continued to serve the Council well.

Sarah Fortune, Service Manager – Business Finance, then provided an explanation as to how the accounts were prepared. She highlighted a number of key areas within the draft accounts, such as the Statement of Responsibilities, the Annual Government Statement, the Remuneration Report and the Main Financial Statements.

Councillor McLennan asked what effect a City Region Deal would have on the Council's accounts. Mr Lamond advised that it would have a significant impact, and that the Council's Financial Strategy would need to be reviewed in order to accommodate the likely financial obligations of a City Region Deal. He added that he was not in a position to provide further details at this time, but that when required, a further report would be presented to Council on this matter. Douglas Proudfoot, Head of Development, reported that both the Scottish and UK Governments were now signalling their intention to finalise a City Region Deal offer which would be presented to partners in the coming weeks. It was likely that the

Council would need to respond to national governments at short notice and he anticipated that a report on this would be presented to the next Council meeting.

Councillor Currie asked a number of questions in relation to the Adult Wellbeing and Landscape and Countryside budgets, the provision of parking improvements in North Berwick, and the PPP contract.

On the Adult Wellbeing budget, Mr Lamond explained that planned efficiencies had not been fully achieved in 2016/17, but that the management within that service were working hard to deliver against the challenges set out in their efficiencies programme. David Small, Director of Health and Social Care, added that he was confident that the service would deliver a break-even budget in the current year.

As regards the Landscape and Countryside budget, Mr Lamond advised that the delayed implementation of parking decriminalisation and consequently related delays in enforcement had adversely affected the projected income, and that a full operational year of normal charging and enforcement would be required to ascertain if the planned annual income was being realised. Officers within both the service and Finance felt confident they could be.

Iain McFarlane, Service Manager – Planning, indicated that, in relation to parking improvements in North Berwick, discussions were ongoing with Roads Services with a view to bringing a planning application forward.

Responding to Councillor Currie's question in relation to the PPP contract, Mr Lamond suggested that it was necessary to look at the 30-year deal, rather than focusing on just one year. He confirmed that when the contract was entered into it was considered best value for the Council. He did, however, advise that a 'health check' would be undertaken on the contract, with the support of CIPFA, and that he would update the Audit & Governance Committee in due course.

Councillor McLeod asked if debt charges were increasing or decreasing. Mr Lamond reported that there was an overall marginal increase in the level of debt outstanding, but that the cost of servicing the debt in 2016/17 was less than planned.

Councillor Hampshire welcomed the report and draft accounts, and paid tribute to staff in all services. He made particular reference to the demands on and performance of staff working within the Planning, Waste and Housing services.

Councillor Currie expressed concern that a number of service areas had returned underspends, and questioned whether there were services that were not being provided in these areas. He stressed the importance of keeping slippage in the capital programme to a minimum, especially during a period of low interest rates. He highlighted the coastal car parking income levels, which were lower than expected, and the need to resolve parking problems in North Berwick. He also drew attention to the ongoing costs associated with the PPP project, which he felt were a burden on the Council.

Councillor Akhtar pointed out that the Council was facing continued financial challenges, but that the Council was working well within these constraints. She praised managers for managing their budgets effectively.

Councillor Innes spoke of the importance of the Council's Financial Strategy, and of the positive results from the recent Residents' Survey, despite the challenging economic climate in which the Council was operating. He also expressed concern at the Scottish Government's one-year budget strategy, which inhibited long-term planning.

Decision

The Council agreed:

- i. to note the draft accounts for 2016/17, and approve submission to External Audit prior to 30 June 2017;
- ii. to note the draft financial results for 2016/17, including the impact on reserves and the Council's Financial Strategy;
- iii. pending the outcome of the final audit, to approve that any surplus General Fund reserves over and above any contribution which will be used to support future budgets be transferred to the Capital Fund, in line with the Council's agreed financial strategy;
- iv. to note the budget adjustments relating to the 2017/18 approved budget; and
- v. to authorise the Head of Council Resources, as the Council's Chief Finance Officer, to make any required late changes to the unaudited financial statements prior to final submission as referenced in Section 3.3 of the report.

5. COMMON GOOD FUNDS – BUDGET 2017/18 TO 2019/20

A report was submitted by the Depute Chief Executive (Resources and People Services) seeking approval of the budgets for the Dunbar, Haddington, Musselburgh and North Berwick Common Good Funds for 2017/18 to 2019/20, and recommending that the Fund Committees consider any grant application proposals within these budgets.

The Head of Council Resources, Jim Lamond, presented the report, advising that it provided a financial performance update based on the most recently completed, but unaudited, financial year, and a refresh of the rolling 3-year budget. He drew attention to the balance of each of the Common Good accounts and the proposed budgets for 2017-20.

Councillor Small asked if it would be possible to provide Members with details of Common Good assets. Sarah Fortune, Service Manager – Business Finance, advised that she could provide this information. Mr Lamond added that, in accordance with the newly approved Council Plan, there would be a review of the Common Good within the period of the Plan.

Councillor Currie suggested that consideration should be given to capital investment in the longer term in Musselburgh, given the ongoing growth of that Common Good fund. Mr Lamond commented that this matter had been raised previously and repeated that the underpinning strategy was to restrict outlays within the parameters set by investment returns thus preserving the current asset base; he noted that this suggestion could be considered as part of the Common Good review.

In response to a question from Councillor McMillan as regards increasing the budgets available to Common Good Committees, Mr Lamond advised that this could either be considered as part of the annual Common Good budget report being considered today, or through a separate report to Council seeking to adjust a previously approved budget.

Councillor Trotter asked a question in relation to the Haddington Common Good fund's contribution to the maintenance of the Town House. Mr Lamond advised that responsibility for maintenance costs was set out within the terms of the prevailing lease agreement and that he did not have that information to hand; Ms Fortune advised that she would provide that information outwith the meeting.

Decision

The Council agreed:

- i. to note the draft financial results for 2016/17 on each of the Common Good Funds; and
- ii. to approve the 2017/18 to 2019/20 Common Good budgets.

6. OUTCOME OF THE SCHOOL CONSULTATION ON THE PROPOSED CLOSURE AND RE-DESIGNATION OF LEVENHALL NURSERY SCHOOL TO PINKIE ST PETER'S PRIMARY SCHOOL NURSERY CLASS

A report was submitted by the Depute Chief Executive (Resources and People Services) seeking approval of the recommendation set out within the Consultation Report (attached as Appendix 1 to the report) to close Levenhall Nursery School as a stand-alone nursery school and re-designate to a nursery stage within Pinkie St Peter's Primary School.

The Head of Education, Fiona Robertson, presented the report. She drew attention to the background to the closure of Levenhall Nursery School, the consultation process and outcome of the consultation exercise, as well as the views of Education Scotland.

In response to a question from Councillor Akhtar on the impact of the proposals on the children attending Levenhall Nursery School, Mrs Robertson advised that the nursery was currently located within the Pinkie St Peter's Primary School campus. She reported that the proposals would enable children, their families and the nursery staff to be part of one learning community, and that there would be enhanced collaboration and transition arrangements. She noted that the nursery provision would be located in a new facility within the Pinkie St Peter's campus.

Councillor Mackie asked if the new facilities would accommodate the increase in pre-school children from 2020, and whether the nursery provision would be flexible. Mrs Robertson explained that the proposals would take account of both the early learning and childcare expansion (known as '1140 hours') and the developments approved through the Local Development Plan. As regards flexibility, she advised a consultation was taking place in Prestonpans on the '1140 hours' proposals, and that trials were underway in a number of local authorities, the results of which would be taken into consideration.

Responding to a query by Councillor Goodfellow, Mrs Robertson confirmed that a consultation had to be carried out in respect of the proposed changes to Levenhall Nursery School, but such statutory consultations may not be necessary in future due to the changes in early learning and childcare provision.

The proposals to re-designate Levenhall Nursery School were welcomed by Members, who commented on the benefits to children and parents of having the nursery provision within Pinkie St Peter's Primary School.

Decision

The Council agreed to approve, on the basis of the outcome of the school consultation and taking account of the educational and social benefits of the proposal, that:

- i. subject to the conclusion of the Scottish Ministers' eight-week call-in period or the notification of the outcome of a call-in, as appropriate, Levenhall Nursery School

would be closed and re-designated to Pinkie St Peter's Primary School Nursery Class;

- ii. the Care Inspectorate would be notified of the change in registration details and the transfer to the planned new facility;
- iii. the re-designation of Levenhall Nursery School to Pinkie St Peter's Primary School Nursery Class would take effect from August 2017, or as soon as possible thereafter; and
- iv. children attending the re-designated nursery class would transfer to a new facility within the Pinkie St Peter's Primary School campus from August 2018, or as soon as possible thereafter.

7. APPOINTMENTS TO COMMITTEES, ETC. AND APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

A report was submitted by the Depute Chief Executive (Resources and People Services) requesting the Council to approve further appointments to the Council's committees, sub-committees, associated committees and partnerships, and to approve the appointment of representatives to outside bodies

The clerk provided the latest position as regards appointments to committees, etc. and outside bodies. She noted that the Leader of the SNP Group had declined to make any further appointments to committees, pointing out that if the vacancies on a number of these committees were not filled then there may be difficulties in achieving a quorum at future meetings. The clerk also advised of nominations made by the Administration in relation to a number of committees and outside bodies.

Councillor O'Donnell questioned why Councillor Currie had not made nominations to those committees set out in the report, remarking that councillor participation in committees was essential to the wellbeing of the community, and highlighting the importance of the scrutiny function.

Councillor Currie advised that he would be nominating Councillors Gilbert and McLennan to the East Lothian Education Trust. He commented that he had hoped that the Council Leader would have engaged with the SNP Group following the election as regards councillor availability, conflicts of interest, etc., but that this hadn't happened. He noted that he had taken up places on a number of other committees, but that he was not in a position to make nominations to those committees mentioned in the report.

Councillor Hampshire expressed his concern at Councillor Currie's position, asserting that Councillors had a responsibility to fulfil all the duties of the role, and that the SNP Group had a responsibility to scrutinise the Council through the Audit & Governance and the Policy & Performance Review Committees. He warned that there was a risk of this situation being reported to the Standards Commission. Councillor Currie objected to this comment; however, Councillor Hampshire noted that he was merely advising Councillor Currie of the risks in relation to Councillors who were failing to carry out their full range of duties properly.

Councillor Small appreciated that it was not easy for Members to fulfil all their Council obligations due to their individual circumstances, but stressed that it was important for them to participate as fully as possible because they had been elected by the public.

Councillor Innes also voiced his disappointment at the situation. He pointed out that the membership of the Audit & Governance and Policy & Performance Review Committees

should be politically balanced, and that meetings of these important committees would be inquorate if one member was unable to attend.

Councillor McMillan concluded the debate by congratulating Councillor Dugdale on her recent appointment as Convener of the Licensing Board and Councillor McGinn on his appointment as Convener of the Licensing Sub-Committee.

Decision

The Council agreed:

- i. to approve the following appointments of conveners/depute conveners of the Education and Planning Committees and the Licensing Sub-Committee:

Councillor Dugdale – Depute Convener of the Education Committee
Councillor McMillan – Depute Convener of the Planning Committee
Councillor McGinn – Convener of the Licensing Sub-Committee
Councillor McMillan – Depute Convener of the Licensing Sub-Committee

- ii. to approve the following appointments to outside bodies:

Councillor Goodfellow – Coastal Communities Museum Trust
Councillor Goodfellow – Scottish National War Memorial (nomination to be submitted to CoSLA) and Armed Forces Champion
Councillor Innes – SESTRAN (named substitute)
Councillors Gilbert and McLennan – East Lothian Education Trust

8. SCHEDULE OF MEETINGS 2017/18

A report was submitted by the Depute Chief Executive (Resources and People Services) seeking approval of the schedule of meetings of the Council, committees and other forums for 2017/18.

The clerk presented the report, pointing out that there would be a reduction in the number of meetings for some committees, and an increase in Planning Committee meetings. She noted that although meetings of the IJB and MJRC appeared on the schedule, these bodies set their own meeting dates and the Council was being asked to note those dates. Members were advised that any changes to the schedule would be communicated to them as soon as practicable.

Decision

The Council agreed:

- i. to approve the proposed schedule of meetings for 2017/18; and
- ii. to note that the schedule is subject to change, and that any changes will be communicated to Members and officers as soon as practicable.

9. SUMMER RECESS ARRANGEMENTS 2017

A report was submitted by the Depute Chief Executive (Resources and People Services) seeking approval of the proposed arrangements for managing Council business during the summer recess.

The clerk advised of the proposed arrangements for dealing with Council business, which was in accordance with Standing Order 15.5.

Decision

The Council agreed:

- i. to approve the application of the recess business arrangements, in accordance with Standing Order 15.5, effective from the close of this meeting until the Council meeting of 22 August 2017; and
- ii. to note that a summary of business carried out during the recess period would be brought to the Council meeting of 22 August 2017, and that copies of all reports approved during the recess would be lodged in the Members' Library.

10. SUBMISSIONS TO THE MEMBERS' LIBRARY, 11 MAY – 14 JUNE 2017

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.

Decision

The Council agreed to note the reports submitted to the Members' Library Services between 11 May and 14 June 2017, as listed in Appendix 1 to the report.

Signed

Provost John McMillan
Convener of the Council