

Minutes of the meeting of the Fa'side Area Partnership

6th February 2018 at Ross High School Library, Tranent.

Chair

Chair, Donald Grant (DG)

Vice-Chair, Elizabeth Hutchison (EH)

Quorum

12

Members and substitute members present

Cllr Fiona Dugdale, Elected Member, ELC (FD)

Cllr Kenny McLeod, Elected Member, ELC (KM)

Cllr Shamin Akhtar, Elected Member, ELC (SA)

Cllr Colin McGinn, Elected Member, ELC (CM)

Nicky Neighbour, Ross High School Parent Council (NN)

Joan Ramsay, Tranent & Elphinstone Community Council (JR)

Mike Falconer, Tranent & Elphinstone Community Council (MF)

Neal Black, Ormiston Community Council (NB)

Debbie Middlemass, Support from the Start, Fa'side (DM)

Isobel Berry, ECA (IB)

Phil Summerfield, Pencaitland Community Council (PS)

Kathryn-Jane James, Windygoul Primary School Parent Council (KJJ)

Nicola De Vries, Windygoul Primary School Parent Council (NDV)

Others in attendance

Simon Davie, Area Manager – Fa'side, ELC (SD)

Lorna MacLennan, Business Support Administrator, ELC (LM)

Ian Pryde, Macmerry & Gladsmuir Action Group (IP)

Katy Pollock, Homestart (KP)

Marilyn McNeill, IJB (MN)

Caitlyn McCorry, Service Manager - Community & Area Partnerships

Apologies

Cllr John McMillan, Provost, ELC (JM)

Cllr Tom Trotter, Elected Member, ELC (TT)

Alan Bell, Recharge (AB)

Scott Glynn, Tranent and District Community Sports Club (SG)

Cllr Brian Small, Elected Member, ELC (BS)

Cllr Gordon Mackett, Elected Member, ELC (GM)

Margaret Scott, Tranent West TRA (MS)

Mark Ormiston, Ormiston West TRA (MO)

Joan Smith, ECA (JS)

Lena Hutton, CLD, ELC (LH)

Maureen Cuthill, Macmerry & Gladsmuir Community Council (MC)

Paul McGregor, Tranent and District Community Sports Clubs (PM)

		Key discussion points	Action
1	Welcome	DG welcomed everyone to Ross High Library and apologised for the change in time. We have struggled to secure a venue in Tranent and needed to be out of the room by 9pm. There were some new faces around the table and everyone introduced themselves.	
	Apologies	These were noted.	
2	Approval of Minutes – 5th September 2017	A. Accuracy The welcome is to be changed. B. Approval Will circulate for approval at our next meeting.	
3	Matter Arising	All matters arising were either outstanding or covered in the Agenda.	
4	Approval of Notes/ AGM 14th November 2017	A. Accuracy Page 2 an amendment 6 action SD/LM to change standing orders B. Approval Approved, SD/LM to circulate updated minutes with meeting papers.	
5	Matters Arising	All actions within managers' Report LM noted we are still seeking a venue to host our Area Partnership meetings. NB reminded LM that Ross High Rugby Club could host us. LM will explore this option and revert back to members. Key barrier is rooms capable and accessible enough to meet our requirements.	SD/LM
6	Locality planning	A summary paper detailing our requirements to create and publish a locality plan had been previously circulated. SD asked members if they have any questions on the content of the summary paper. None were tabled. DG confirmed that once approved by the partnership the Locality plan would go to the East Lothian Partnership for approval similar to our Working Area Plan. SD asked members if they were happy to support the proposals that DG/LH and SD worked on a draft of the plan which could be circulated to members, the groups they represent or their wider communities. All agreed to progress as per the recommendations in the summary paper. PS highlighted that they have a community council meeting at the end of March, so if the proposed draft was to be shared then this would be helpful. SD advised that we would seek to complete and send on the draft as soon as possible to members. SA indicated that it would be good to involve the schools in the creation of the plan. SD reminded members that he would circulate the draft plan and we could initially discuss it on 10 th April. This would enable members to share it with their groups and communities, with a view to obtaining comments and feedback from groups before seeking to approve our plan at 5 th June 2018 meeting. SD reminded members that the plan needed to be a 'living and breathing' document which could and would change as new evidence and priorities are identified. DG asked CMcC to introduce herself to members and vice versa. CMcC gave a brief description of her role and she noted that she was very much looking forward to working with everyone in her capacity as Service Manager for all Area Partnerships	DG/EH/SD SD

7	Area Manager update	<p>A. Educational attainment and initiatives budget paper The paper had circulated previously. SD asked members if they had any questions. None were tabled. SD noted that there was a reduction in the Support from the Start post, which meant £2,000 was returned to the partnership educational initiatives element. Due to this, a devolved decision had been made to support the provision of the February lunch club – given the timescales and work required to organise the club.</p> <p>B. Report and update from Steven Wray – Fa’side Support from the Start SW went through the previously circulated report from the 1001 days worker. Before the application for the additional monies could be heard (SW, KP & DM left the room). LM noted we were still quorate. There was discussion around the area of young children and how helping intervention at an early age can benefit youngsters in the long run. After further discussion the partnership agreed to support the project with £33,590.00. SW, KP and DM returned to the room and DG conveyed the good news! Action: SD/LM will arrange payment.</p> <p>C. Report and update from Katy Pollock – Homestart KP summarised the previously circulated interim Big Hopes Big Futures workers evaluation. Positive feedback was given around the table for the work that has been completed to date, especially given the number of families already assisted in such a short space of time. There was a discussion about whether the schools could fund such a post through Pupil Equity Funding (PEF) going forward. KP noted they are hoping to get the buy in of all the schools and if members could assist in raising awareness of the post and the work they do this would be really helpful.</p> <p>Homestart have produced a short video to get the message over to people. You can see this by clicking on the link https://www.youtube.com/watch?v=LUnXS1XkRE&feature=youtu.be</p> <p>DG thanks Katie for giving such comprehensive report. KP left the meeting</p> <p>SD asked members if they had any questions on the previously circulated Area Managers report, which covered the projects/initiatives the Partnership have supported and that he has worked alongside? In particular SD drew attention to the highlighted sections. NN had a questions about ‘Red Box’ project, as she was speaking to the Parent Teacher Council and they knew nothing about it. SD confirmed he would speak to the Foodbank who were leading this project and update NN.</p> <p>JR asked if there were any other applications outstanding. SD advised that there were 2 under consideration. One from Roots and Fruits which SD had reviewed and was working with the applicant and another which he had not had a chance to review around a mental health project. As the second project had not been appraised, SD noted he did not feel it was appropriate to bring to this meeting. <i>SD reminded members that he would be seeking evaluations for those projects which are now completed for our next meeting.</i></p> <p>LH provided an update on Blooming Belters, noting that they had received additional funding through community groups, such as Tranent and Elphinstone CC and also secured Civic Pride funding. This means that the sum provided by the Partnership had now been doubled through external contributions, including some from members of the public. CM asked that his thanks to the group were minuted, for the fantastic work they have undertaken in Civic Square. He has been approached by a number of constituents who have highlighted what a great project it is.</p>	<p>All</p> <p>SD/LM</p> <p>All</p> <p>Note</p> <p>SD</p> <p>All</p> <p>Note</p>
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8	Sub groups of the Area Partnership	<p>A. Groups we plan to progress in 2018/19</p> <p>SD reminded members that on a number of occasions we have sought some community volunteers and assistance to support the various elements of Area Partnership work.</p> <p>As a result of ongoing discussions and my capacity, Donald, Liz and I have decided that we can prioritise, support and help create the following groups in 2018.</p> <p>1/ Fa'side Active Travel – Community Chair – Ian Pryde, Macmerry and Gladsmuir Action Group. SD to arrange handover to IP.</p> <p>2/ Health Inequalities (some discussions about whether we should review focus and call this an Older Person's sub group – as this is why it was re-formed?) – <i>Community Chair Maureen Allan – Dementia Friendly Tranent.</i> SD to arrange handover to MA but due to capacity based issues would not be able to support this group. Suggestion that Community Learning and Development Service within ELC could assist? SD to explore with Community Development Officer's.</p> <p>MM noted that it might be useful, if considering older people to also look at the impact of diabetes on and in our communities. SD confirmed he would share this with MA.</p> <p>3/ Youth Reference Group – Will identify a youth chair for the group supported by Alan Bell once group is formed.</p> <p>4/ Tranent Regeneration group – Community Chair is... SD noted that we still require a community chair for this sub group. A couple of names have been suggested and SD will contact the individuals to see if they are interested. SD will update the group.</p> <p>5/ Area Plan scrutiny and monitoring group – Community Chair is Donald Grant. JR expressed an interest previously and indicated at the meeting she would like to be the CC representative for the Partnership. The other CC's in attendance agreed. SD advised that we were seeking one TRA representative and would highlight this opportunity to Sue Cairns. In addition, they would be seeking one Elected member representative. SD would email all elected members to see if anyone would be interested in taking on this role. Once all members had been identified SD would arrange a meeting of the group.</p> <p>SD advised that there was a review elsewhere in Communities and Partnerships that would prove useful to the creation of our new sub group.</p> <p>6 / We need a Poverty Champion for the partnership. SD noted that 3 names had been suggested. One had declined due to other commitments, one had not responded and the other was actively considering. SD will continue to monitor this matter and revert back to members.</p>	<p>SD</p> <p>SD</p> <p>SD</p> <p>AB</p> <p>SD</p> <p>SD</p> <p>Note</p> <p>SD</p>
9	Feedback from the Annual Public Meeting on 7th November 2017	<p>SD noted that due to his capacity he had been unable to progress this matter. So committed to:</p> <p>A. Feedback/report to be sent to members following this meeting.</p> <p>B. Representatives to share with their respective groups/organisations</p> <p>C. Feedback views on priorities for 2018/19 at our next meeting on 6th April</p>	

10	AOCB	<p>A. Local Housing Strategy</p> <p>This was circulated previously to members for awareness and to disseminate to their groups. SD asked if members wanted to complete a return on behalf of the Partnership or did members to complete their own returns on behalf of their groups?</p> <p>i. Area Partnership response or individual group responses? Members advised they would complete their own return.</p> <p>B. Tranent and District Community Sports Club – Paul MacGregor</p> <p>SD raised this on Sports Hub behalf. Referred to previously circulated papers.</p> <p>I. Equality and Inclusion in Sport and Physical Activity Toolkit</p> <p>II. T&DCSC Snapshot for 2017 Noted really good data for the area.</p> <p>III. ELC Sports Charter Discussed by members and it was agreed to adopt the charter. SD took a photo of members with the signed Charter and posted it on social media which is what we had been asked to do, should we agree to support it. SD to make PM and Bengy Barsanti (Sports Hub officer) aware.</p> <p>C. Support from the Start, Fa’side – question tabled by Debbie Middlemass.</p> <p>SD referred to the previously circulated information on the Early Development Instrument (EDI). DM advised members that Fa’side Support from the Start would like to create a short life working group to clarify why there decreases in the cluster domain scores and were seeking volunteers from the members to help. NN, FD and SA agreed all to take part in the short life working group. DM to keep members up to date on progress.</p> <p>D. Active Schools information – reminder of free places for families on low incomes (<i>timetable attached for information only</i>) This was previously circulated for information and reminder to members that there are free places available for children whose families cannot afford to take part.</p> <p>D.SD reminded members about the REMPODS (Remembering Pods). Free to use and located at Crookston Care Home in Tranent. If anyone is interested please contact Pauline Skead at pskead@eastlothian.gov.uk</p>	<p>All</p> <p>All/ SD</p> <p>DM/NN, FD & SA</p> <p>All</p>
11	Dates for Area partnership Meeting 2018	<p>The dates for next year were given out to the partnerships – they were as follows:-</p> <p>Tuesday 10th April 2018 Tuesday 5th June 2018 Tuesday 7th August 2018 Tuesday 9 October 2018 (moved from the 16th) Tuesday 20th November 2018 Tuesday 11th December 2018</p> <p>A discussion took place as to whether we should continue to rotate the venues or seek a permanent venue. Members indicated a preference to seek a permanent venue. LM will look into this and update members.</p>	<p>Action: LM</p>