



MINUTES OF THE MEETING OF EAST LoTHIAN COUNCIL

TUESDAY 24 AUGUST 2021
VIA DIGITAL MEETING FACILITY

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Committee Members Present:

Provost J McMillan (Convener)
Councillor S Akhtar
Councillor L Bruce
Councillor S Currie
Councillor J Findlay
Councillor A Forrest
Councillor N Gilbert
Councillor J Goodfellow
Councillor N Hampshire
Councillor J Henderson

Councillor W Innes
Councillor S Kempson
Councillor G Mackett
Councillor K Mackie
Councillor C McGinn
Councillor P McLennan (Items 5-8)
Councillor K McLeod
Councillor F O'Donnell
Councillor T Trotter

Council Officials Present:

Ms M Patterson, Chief Executive
Ms L Brown, Executive Director for Education and Children's Services
Ms S Fortune, Executive Director for Council Resources
Ms A MacDonald, Director of Health and Social Care
Mr D Proudfoot, Executive Director for Place
Ms M Ferguson, Head of Corporate Support
Ms N McDowell, Head of Education
Ms W McGuire, Head of Housing
Mr T Reid, Head of Infrastructure
Ms M Sullivan, Head of Development
Ms J Tait, Head of Children's Services
Mr S Cooper, Team Manager – Communications
Ms R Crichton, Committees Officer
Mr C Grilli, Service Manager – Legal and Procurement
Mr D Henderson, Finance Manager – Service Accounting
Ms K MacNeill, Service Manager – People and Governance
Mr R Parker, Service Manager – Education (Strategy and Operations)
Mr P Vestri, Service Manager – Corporate Policy and Improvement

Visitors Present:

None

Clerk:

Mrs L Gillingwater

Apologies:

Councillor F Dugdale
Councillor C Hoy
Councillor J Williamson

Declarations of Interest:

None

Prior to the commencement of business, the Provost advised that the meeting was being held remotely, in accordance with the Scottish Government's guidance on physical distancing; that the meeting would be recorded and live streamed; and that it would be made available via the Council's website as a webcast, in order to allow public access to the democratic process in East Lothian. He noted that the Council was the data controller under the Data Protection Act 2018; that data collected as part of the recording would be retained in accordance with the Council's policy on record retention; and that the webcast of the meeting would be publicly available for up to six months from the date of the meeting.

The clerk recorded attendance by roll call.

The Provost then went on to make the following statement in relation to the ongoing refugee crisis in Afghanistan:

'Prior to considering our agenda of business for today I must highlight the significant public concern regarding the humanitarian crisis that is unfolding before us in Afghanistan and the plight facing those who are attempting to flee their country. This Council must play its part in arrangements that are being developed through Scottish and UK Governments and CoSLA.

I am aware that our officers are in day-to-day contact with CoSLA and are actively engaged in identifying emergency, temporary and settled accommodation across all housing partners, as well as considering the wider intervention supports that will be required. Given that this is a rapidly evolving situation, I would ask that officers provide regular updates to Members as the situation develops.'

Members indicated their support for the approach outlined by the Provost, and the Group Leaders were invited to comment on the situation.

Councillor Hampshire expressed his sadness at the plight of Afghan families trying to flee the country and stated that the Council would support the humanitarian effort. He recalled previous situations where East Lothian communities had welcomed refugees and helped them settle in the UK, and was confident that they would do so again.

Councillor Bruce concurred with the comments made by Councillor Hampshire, remarking that the Afghan people had been abandoned and it was only right that the UK should offer sanctuary to those people who had sought to rebuild Afghanistan in the last 20 years.

Councillor Currie made reference to the desperate situation experienced by Afghan families and the extreme measures they were taking to flee their country. He noted that East Lothian had a proud history of helping others during such crises, and stressed the importance of identifying the necessary resources now to assist those in need.

1. MINUTES FOR APPROVAL

The minutes of the following meeting were approved: East Lothian Council, 22 June 2021.

2. MINUTES FOR NOTING

The minutes of the following meetings were noted: Local Review Body (Planning), 15 April and 20 May 2021.

3. SUMMARY OF REPORTS APPROVED IN ACCORDANCE WITH SUMMER RECESS ARRANGEMENTS 2021

A report was submitted by the Executive Director for Council Resources informing the Council of the urgent business undertaken over the summer recess period in terms of the procedures set out in Standing Order 15.6 and in line with the decision taken at the Council meeting of 22 June 2021.

The Clerk advised that only one item of business had been dealt with in accordance with the recess procedures, which was concerned with the introduction of a new licensing regime for activities involving animals, taking effect on 1 September. She advised that the report had been approved by the Provost and Depute Leader, and it had now been published in the Members' Library.

Decision

The Council agreed to note the business undertaken over the summer recess period.

4. FINANCIAL REVIEW 2021/22: QUARTER 1

A report was submitted by the Executive Director for Council Resources informing the Council of the financial position at the end of June 2021.

The Executive Director for Council Resources, Sarah Fortune, presented the report, which provided Members with an update on the Q1 position as regards General Services, General Services Capital, the Housing Revenue Account (HRA) and additional funding from the Scottish Government to deal with the impact of COVID-19. She drew attention to the key aspects of the report, including the position with each of the Directorates, the delivery of efficiency savings and the COVID-19 action plan. She stressed that there was still a great deal of uncertainty as regards the Council's finances, and there was likely to be increased pressure on future budgets. She pointed out that many of the projects included in the Capital Programme were now underway, noting that these were subject to change and risk as regards supply chain issues and increased costs. On the HRA, she advised that the modernisation programme was continuing, as was the delivery of new Council homes.

Councillor Forrest asked for an update on the situation with rent arrears. Ms Fortune advised that staff continued to work with tenants in financial hardship to devise suitable payment plans and recover rent monies. She warned that the impact of COVID-19 on tenants could become more severe once the furlough scheme ends, but that staff would make every effort to prioritise the recovery of rent money.

In response to a series of questions from Councillor Currie, Ms Fortune reported that the financial position within Children's Services had improved compared to last year, due to additional funding and interventions by Judith Tait and her team. Ms Tait, Head of Children's Services, added that there had been a greater focus on early intervention and prevention, and that good progress was being made on returning children to East Lothian from external placements. She also alluded to new operational and management approaches being adopted, as well as a transformational programme for services for children, which would reduce the need for care.

On efficiencies, Ms Fortune advised that a flexible approach was required, and that this would continue to be monitored. She reiterated that COVID-19 had created a complex financial environment, with some additional savings arising from the closure of buildings. As regards EnjoyLeisure and the Brunton Theatre Trust, she assured Members that officers were engaging with both organisations in order to ensure sustainability. She confirmed that the

Brunton Theatre Trust had recently been awarded grant funding of £100,000 from Creative Scotland.

Ms Fortune advised that the situation with the Capital Programme was complex, due to delays, shortages of supplies and increased costs. She also explained that tenders now included COVID-19 clauses which transferred the risk to the Council. Capital limits, affordability parameters and the impact on revenue costs would be continue to be monitored.

On resources, Ms Fortune stressed that business continuity plans were still in place, and that the Council continued to operate in a difficult environment; this meant that some services were not yet fully operational. Tom Reid, Head of Infrastructure, explained that there were staffing pressures in areas within his service which had impacted on service delivery.

Councillor Akhtar asked about the impact on the Council should COVID-19 funding be non-recurring. Ms Fortune noted that this was one of the biggest risks and uncertainties facing the Council. She advised that the financial implications of COVID-19 would not end when the Council moves from response to recovery, and that without a guarantee on future funding streams it was difficult to plan. She warned that there may be significant cost pressures that had not existed before the pandemic; the situation would be closely monitored going forward. Alison MacDonald, Director of Health and Social Care, advised that funding had been provided to support sustainability plans and provide additional resources. She also reported that plans were in place for the delivery of the flu vaccination and COVID-19 booster programmes, although there had been no confirmation from the JVCI regarding the booster programme as yet.

Councillor Bruce requested an estimate of how much of the recurring COVID-19-related costs would have to be absorbed into the Council's spending plans. Ms Fortune advised that work was being done to identify costs that would be recurring, e.g. cleaning regimes, as well as the impact of lost income. However, she noted that it was difficult to predict the longer-term implications, and that the Council would have to manage these aspects if they were not fully funded.

In relation to capital projects, Councillor McLeod asked if it would be possible for Members to receive regular updates on progress. Ms Fortune undertook to provide updates on specific projects, adding that Members could contact officers for more detailed information. She noted, however, that any significant changes to the policy position on capital projects would be reported to Council.

Councillor O'Donnell asked about the impact of the national pay award on the Council's finances. Ms Fortune pointed out that there had been no agreement on this for local government staff as yet. She advised that the Council had budgeted for a 2% pay increase, and that the current offer was in excess of this. She warned that any increase over 2% would create additional financial pressures for the Council for the current and future years. Members would be kept up to date on this matter.

Councillor Hampshire opened the debate, highlighting the financial challenges facing the Council, and stressing the importance of ensuring that an appropriate level of reserves was in place to deal with any unforeseen issues. He noted that staff across the Council were struggling to deal with demands on their services. He commended staff in Children's Services for their efforts to reduce the overspend, and thanked all staff for continuing to deliver services throughout the period of the pandemic, at a time when East Lothian was experiencing significant growth in population. He emphasised the need to reduce the cost of providing services and to identify new ways of generating income, in order to meet the challenges facing the Council.

Councillor Currie also praised staff for their efforts to deliver services during this period. On funding for Children's Services, he stated that the Council would have to ensure the required

funding was in place; however, he welcomed the work done to achieve efficiencies in this area. He also welcomed the grant funding secured by the Brunton Theatre Trust, and the Scottish Government funding for free instrumental music tuition. On capital projects, he recognised that there would be additional cost pressures, but was pleased to see that these projects were now underway. As regards health and social care, he warned that some of the consequences of COVID-19 would continue for some years and that additional funding to address these would need to be considered. He also voiced concern about recruitment of staff in the health and social care sector.

Councillor Akhtar commented that it was important for the public to be made aware of the financial pressures facing the Council, and of the increased demand on a variety of services due to COVID-19. She stressed the importance of all COVID-19-related expenditure being met in full by the Scottish Government, and the potential impact on the Council of recurring costs not being fully funded. Councillor Akhtar welcomed the success of the mass vaccination programme in East Lothian, and paid tribute to those staff and volunteers who had administered the vaccine.

Decision

The Council agreed:

- i. to note the financial performance at the end of Quarter 1 in 2021/22 against the approved budgets;
- ii. to note the additional funding received from the Scottish Government since approving the budget in March 2021;
- iii. to note the significance of the COVID-19 pressure and the impact of non-recurring funding provided for 2021/22;
- iv. to note the 'letter of support' provided to Council ALEOs and that discussions would continue with partner organisations to consider ongoing financial implications; and
- v. to note the current commitments against the COVID-19 Fund and the alignment to the Recovery and Renewal Framework, and agree that further updates would be provided through financial review reports.

5. REVISIONS TO STANDING ORDERS – SCHEME OF DELEGATION

A report was submitted by the Executive Director for Council Resources presenting the Council with the revised Scheme of Delegation for approval.

The Head of Council Support, Morag Ferguson, presented the report, advising that the Scheme of Delegation had recently been reviewed and updated to reflect the new Council management structure and to make it more user-friendly and streamlined. The revised Scheme would also include sections for each of the statutory officers. She stressed that there were no substantive changes to the level of delegation. Delegated authority to the Chief Executive was sought to add sections relating to the Chief Planning Officer and Chief Education Officer as and when these statutory positions come into effect, and also to review and determine the appointment of the Chief Finance Officer.

Decision

The Council agreed:

- i. to approve the revised Scheme of Delegation, to come into effect on 25 August 2021;

- ii. to delegate authority to the Chief Executive to add sections on delegated powers for the Chief Planning Officer and Chief Education Officer as and when these become statutory positions (in accordance with the relevant legislation), and to appoint to these positions; and
- iii. to appoint the Executive Director for Council Resources as the Section 95 (Chief Finance) Officer, and to delegate to the Chief Executive to review and determine the appointment to this statutory post once the new Head of Finance has taken up their post.

Sederunt: Councillor Innes left the meeting.

6. REVISION TO SCHOOL SESSION DATES 2021/22

A report was submitted by the Executive Director for Education and Children's Services seeking approval to make a change to the dates for the current school session 2021/22 in order to align the dates for the festive period closure and end of school session with the City of Edinburgh Council. The revision of dates would also help address any potential issues that may arise in relation to possible positive COVID-19 cases prior to the festive period and the requirement to carry out contact tracing amongst pupils and staff once schools have closed.

The Service Manager – Strategy and Operations (Education), Richard Parker, presented the report. He reminded Members that the school session dates for 2021/22 had been approved by the Education Committee in March 2019. However, with the potential continued impact of COVID-19, it was proposed to bring forward the end of the autumn term to 17 December from 23 December, and reopen schools on 5 January, and to close for the summer break on 1 July, instead of 30 June. He noted that this proposal was in line with changes agreed by the City of Edinburgh Council in May 2021.

Councillor Currie asked if Council officers were in dialogue with colleagues from neighbouring authorities as regards changes to the session dates. Lesley Brown, Executive Director of Education and Children's Services, advised that Mr Parker is a member of a network of South East Improvement Collaborative (SEIC) local authorities which met to review session dates, and that the changes proposed would align the Council with other authorities. She also noted the importance of giving parents, carers and school staff as much notice as possible of the changes.

Councillor Akhtar believed that the changes would be welcomed by parents and carers. She thanked school staff for their efforts as regarding the reopening of schools.

The Provost then moved to the vote on the recommendation as set out in the report, taken by roll call, which was agreed unanimously.

Decision

The Council agreed:

- i. to approve the change to the school session dates for this session, 2021/22, with the last day of term before the festive break being brought forward to Friday 17 December (from Thursday 23 December 2021) and for the start of the new term to be brought forward to Wednesday 5 January 2022 (from Monday 10 January 2022); and that schools would close for the summer break a day later on Friday 1 July 2022. This would align East Lothian dates with those of the City of Edinburgh Council; and

- ii. to delegate authority to the Head of Education, in consultation with the Council Leader and Convener of the Education Committee, for any further changes to be made to the session dates, e.g. in relation to the Queen's Platinum Jubilee.

7. APPOINTMENTS TO PARTNERSHIPS

A report was submitted by the Executive Director for Council Resources seeking approval of a proposed change to the membership of the Children's Strategic Partnership.

The Clerk advised of the Administration's proposal to appoint Councillor Fiona Dugdale to the Children's Strategic Partnership, replacing Councillor Akhtar.

The Provost then moved to the vote on the recommendation as set out in the report, taken by roll call, which was agreed unanimously.

Decision

The Council agreed to appoint Councillor Fiona Dugdale to the Children's Strategic Partnership.

8. APPOINTMENT OF EXECUTIVE DIRECTOR FOR COUNCIL RESOURCES

A report was submitted by the Chief Executive advising Council of the decision of the Chief Officer and Head Teacher Appointments Sub-Committee to appoint a new Executive Director for Council Resources, a vacancy that resulted from the retirement of Jim Lamond, the previous post holder.

The Service Manager – People and Governance, Kirstie MacNeill, presented the report, informing Members of the recruitment process for the post of Executive Director for Council Resources. She noted that the final interviews were held on 9 July, and that Sarah Fortune had been appointed to the post.

Councillor McMillan commented that the process had been robust, and he congratulated Ms Fortune on her appointment.

Decision

The Council agreed to note the decision of the Chief Officer and Head Teacher Appointments Sub-Committee to appoint Sarah Fortune as Executive for Council Resources, noting that all formal pre-employment checks had been carried out and that an offer of appointment had been issued and accepted.

9. SUBMISSIONS TO THE MEMBERS' LIBRARY SERVICE, 8 JUNE to 9 AUGUST 2021

A report was submitted by the Executive Director for Council Resources noting the reports submitted to the Members' Library since the meeting of the Council in June 2021.

Councillor Currie remarked on the range of work that had been undertaken since the last Council meeting despite the pressures caused by the COVID-19 pandemic. He thanked Council staff for their efforts to continue delivering services.

Councillor Goodfellow welcomed the Council's commitment to creating apprenticeship positions and giving young people an opportunity to benefit from these jobs.

Decision

The Council agreed to note the reports submitted to the Members' Library Service between 8 June and 9 August 2021, as listed in Appendix 1 to the report.

DRAFT

Signed

Provost John McMillan
Convener of the Council



**MINUTES OF THE MEETING OF THE
LOCAL REVIEW BODY**

**THURSDAY 17 JUNE 2021
VIA THE DIGITAL MEETINGS SYSTEM**

2a

Committee Members Present:

Councillor A Forrest (Chair)
Councillor N Gilbert
Councillor S Kempson

Advisers to the Local Review Body:

Mr C Grilli, Legal Adviser to the LRB
Mr P Zochowski, Planning Adviser to the LRB

Clerk:

Ms F Currie, Committees Officer

Apologies:

None

Declarations of Interest

None

Introductory Statement by the Legal Adviser

The Legal Adviser outlined the procedure for the meeting and the options available to the Local Review Body in reaching a decision on the planning applications before it.

The Legal Adviser then invited nominations to chair the meeting and Councillors Gilbert and Kempson proposed and seconded Councillor Forrest. It was therefore agreed that Councillor Forrest would chair the Local Review Body (LRB) on this occasion.

1. PLANNING APPLICATION NO. 20/01241/P – CHANGE OF USE OF OPEN SPACE TO OUTDOOR SEATING FOR SERVERY/TAKEAWAY (CLASS 3) FOR A TEMPORARY PERIOD OF 3 YEARS AND FORMATION OF HARDSTANDING AREAS, 26 VICTORIA ROAD, NORTH BERWICK EH39 4JL

The Chair invited the Planning Adviser, who had had no involvement in the original decision, to present a summary of the planning policy considerations in this case.

The Planning Adviser outlined in detail the proposals contained in planning application no. 20/01241/P relating to 26 Victoria Road North Berwick for the change of use of open space to outdoor seating for servery / takeaway (class 3) for a temporary period of 3 years and formation of hardstanding areas. The proposals affected an area of land mostly to the south of the former coastguard station now used as a restaurant and takeaway called the Rocketeer and located on Anchor Green the harbour promontory to the north of Victoria Road but also included a strip of land to the north south and west side of the building and a strip of land leading from the building to the east side of Victoria Road.

He noted that, in 2020, to allow for physical/social distancing measures tables and chairs had been temporarily allowed on this part of Anchor Green. The current application was registered on 14 December 2020 and refused on 5 February 2021.

The Planning Adviser reminded Members that applications should be determined in accordance with the development plan for the area unless material considerations indicated otherwise. He advised that the most relevant policies of the East Lothian Local Development Plan 2018 (LDP) were listed in the case officer report and had been considered in the determination of the application. Scottish Planning Policy was a material consideration in respect of guidance on determining applications that affect a listed building or its setting and effect on the character and appearance of a conservation area.

He summarised the 45 representations received to the original application which had included 26 objections and 19 letters of support, and the responses from Consultees. He noted material considerations relating to benefit for business and Scottish Government guidance on support for businesses during the pandemic. He advised that the application had been refused for the reasons outlined in the Decision Notice dated 5 February 2021; in summary that the proposals were contrary to LDP polices OS1, CH2, DC6, DC9 and DP2.

The Planning Adviser summarised the additional statement of response from the planning case officer confirming that privately owned open space was classed as open

space for planning policy purposes; that the use of the land was unauthorised and that should planning permission be refused then enforcement action would be required.

The Planning Adviser then considered the grounds for review put forward by the agent for the applicant. In summary, the applicant submitted that there was no measurable or significant impact on the character or setting of the North Berwick Conservation Area or on the nearby Special Landscape Area (SLA). No heritage amenity or traffic/transport concerns, that nothing proposed was unsightly, only the paving was permanent and that it was a popular destination that encouraged people to interact more with the surroundings. The applicant also noted that the tables and chairs would not be for the exclusive use of Rocketeer patrons but for use by anyone; that the site was not included within the SLA, that the proposals did not have any permanent visual or physical impact on it and that there was no loss of open space.

The Planning Adviser concluded by referring to the further representations received in relation to the review. He reminded Members that in reviewing the application and taking account of all consultee responses and other submissions, it was open to them to take a different view from the case officer or to seek further information, if necessary. Should they be minded to approve the application, the case officer had provided a suggested schedule of conditions.

The Chair thanked the Planning Adviser for his summary.

The Planning Adviser responded to questions from Members. He said he was not aware of any problems reported while the current arrangements had been operating during the pandemic and he expected that these arrangements would reduce as the restriction level reduced within East Lothian. He confirmed that any issues relating to incorrect paving finishes would be addressed if the application was approved and, while he was not aware of any enforcement action having been taken to date, it could be progressed at any time. He also advised that the grass area at the Green was maintained by the Council's Amenity Services for the general benefit of the town and that they would likely undertake any remediation work to address damage. However, he could not say how this might be agreed with the applicant/land owner.

The Legal Adviser provided additional information in relation to Scottish Government guidance on support for businesses during the pandemic, specifically flexibility in planning rules. He confirmed that, if planning permission was refused, enforcement action would be taken as soon as was practicable. In relation to the cost of maintenance of the grass area and any remediation work, he advised that a sum could be requested under a section 75 agreement or an upfront payment agreed as part of a section 69 agreement; and this matter could be addressed by way of conditions, should planning permission be granted. He was not able to advise on current land ownership or the existing arrangement with Amenity Services.

The Chair asked his colleagues to confirm if they had attended a site visit and if they were satisfied that they had sufficient information before them to determine the application. They confirmed this to be the case.

The Chair then invited Members to give their opinions.

Councillor Kempson said that the site visit had been helpful in showing the impact of the tables and chairs on the site; she had noted in particular the damage to the grass and the generally detrimental impact on the area around the site. She said that there were plenty of places for people to sit and eat their takeaway food within a short distance of the restaurant without spoiling the approach to an interesting and iconic

area of the town. Referring to photos provided by the applicant, she concluded that if the number of tables and chairs was increased they would have an even greater impact on the area. For these reasons, she would be upholding the original decision to refuse planning permission.

Councillor Gilbert agreed with his colleague that this was an unsympathetic development which was already having a harmful impact on the local environment. However, he also recognised the importance of supporting businesses in North Berwick and across East Lothian to recover from the impact of the pandemic. On balance, and very narrowly, he said he would be upholding the original decision to refuse planning permission.

The Chair agreed with his colleagues. He had noted on the site visit that the tables and chairs caught the eye while walking towards the harbour and that the grass area where they were located was worn down. While he acknowledged the need to support businesses affected by COVID-19 he felt that this had been done throughout the pandemic. He agreed that there were other places for people to sit in the area and elsewhere and he did not think that the public would make use of the tables and chairs for general use as the perception would be that they were only for restaurant customers. This would therefore result in a loss of amenity. He would be upholding the decision of planning officers to refuse planning permission.

Decision

The ELLRB agreed unanimously to dismiss the appeal and to refuse planning permission for the reasons set out in the original Decision Notice, which were:

1. The proposed change of use of the area of public amenity open space to use as an outdoor seating area in association with the existing restaurant/servery/takeaway business of 'The Rocketeer' at 26 Victoria Road would result in an unacceptable harmful impact, detrimental to the recreational function of the area of amenity open space and would significantly compromise the visual amenity and landscape character of the area, contrary to Policy OS1 of the adopted East Lothian Local Development Plan 2018.
2. The proposed change of use of the area of public amenity open space to use as an outdoor seating area in association with the existing restaurant/servery/takeaway business of 'The Rocketeer' at 26 Victoria Road would result in the temporary loss of an area of amenity open space that makes a significant positive contribution to the landscape character of this gateway approach to the harbour promontory and as a result would be significantly harmful to the landscape character and appearance of this part of the North Berwick Conservation Area, contrary to Policy CH2 of the adopted East Lothian Local Development Plan 2018 , and with Scottish Government guidance on development affecting a conservation area given in Scottish Planning Policy (Revised December 2020).
3. The proposed hardstanding areas to the north, south and west sides of the building of 26 Victoria Road, by virtue of their modern appearance and uniformity and their positioning around all sides of the building, would be out of keeping with the character and appearance of the surface finishes of the area, and as unsympathetic areas of hardstanding would be harmful to the landscape character of the area and of this part of the North Berwick Conservation Area, contrary to Policies DP2 and CH2 of the adopted East Lothian Local Development Plan 2018, and with Scottish Government guidance on

development affecting a conservation area given in Scottish Planning Policy (Revised December 2020).

4. As unsympathetic development that would have a harmful impact on the landscape character and visual amenity of the area and of this part of the North Berwick Conservation Area, the proposed change of use of the area of amenity open space to use as an outdoor seating area would also have a detrimental impact on the setting of this part of the North Berwick to Seton Sands Special Landscape Area, and the public benefits of the proposed development would not clearly outweigh any adverse impact on the setting of the Special Landscape Area. Accordingly, the proposed change of use of the land to use as an outdoor seating area would be contrary to Policy DC9 of the adopted East Lothian Local Development Plan 2018.
5. As development contrary to Policies OS1, CH2, DP2 and DC9 of the adopted East Lothian Local Development Plan 2018, the proposed development would also be harmful to this part of the East Lothian coastal area and contrary to Policy DC6 of the adopted East Lothian Local Development Plan 2018.

2. PLANNING APPLICATION NO. 20/01252/P – ERECTION OF 1 HOUSE AND ASSOCIATED WORKS, GARDEN GROUND OF 51 ST BALDRED’S ROAD, NORTH BERWICK

The Chair invited the Planning Adviser, who had had no involvement in the original decision, to present a summary of the planning policy considerations in this case.

The Planning Adviser outlined the background, location and detailed proposals contained in planning application no. 20/01252P relating to the erection of 1 house and associated works in the garden ground of 51 St Baldred’s Road, North Berwick. The application had been registered on 27 November 2020 and was refused on 22 January 2021.

He reminded Members that planning applications should be determined in accordance with the development plan for the area unless material considerations indicated otherwise. He noted that the case officer had considered that no strategic development plan policies were relevant to the determination of the application. The relevant policies of the East Lothian Local Development Plan 2018 (LDP) were contained in the officer’s report with the policies on which refusal was based being: LDP policies DP1 Landscape Character; DP2 Design; and DP7 Infill, Backland and Garden Ground Development. A further material consideration on which refusal was based was the advice contained in national Planning Advice Note 67 Housing Quality.

The Planning Adviser outlined the concerns raised in the 6 representations received on the original application; 2 from the same neighbouring property. The main issues were the effects that the proposed house would have on the amenity of neighbouring properties in respect of overlooking, overshadowing, etc. That it would be an over development of the site, overly dominant (being of two storey), unsympathetic to its surroundings, not in keeping with the appearance and density of the locality and having the potential to set a precedent for further similar development. He advised that North Berwick Community Council had also objected in the strongest terms and raising similar concerns.

The Planning Adviser summarised the planning case officer's assessment of the application which had noted the effects on neighbouring properties and the existing property and the amenity to be enjoyed by the new house. The case officer had noted its acceptability in terms of Road Services requirements, no harmful loss of sunlight or amount of daylight received by neighbouring houses and no harmful overlooking of neighbouring garden ground to the houses on Dundas Avenue or to no. 49 to the east. However, taking into account its wider impact on the surrounding area, the case officer had concluded that the proposed house, by virtue of its height and its position would be an inharmonious and overly dominant form of infill development that would appear overbearing to neighbouring residential property, would appear as an unsympathetic and discordant form of infill development within the streetscape, and would be an overdevelopment of the site. Furthermore, it would be out of keeping with and harmful to the density and pattern of development of the built form of the surrounding area, and would set an undesirable precedent for other such forms of harmful backland development. Consequently, the proposed development would be contrary to LDP policies DP1, DP2 and DP7 and the advice on designing for place given in Planning Advice Note 67: Housing Quality and these formed the reasons for refusal of planning permission.

He also referred to the case officer's additional statement of response to the review which addressed matters relating to the determination of different infill development proposals, the application of policy DP7, and that, if approved, the development would be likely to set a precedent for other such forms of backland development on the south side of St Baldred's Road.

The Planning Adviser then summarised the applicant's grounds for review which were submitted by the agent for the applicant. These concentrated on the areas of agreement in the officer's report and noted that the garden that formed the application site was larger than its neighbours and larger than other garden ground that had been allowed to be developed elsewhere on St Baldred's Road and in North Berwick. The proposed house would form an attractive family home designed to be as far as possible carbon neutral that had been designed to respond to the specific site characteristics. The applicant contended that the house would not be readily visible from public spaces, would not dominate its immediate neighbours and would fit comfortably in its context with the local residential character and was in compliance with Policies DP2 and DP7. Furthermore, it was not accepted that a precedent for future development would be set as garden ground sizes in other nearby rear gardens were smaller than the application site.

The Planning Adviser drew members' attention to the 2 further representations submitted in response to the review and which took issue with some of the points in the applicant's review statement. Amongst these, was an inaccuracy in a drawing that failed to show the kitchen extension at 7 Dundas Avenue which had a window overlooking the application site and concerns about the level of screening provided by the trees as shown on drawings provided by the applicant. The applicant's agent submitted a further response which restated the suitability of the proposed development, acknowledged that the kitchen extension to no 7 Dundas Avenue was not shown due to an omission but that it did not materially change the situation.

The Planning Adviser concluded by reminding Members of the options available to them and that, should they be minded to approve the application as a result of this review, the case officer had provided a suggested schedule of conditions.

The Chair thanked the Planning Adviser for his summary.

The Planning Adviser replied to a question from the Chair, confirming that Road Services required that car parking provision included sufficient room for a car to exit a property onto the road in a forward gear. The Road Services officer was satisfied that this requirement had been met.

The Chair asked his colleagues to confirm if they had attended a site visit and if they were satisfied that they had sufficient information before them to determine the application. They confirmed this to be the case.

The Chair then invited Members to give their opinions.

Councillor Gilbert said he had considered the case thoroughly and noted the many positives and negatives. However, in his view, there were more negatives than positives; the proposals represented a cramped form of infill development not appropriate to the location; and such development would set an undesirable precedent in the area. He would have no hesitation in upholding the original decision to refuse planning permission.

Councillor Kempson felt that the proposals were a very cramped form of infill development. She observed that the COVID-19 pandemic had shown the value of garden ground and having two houses on this site would mean that neither would have sufficient garden or leisure grounds. Furthermore, she considered that the proposals were not in keeping with the surrounding area and would be detrimental to the streetscape and to the amenity of the existing houses. For these reasons, she was minded to refuse planning permission.

The Chair noted the volume of information provided on this application and how helpful it had been to visit the site. He agreed with previous remarks regarding the cramped nature of the development within the site. As a family home, he considered the proposed house to be too cramped and he was also concerned about the possibility of overlooking. He would be upholding the original decision to refuse planning permission.

Decision

The ELLRB agreed unanimously to dismiss the appeal and to refuse planning permission for the reasons set out in the original Decision Notice, which were:

1. By its contained backland position and the higher density that would result from its additional built form, a house erected on the site would be a substantial intrusion into its setting and a cramped form of infill housing development not appropriate to its place and harmfully at odds with the characteristic pattern and density of the layout of the houses and gardens of St. Baldred's Road. Consequently the proposed development is contrary to Policies DP1, DP2 and DP7 of the adopted East Lothian Local Development Plan 2018 and the advice on designing for place given in Planning Advice Note 67: Housing Quality.
2. The proposed development would have an overbearing effect on the garden of the house of 7 Dundas Avenue, and in this the proposed development would have an unacceptable impact on the amenity of the residents at 7 Dundas Avenue, contrary to Policies DP2 and DP7 of the adopted East Lothian Local Development Plan 2018.

3. If approved the proposal would set an undesirable precedent for similar types of development in backland positions on the south side of St. Baldred's Road, which would be harmful to the characteristic pattern and density of development of this part of North Berwick. The cumulative effect of such development would neither preserve nor enhance but would be harmful to the character and appearance of the area.

The Legal Adviser confirmed that, in relation to planning application 20/01241/P (Agenda Item 1), enforcement action would be progressed as soon as was practicable.

Signed

Councillor Andrew Forrest
Chair of Local Review Body (Planning)



**MINUTES OF THE MEETING OF THE
LOCAL REVIEW BODY**

**TUESDAY 3 AUGUST 2021
VIA THE DIGITAL MEETINGS SYSTEM**

2b

Committee Members Present:

Councillor N Hampshire (Chair)
Councillor J Findlay
Councillor K McLeod

Advisers to the Local Review Body:

Mr C Grilli, Legal Adviser to the LRB
Mr M Mackowiak, Planning Adviser to the LRB

Clerk:

Ms J Totney, Team Manager, Democratic and Licensing

Apologies:

None

Declarations of Interest

None

Introductory Statement by the Legal Adviser

The Legal Adviser explained that today's meeting had been reconvened following a continuation from 15 April 2021 where the LRB discussed the non-determination of the application in relation to Bolton Muir Wood. He advised that the meeting had been continued pending further information, which had now been provided to members with their committee papers. He added that as the meeting was a continuation from 15 April, Councillor Hampshire would remain as the Chair for today's meeting of the Local Review Body (LRB).

Councillor Hampshire welcomed members to the meeting and highlighted that a very important decision was being taken today. He stated that this application is one of the first for a hutting proposal and the decision must be taken correctly as it would reflect on future decisions; he added that many hutting applications were already in the

pipeline. He then handed over to Mr Marek Mackowiak, Planning Adviser, who had no involvement in the original decision and who was also the Planning Adviser at the meeting of the LRB on 15 April, to provide a summary of the current situation.

1. PLANNING APPLICATION NO. 20/00998/P: ERECTION OF HUT, STORE AND ASSOCIATED WORKS (PART RETROSPECTIVE) BOLTON MUIR WOOD, GIFFORD, HADDINGTON

Mr Mackowiak reminded members that the Local Review Body (LRB) heard this planning application on the 15th April 2021 and that at that meeting the committee had decided to defer its decision to allow the applicant to submit further information comprising of a woodland management plan and a site management plan for the entire Bolton Muir Wood area. He pointed out to members that their committee papers contain the previous documentation submitted for this appeal and the further submission from the appointed officer.

Mr Mackowiak drew attention to the further submission, and reported that the appointed officer notes a number of points made by the agent in response to the LRB's request for further information, namely that: it was not possible for the applicant to deliver a woodland management plan and a site management plan for the entire Bolton Muir Wood area; that the agent argues that since these plans involve the use and management of land that is not within the ownership or control of her client it is therefore not reasonable to ask her client to submit such plans for the entire Bolton Muir Wood area when he has no power to deliver this; that in seeking to control the use of land unconnected with that which is the subject of the planning application under consideration, the further information requested by Members of the LRB goes beyond what is necessary to determine whether or not this planning application should be granted permission; the owners of the rest of Bolton Muir would derive no benefit from the granting of consent for the Nolt Wood application and it is unreasonable to seek to impose conditions on their lands in these circumstances; that to impose a planning condition with which it is impossible to comply is undoubtedly ultra vires so it therefore would be irrelevant to planning and therefore beyond the powers of the local planning authority; and confirmed that her client recognises the desire and need to have some assurances about the management of the individual woodlot named 'Nolt Wood'.

In relation to the final point, Mr Mackowiak advised that the applicant's agent has advised that her client would be willing to agree a satisfactorily worded planning condition which encompasses the following points listed below:

- Development of a woodland management plan specific to Nolt Wood, which will include the gradual replacement of non-native conifers with native broadleaf species and scots pine;
- To limit the number of vehicles on site at any one time to two, with exceptions for movement of building materials during construction and ongoing forestry operations for the purposes of woodland management;
- No new fences, hedges or walls on his property's boundary;
- No restrictions on public access, subject to Access Codes being complied with; and
- No commercial letting of the hut.

Mr Mackowiak went on to explain that in addition to the above, the applicant's agent submitted a draft woodland management plan for the individual woodlot named 'Nolt Wood'; that the Council's Biodiversity and Landscape officers have been consulted on

that draft woodland management plan and raise no concerns or objections to it; and that a copy of the draft plan has been submitted as additional information for Members of this LRB.

Mr Mackowiak went on to explain that a suggested schedule of conditions was submitted by the appointed officer for LRB members' consideration and advised that these conditions are relevant should the LRB be minded to uphold the review and grant planning permission. He added that in respect of this planning application, the Council's Biodiversity officer states that she welcomes proposals to enhance and sustainably manage the woodland habitat, and that subject to the suggested conditions numbered ten (10) and twelve (12) being imposed on a grant of planning permission, the proposals do not conflict with Policies NH3 or NH5 of the adopted East Lothian Local Development Plan 2018.

With regard to the impact of the vehicular movements through, and within, the woodland area and the impact and conflict that this may cause with other users within the woodland of Bolton Muir Wood, Mr Mackowiak advised that condition nine (9) of the suggested schedule of conditions states that: Details of the access and parking shall be submitted to and approved in advance by the Planning Authority to show that no more than one parking space shall be occupied and used within the existing surfaced parking area of the woodlot. The details to be submitted shall show that the parking space shall have a length of no more than 6 metres and a width of no more than 2.5 metres.

In closing, Mr Mackowiak highlighted to Members that the appointed officer's further submission requests that members of the LRB consider whether the hut, shed, store and associated works which are the subject of this planning permission should be granted subject to the suggested schedule of conditions; or whether planning permission be refused on the grounds that any vehicle movements through, or within, the woodland area would be harmful to the woodland area and result in conflicts with other users of the woodland area. In making his closing remarks, he advised that notwithstanding all of the information he had just provided, the LRB should be mindful that on the 30 March 2021, planning application 20/00824/P was refused by members of the Local Review Body for the reason being that "the proposed hut and associated shed, by virtue of its impact on biodiversity and on vehicle movements within Bolton Muir Wood, would be harmful to the countryside contrary to Policy DC1 of the adopted East Lothian Local Development Plan 20182.

Mr Mackowiak concluded by advising members that they have the option of seeking further information or clarification should they consider that necessary.

The Chair invited questions from members.

Councillors Findlay and McLeod asked questions covering Countryside Access codes; the determination of the curtilage of each individual hut; restrictions on vehicular access and the potential installation of locked gates. Mr Mackowiak replied that Access Codes in Scotland are set out in specific documents but are not mandatory or enforceable; the curtilage would be the immediate surroundings of the hut and would not amount to a significant area of woodland and could be set out by way of a planning condition agreed by the Planning officer, with the entire area outwith the curtilage being accessible by the public; and that vehicle access could be restricted by a carefully designed locked gate or similar construction, which would not cause an obstacle to emergency access, and which again could be dealt with by way of a planning condition.

Councillor Hampshire, Chair of the LRB, stated that this is just one application,

although the site had around forty (40) plots advertised, which could result in 40 huts, 40 vehicles, plus tool stores, composting boxes, compostable toilets and ancillary buildings with all of the latter being installed outwith the 30m² area that is set out for huts in the Scottish Government's guidance. He raised concerns about the impact on the surrounding environment and the potential for there to be the appearance of a residential area. His question therefore sought to establish if conditions could be set in relation to Environmental Health approval of compostable toilets and restrictions on the number and type of ancillary buildings. Mr Mackowiak advised that it would be acceptable to have limitations on the size of all ancillary buildings and structures, including temporary structures, adding that every application would be assessed on its own merits but that the cumulative impact of additional huts in the woodland area has to be regarded as a material consideration for proposals.

Councillor Findlay raised a point about a statement made by the applicant's agent in relation to legal rights. Mr Carlo Grilli, Legal Adviser, stated that there is no legal right to have planning permission granted and that it is for the Planning Authority to determine the outcome of the application.

Councillor McLeod indicated that he had been surprised to see that some of the buildings already on the site are of a fixed construction and are not moveable. While happy to be advised in relation to potential conditions, he expressed his support for restricting the number of structures that could be erected in addition to the hut and a compostable toilet.

Councillor Hampshire remarked that compostable toilets are designed to be used by a limited number of people and that to exceed this number is a potential health hazard. He therefore commented that consideration be given to restricting the number of people that can reside in any one hut and also to prevent the area around the hut being used by other people for wild camping. Mr Mackowiak advised that it would be reasonable to consider a condition that would restrict the number of people staying overnight. Mr Grilli clarified that the LRB should be mindful of the definition of wild camping as set out in East Lothian Council's Land Management Rules and advised that camping out near huts in this woodland is outwith the Council's definition of wild camping. Councillor McLeod welcomed restricting the number of people but cautioned against that number being potentially detrimental to families. Councillor Hampshire was of the view that compostable toilets could be used safely by two adults and three children but not by several adults.

Councillor McLeod enquired about restrictions regarding generators in relation to size and noise. Mr Mackowiak advised that there is already a proposed condition for this in the onsite management plan and that this would be the best document to deal with technical issues such as generators and fire risks.

In response to a question from the Chair, all members advised that they had enough information to now be able to make a decision on this application. However, Councillor McLeod advised that this was on the proviso that conditions could be attached; the Chair confirmed it would be possible for the LRB to determine conditions.

Councillor Findlay highlighted that the reason why the meeting had been continued was to create a site management plan which the applicant is stating it is not possible to produce. He stressed that another 30 or 40 hutting applications are anticipated for this site and it remains the case that there is no overall site

management plan. He also highlighted that there could be up to 80 vehicles on the woodland site at any one time on the basis that the applicant has requested two vehicles to be allowed per hut. He stated that he would still be seeking to see a management plan for the whole woodland site and therefore was of the view that there had been no progress since the meeting of the LRB on 15 April. He advised that he would therefore be voting against the granting of planning permission.

Councillor McLeod expressed some sympathy for the applicant given that they were somewhat held hostage by the requirement for a wider woodland management plan and a site management plan. He favoured attaching robust conditions and determining the application at today's meeting of the LRB.

Councillor Hampshire made it clear that he would have much preferred to be making a decision with woodland and site management plans in place along with Scottish Government and Planning Authority policies for managing woodland. However, in the absence of these, and given that the Scottish Government have taken the decision to support huts in the countryside, he commented that there is the potential in future for a similar application to be presented to the Planning Committee with an appeal thereafter to the Scottish Government if planning permission is refused. He advised that the impact of this is that East Lothian Council could lose control of any conditions that would be attached to applications for huts in the countryside. Councillor Hampshire stated that he would therefore support the application if adequate conditions and controls are attached. He outlined the requirement for the following conditions, in addition to those suggested by the appointed officer:

- The area of the hut should not exceed the Scottish Government guidance of 30m²;
- The distance of any ancillary buildings (including compostable toilets) must be at a distance from the hut as agreed by the Planning officer following a site visit;
- Ancillary buildings to be limited to a compostable toilet and a maximum of two other structures, all to be within close proximity to the hut with all the ancillary buildings having a total additional area of a maximum of 6m² with the exact location of the ancillary buildings being determined by the site management plan;
- A limit to be placed on the number of people who can stay in the hut overnight;
- No camping or other accommodation to be permitted on the site of the hut;
- No tents or other temporary ancillary structures to be erected outside the huts
- All buildings and structures, including ancillary structures are to be erected on pads with no drilling down into the ground permitted; any existing structures erected on concrete will require to be removed; and
- All owners of all the different sites are to be encouraged to come together to create a joined up management plans.

Councillor Findlay asked about conditions in relation to the number of vehicles and energy generators, suggesting that the latter should be solar powered. Councillor Hampshire advised that he would be supportive of a condition that allowed no diesel or petrol generators to be on site. Councillor McLeod indicated his support for a condition restricting vehicles to one per hut.

Turning back to the point raised about the curtilage area, all three members of the LRB advised that they would support a curtilage area of 3 metres from the hut. Mr Grilli stated that this should be dealt with as part of the site management plan and not as a formal condition set by the Planning Authority.

The following conditions were therefore added to the list of those being requested by the LRB Members:

- Motor vehicles to be restricted to one per hutting plot;
- No solid fuel, fossil fuel, petrol or diesel generators or mains powered utilities to be on site, only solar powered generators to be permitted; and
- The curtilage of the property is to be set as part of the site management plan.

Further debate among members established that there is already a Planning officer condition that would prevent commercial letting of the hut. All members advised that they were ready to move to the vote on this item.

Councillor McLeod approved the planning application subject to conditions already suggested by the Planning Officer and those requested by the LRB [as detailed above at the bullet points].

Councillor Findlay advised that he felt somewhat conflicted as while he agreed with imposing robust conditions it remained his view that an overall management plan was required. He therefore voted against the granting of planning permission.

Councillor Hampshire stated that he would approve the granting of planning permission subject to the Planning officer's suggested conditions and those put forward today by members of the LRB [as detailed above at the bullet points].

The Legal Adviser summarised the LRB members' verbal conditions and confirmed that the Planning officer conditions, as included in the meeting papers, would be attached to the planning permission and that the wording of these would be amended to include the verbal conditions requested at today's meeting by the LRB. He advised that the Planning officer would appropriately word the final conditions, to fully reflect the LRB's verbal conditions. He advised that the final version of the conditions would be issued to the LRB members for agreement after which they would be detailed in full in the Decision Notice that would be issued to the applicant, and included in the minute of today's meeting.

Decision

The East Lothian Local Review Body agreed by a majority to uphold the appeal and to grant planning permission for planning application 20/00998/P subject to all of the undernoted conditions [the final wording of which have been provided post-meeting]:

Conditions:

1. The hut hereby approved shall be used solely for intermittent recreational accommodation (i.e. not as a principal residence). For the avoidance of doubt, the hut shall not be rented out or used as an independent residential unit, as a holiday let accommodation or for any business, trade or commercial use. It shall not be

occupied for a single overnight stay longer than 12 continuous weeks in any calendar year and shall not be occupied for overnight stays for 28 days thereafter.

Reason:

To enable the Planning Authority to control the use of the development in the interests of safeguarding the character, integrity and appearance of the woodland area and the character and amenity of the landscape of the area.

2. The hut hereby approved shall not be made available for commercial rent unless otherwise approved in writing by the Planning Authority.

Reason:

To enable the Planning Authority to control the use of the development in the interests of safeguarding the character, integrity and appearance of the woodland area and the character and amenity of the landscape of the area.

3. The hut hereby approved shall not be connected to mains water, grid electricity or sewerage. Moreover, no fossil fuel power generators shall be used within the application site.

Reason:

To ensure that the hut is a simple, low impact building that is removable with little or no trace at the end of its life in the interests of the local environment.

4. Within two months from the date of this planning permission details of the operation of the composting toilets and details for waste management shall be submitted to, and approved in writing by, the Planning Authority prior to their use. The operation of the hut shall thereafter be carried out in strict accordance with the details so approved.

Reason:

In the interests of the local environment.

5. The foundations for the hut hereby approved shall be padstones or such other non-permanent foundation approved in writing by the Planning Authority placed directly on the existing ground level and material. No change shall take place to the foundation method unless otherwise approved in writing by the Planning Authority.

Reason:

To ensure that no solid permanent foundations are formed.

6. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (Scotland) Order 1992 as amended by The Town and Country Planning (General Permitted Development) (Scotland) Amendment Order 2011 or by any other statutory instrument amending, revoking or re-enacting the 1992 Order, no fencing, walls, gates or other means of boundary enclosure shall be erected within or outwith the application site without the prior permission of the Planning Authority.

Reason:

In the interests of safeguarding the character, integrity and appearance of the woodland area and the character and visual amenity of the landscape of the area.

7. Within 1 month of the date of the grant of this planning permission the external untreated timber tool shed, compost store building and raised planters hereby

approved shall be painted or stained in a dark brown or dark green colour in accordance with a sample colour to be submitted to and approved in advance by the Planning Authority. The paint or stain used shall accord with the sample so approved.

Reason:

To reduce the visual impact of the retrospective structures in the interests of safeguarding the character, integrity and appearance of the woodland area and the character and amenity of the landscape of the area.

8. In the event that the hut, sheds, store buildings or raised planters hereby approved become obsolete or redundant they, together with any other development, shall within two months be removed from the application site and the land made good to the satisfaction of the Planning Authority.

Reason:

In the interests of safeguarding the character, integrity and appearance of the woodland area and the character and amenity of the landscape of the area.

9. Details of the access and parking shall be submitted to and approved in advance by the Planning Authority to show that no more than one parking space shall be occupied and used within the existing surfaced parking area of the woodlot. The details to be submitted shall show that the parking space shall have a length of no more than 6 metres and a width of no more than 2.5 metres. Development shall thereafter be carried out in accordance with the details so approved.

Reason:

In the interests of the landscape character of the woodland and to limit the amount of vehicular traffic within the woodland area.

10. Prior to the commencement of development hereby approved, a Species Protection Plan (for breeding birds) and a timetable for the implementation of mitigation and protection measures, shall be submitted to and approved in writing by the Planning Authority. The mitigation and protection measures shall thereafter be implemented in strict accordance with the timetable so approved.

Reason:

In the interests of nature conservation.

11. The hut hereby approved shall be erected in compliance with the following requirements:
 - (i) prior to the erection of the hut a plan shall be submitted detailing the root protection areas for the trees adjacent to the location of it;
 - (ii) details of any trees to be removed to facilitate the hut, including details of replacement planting to mitigate for the loss of any existing trees within the site, shall be submitted;
 - (iii) the flue associated with the hut hereby approved shall not be located directly beneath the canopy spread of any tree within the site;

- (iv) no trees within the site shall be damaged, uprooted, felled or lopped or interfered with in any manner without the prior written consent of the Planning Authority; and
- (v) details of any other planting to be carried out within the woodlot shall be submitted prior to any new or additional planting being undertaken.

Reason:

In order to prevent damage to trees within the woodland area which are important to the character and appearance of the landscape of the area.

12. Within three months from the date of this planning permission, a Site Management Plan and a Woodland Management Plan shall be submitted to and approved in advance by the Planning Authority. The Site Management Plan shall show all components of development, and those components of development shall be located as close as is reasonably practicable to the hut hereby approved. The submitted Plans shall include a timetable for their implementation. Thereafter the approved Site and Woodland Management Plans shall be updated every 5 years for the written approval of the Planning Authority. The updated Site Management Plan shall include details of any hut, sheds, store buildings or other components of development that have been removed in accordance with the requirements of condition 8 above.

The Site and Woodland shall thereafter be managed in accordance with the Site Management Plan and the Woodland Management Plan so approved.

Reason:

In the interests of safeguarding the character, integrity and appearance of the woodland area and the character and amenity of the landscape of the area.

Signed

Councillor Norman Hampshire
Chair of Local Review Body (Planning)



**MINUTES OF THE MEETING OF THE
LOCAL REVIEW BODY**

**THURSDAY 19 AUGUST 2021
VIA THE DIGITAL MEETINGS SYSTEM**

2c

Committee Members Present:

Councillor N Hampshire (Chair)
Councillor L Bruce
Councillor K McLeod

Advisers to the Local Review Body:

Mr C Grilli, Legal Adviser to the LRB
Mr P Zochowski, Planning Adviser to the LRB

Clerk:

Ms F Currie, Committees Officer

Apologies:

None

Declarations of Interest

None

Introductory Statement by the Legal Adviser

The Legal Adviser outlined the procedure for the meeting and the options available to the Local Review Body in reaching a decision on the planning applications before it.

The Legal Adviser then invited nominations to chair the meeting. Councillors Bruce and McLeod indicated that they would be content for Councillor Hampshire to chair the Local Review Body (LRB) on this occasion.

1. PLANNING APPLICATION NO. 21/00258/P: ALTERATIONS TO HOUSE AND FORMATION OF A THIRD FLOOR ROOF TERRACE WITH DECKING, BALUSTRADING AND HANDRAILS AT 59 FORTH STREET, NORTH BERWICK EH39 4JJ

The Chair invited the Planning Adviser, who had had no involvement in the original decision, to present a summary of the planning policy considerations in this case.

The Planning Adviser outlined in detail the proposals contained in planning application no. 21/00258/P at 59 Forth Street, North Berwick for alterations to the house and formation of a third floor roof terrace with decking, balustrading and handrails. The application was registered on 10th March 2021 and determined on 14th May 2021. The property was a traditional, stone built 3 storey detached house with garden ground on Forth Street adjacent to the Abbey Church and grounds. Although not listed, the property sits within the designated North Berwick Conservation Area.

He noted that the decision reached on the application was mixed: consent was granted for the replacement of windows but Condition 1 did not grant consent for the formation of the third floor roof terrace with associated decking, balustrade and handrails on the roof of the house. The review was therefore in respect of the Condition 1.

Two letters of objection were received to the application - one from a neighbouring property and the other from the Architectural Heritage Society of Scotland East Lothian Cases Panel - and the Planning Adviser summarised the relevant matters raised in these letters. He further noted that one letter of support had also been received.

The Planning Adviser then reminded Members that applications should be determined in accordance with the development plan for the area unless material considerations indicated otherwise. He advised that the most relevant policies of the East Lothian Local Development Plan 2018 (LDP) were listed in the case officer report and had been considered in the determination of the application. These were Policy CH2 and Policy DP5. Scottish Planning Policy was also a material consideration in respect of guidance on determining applications that affect the character and appearance of a conservation area.

The Planning Adviser summarised the case officer's assessment of the application which made particular reference to the architectural and historic character of Forth Street, its contribution to the character of the North Berwick conservation area, the absence of other roof terraces in Forth Street, the visibility of the proposed glazed balustrade and handrails (along with any furniture or structures that may be placed on the terrace) along Forth Street, and from a gap between buildings from a public position in High Street. The officer concluded that the roof terrace would be an incongruous addition to the roof of the house, out of keeping with other roofs in the

street. This assessment formed the basis for the wording of the Condition 1 which did not grant permission for the roof terrace and associated decking, balustrading and handrails. Furthermore, it was noted that it could set a precedent for the addition of rooftop terraces on flat rooftops of roofs of neighbouring buildings which cumulatively would be harmful to the character and appearance of the North Berwick Conservation Area contrary to policies DP5 and CH2 of the LDP.

The Planning Adviser then considered the grounds for review put forward by the agent for the applicant. These included the reasons for making the application; that the assessment of whether a proposal harms the architectural or historic character of a conservation area was largely subjective; there have been many contemporary changes and alterations to traditional buildings which could be viewed from a public place; and that Forth Street had an eclectic character which would imply that more contemporary forms of change might be appropriate. In addition, 4 photos of the building from various public places and 6 photos showing examples seen from Beach Road, west beach and Melbourne Terrace were submitted. In summary, the applicant contended that the detail of the proposal would have minimal impact on the house, would not be harmfully obtrusive or dominant and should not have been regarded as contrary to planning policy.

The Chair thanked the Planning Adviser for his summary.

The Planning Adviser responded to a question from the Chair. He confirmed that while the other balconies or roof terraces in the area were of similar make-up they were positioned at the side or to the rear of the properties rather than on top of the property, as proposed in this application.

The Chair asked his colleagues to confirm if they had attended a site visit and if they were satisfied that they had sufficient information before them to determine the application. They confirmed this to be the case.

The Chair then invited Members to give their opinions.

Councillor Bruce said it had been useful to see the type of terraces already present in the area and to compare these with what was proposed here. He considered that the proposed roof terrace would change the profile of the building, increasing its height and that it would be clearly visible from the street and as part of the wider panoramic view of the area. As a result he saw no reason to change the original decision and he supported the planning officer's recommendation to refuse permission for the roof terrace.

Councillor McLeod agreed with his colleague and concluded that, having viewed the other examples in the area, he would be supporting the planning officer's recommendation.

The Chair indicated that he was of a similar view. He observed that had some of the other examples of balconies and roof terraces been on the top of the buildings they would have destroyed the character of the conservation area. As a result, he would be upholding the planning officer's recommendation to refuse permission for the roof terrace.

Decision

The ELLRB agreed unanimously to dismiss the appeal and to retain Condition 1 of the planning permission for the reasons set out in the planning officer's report.

2. PLANNING APPLICATION NO. 21/00425/P: FORMATION OF DECKING AND HARDSTANDING AREAS, ERECTION OF FENCING AND PERGOLA AT THE CLIFF, 3 BAYSWELL PARK, DUNBAR, EH42 1AE

The Chair invited the Planning Adviser, who had had no involvement in the original decision, to present a summary of the planning policy considerations in this case.

The Planning Adviser outlined the background, location and detailed proposals contained in planning application no. 21/00245/P at 3 Bayswell Park, Dunbar for the formation of decking and hardstanding areas, erection of fencing and pergola. The application was registered on 30th April 2021 and determined on 25th June 2021. The property lay within the designated Dunbar Conservation Area although the property was not a listed building. The proposed works were all to the rear garden.

The decision reached on the application was a mixed decision. The proposal to erect a pergola and the formation of a timber deck in the northeast corner of the garden and the proposal for an area of hardstanding were deemed appropriate to their surroundings, would have no harmful effect on the conservation area and were granted planning permission. However, the proposed batten fence to be attached to the interior of the existing high walls enclosing the south, east and west boundaries of the rear garden was not granted permission and this formed Condition 1 of the overall approval. This Review is therefore in relation to Condition 1.

The Planning Adviser reminded Members that planning applications should be determined in accordance with the development plan for the area unless material considerations indicated otherwise. The relevant policies of the East Lothian Local Development Plan 2018 (LDP) were contained in the officer's report. These were Policy CH2 and Policy DP2. Both considered the effect of any proposed development on the area in which the property was located and in the case of policy CH2 that was the effect on the special architectural or historic character or appearance of this part of the Dunbar Conservation Area. Scottish Planning Policy was also a material consideration in respect of guidance on determining applications that affect the character and appearance of a conservation area.

The Planning Adviser summarised the planning case officer's assessment of the application which had noted that the rear garden walls of the properties on Bayswell Park were prominent and attractive features that contributed positively to the character and appearance of this part of the conservation area. It was also noted that there were no houses in the vicinity of the applicant's house that had timber fences enclosing their roadside boundaries. As a result of the protrusion above the wall of 0.46m, the fences would be readily visible in a prominent location and would be visibly different in form and character to the walls. The planning case officer considered this would be a disruption to the uniformity of the walls that would harm the character and appearance of the walls and the contribution they made to the character and appearance of the conservation area. It was also noted that a second reason for the Condition was given as that, if approved, the batten fencing would set a harmful precedent for allowing similar forms of fencing in the locality to the greater detriment of the streetscape and to the character and appearance of the conservation area.

There were no representations received to the application. The Planning Adviser then summarised the letter submitted by the applicant in support of the review. In it he drew attention to the quality timber to be used which, he said, would age and silver in time

blending in to its landscape, tying in with timber used in an existing extension to the house and at the back of the garage. He had also stated that planting could soften its appearance further and that an increase in height to the east and west boundary walls would increase privacy for those on both sides. The applicant had concluded that each case should be considered on its merits.

The Chair thanked the Planning Adviser for his summary.

The Planning Adviser replied to a question from the Chair. He confirmed that although there were structures in other gardens nearby which could be seen from the street, the planning officer was concerned about the impact of this proposed structure due to its proximity to the wall, its fixed nature and its effect on the streetscape.

The Chair asked his colleagues to confirm if they had attended a site visit and if they were satisfied that they had sufficient information before them to determine the application. They confirmed this to be the case.

The Chair then invited Members to give their opinions.

Councillor McLeod noted that there were various huts in other back gardens nearby and that there were no properties overlooking the back garden of No.3 which was adjacent to a park and a main road. He commented on the slope from the rear of the property down to the location of the proposed fencing, noting that it would still be possible to see over the wall. Councillor McLeod concluded that he found it difficult to object to the application and was therefore minded to go against the planning officer's decision and to support the application.

Councillor Bruce agreed with his colleague and referred to the various structures visible in other gardens nearby. He commented that the applicant was entitled to privacy in his back garden, and noted that the slope of the garden was significant and that the wood type to be used would blend into the landscape over time. While he accepted that the proposed fencing would have an impact, he considered this to be minor and not harmful to the wider conservation area. On this occasion, he would be going against the recommendation of the planning officer.

The Chair agreed with the other LRB members. He acknowledged that the fencing would have an impact; however, in his view, any structure in a garden would have an impact in a conservation area. He commented that the fencing would screen some of the other structures in the garden from view and would provide an improved level of privacy for the applicant. He considered the height of the fence to be acceptable and he would be going against the recommendation of the planning officer.

Decision

The ELLRB agreed unanimously to uphold the appeal and to remove Condition 1 of the planning permission.

Signed

Councillor Norman Hampshire
Chair of Local Review Body (Planning)

REPORT TO: East Lothian Council
MEETING DATE: 16 November 2021
BY: Executive Director for Council Resources
SUBJECT: Financial Update Report

3

1 PURPOSE

- 1.1 To provide an update on the in-year financial position also providing some outline thoughts on the financial outlook for the Council, and sets out the proposed budget development framework for the three-year period 2022-2025.

2 RECOMMENDATIONS

- 2.1 The Council is recommended to:
- In accordance with Appendix A:
 - Note the in-year financial performance of the Council.
 - Note the additional funding received from the Scottish Government since the Quarter 1 report.
 - Note the significance of the COVID-19 pressure and the impact of non-recurring funding provided for 2021-22.
 - In accordance with Appendix B:
 - Note the content of the report;
 - Agree that as far as is possible, advance work on budget development for 2022-25 commences;
 - Approve the budget development framework and supporting process set out in Section 1.19 of Appendix B, noting the intention to undertake a review to consider future budget development from 2023-24.

3 BACKGROUND

- 3.1 The Council received an update on the in-year financial performance and underlying challenges at its meeting in August 2021. This report provides an update on the financial position relative to approved budgets, and the potential risks and financial challenges going forward.
- 3.2 The impact of COVID-19 and the Council's response continues to have a significant impact on the Council's financial plans, to support the ongoing response and aid recovery. At the end of Period 5, the Council continues to operate in a very challenging and complex landscape with a wide range of financial uncertainties with additional cost and demand pressures, which are likely to last beyond 2021-22.
- 3.3 The report is structured with 2 separate appendices:
- Appendix A – sets out an update on the in-year financial position based on the most current ledger position at the end of Period 5. The report focuses on the key variables since the previous Council report, and provides an update on recent changes to national funding discussions.
 - Appendix B – considers the financial outlook including a range of potential financial implications facing the Council over the next few years. This part of the report also sets out the proposed budget development framework and supporting process for the three-year period 2022-25.

4 POLICY IMPLICATIONS

- 4.1 There are no direct policy implications associated with this report, although, ongoing monitoring and reporting of the Councils financial performance is a key part of the approved Financial Strategy.

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 The subject of this report has been considered and given there is no change in policy direction, there is no requirement to undertake any further impact assessment.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – as described above and in the supporting appendices
- 6.2 Personnel - none
- 6.3 Other – none

7 BACKGROUND PAPERS

- 7.1 Council – 15 December 2020 – Item 4 Financial Update, including Financial and Capital Strategy 2021-26
- 7.2 Council – 23 February 2021 – Item 3 – Budget Development including setting of Rent Levels 2021-26
- 7.3 Council – 2 March 2021 – Item 2a – Budget Proposals on General Service – Amendment Submitted by the Administration
- 7.4 Council – 24 August 2021 – Item 4 – 2021/22 Financial Review Quarter 1

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DATE	19 October 2021

Appendix A – 2021/22 Financial Review/Update

General Services Revenue Summary – Period 5

- 1.1 This section of the report sets out the financial performance of the Council at the end of August 2022 against the approved budgets.
- 1.2 At the end of August 2021, the Council is reporting a £252,000 overspend (0.5%) in the General Service revenue financial position.
- 1.3 An analysis of the financial position across service groups is set out in **Appendix 1** with further details of the key challenges, emerging risks along with a financial risk rating for each service is set out in the narrative below. Projected COVID-19 costs by service are set out in **Appendix 2**.
- 1.4 The **Education and Children’s Directorate** is reporting an overspend at the end of August 2021 of £401,000 (0.8%) an increase of £185,000 on the Quarter 1 reported position. Education is reporting an underspend of £39,000 (0.1%) and Children’s Services an overspend of £440,000 (6.2%).
- 1.5 Management continue to progress a wider strategic review of services provided to children is ongoing in order to ensure that wider services provided to children across the Council adequately support and protect children whilst minimising future spend commitments.

Children’s Services, £440,000 over (6.2%)

- The service is currently projected to overspend by around £1 million in 2021-22. This is mainly due to continuing demand for Residential, Secure and External Fostering placements. This position includes an estimated full-year impact of COVID-19 related costs of £643,000 for the service. There remains an increasing demand for services and there is a risk that this could further increase the financial gap during the remainder of the financial year. The service remains classified as High Risk.

Education Services, £39,000 under (0.1%)

- Across the wider Education services, significant additional national funding has been made available to recruit additional teachers and pupil support workers. As previously reported, the Scottish Government has also announced a number of new policy commitments relating to; Expansion of Free School Meals; Increase in school clothing grant; removal of Instrumental Music Tuition charges, and removal of Core Curriculum charges. Despite additional funding, currently not all of these commitments are fully funded, and officers are working with COSLA to highlight challenges and support national discussions relating to recurring funding of these policies.
- The policy commitment, to implement the expansion of early learning and childcare to 1140 hours remains subject to post implementation review and confirmation of funding for 2022-23 onwards. As noted in

the Quarter 1 report, in line with 2020-21, there remains significant pressures on available capital funding to deliver the infrastructure required to support this policy and, as such, this may require a flexible approach to the application of funding between revenue and capital.

- Projections at this stage estimate that the full year impact of additional COVID-19 related costs will be £2.854 million.
- 1.6 The **Council Resources Directorate** is reporting an underspend at the end of August 2021 of £222,000 (3.8%) an increase of £95,000 on the Quarter 1 reported position.
- The underspends across both **Finance, £152,000 under (7%)** and **Corporate Services, £70,000 under (1.9%)** are mainly due to vacant posts, largely arising due to staffing posts held vacant pending the finalisation of a number of service reviews. Projections at this stage estimate that the full year impact of additional COVID-19 related costs will be £200,000 across the directorate.
- 1.7 The Period 5 overspend in the **Health & Social Care Directorate** is £334,000 (1.6%) a decrease of £83,000 on the Quarter 1 reported position.
- Despite an improved position at Period 5 largely reflecting confirmed additional IJB funding to meet COVID-19 related costs, there remains significant pressures across all service areas within the Health & Social Care Directorate in supporting the on-going management and implications from COVID-19. These pressures include; increased demand for commissioned services particularly residential and care at home; sustainability payments to providers the costs of which are supported by national funding; increased staffing costs to support current staffing challenges across the sector; and loss of income from Day Care Centres.
 - Projections at this stage estimate that the full year impact of additional COVID-19 related costs will be £1.410 million; however, there remains a high risk that this will increase. The current position assumes that this will be met through national funding aligned to Local Mobilisation Plans.
 - There is no indication at this stage that these pressures will reduce in the near future and unless additional recurring funding is forthcoming then this will likely be a significant financial pressure going forward. New additional recurring funding amounting to £300 million, has recently been announced to support health and social care services over the winter period and wider improvement across the health and social care systems. The funding allocation remains subject to national discussions and the impact of this for 2021-22 and future years will remain under close monitoring and review.
 - Members are reminded that the majority of this budget is delegated to the IJB, along with a small number of other budgets within Community Housing, the Housing Revenue Account and Housing Capital. IJB

budget management is in accordance with the scheme of integration and wider overall IJB resources.

- Given the wide range of significant pressures, some elements of this service is classified as High Risk, with current projections indicating that the service collectively will not be able to operate within approved budget levels. Work is ongoing with colleagues in the IJB and NHS to manage the totality of the pressures within available resource streams.

1.8 The Period 5 overspend in the **Place Directorate** is £1.230 million (7.4%), a decrease of £28,000 on the Quarter 1 position.

- **Development, £1.258 million over (124%)** – There is no significant change from the reported Quarter 1, which largely reflects £1.35 million of grants paid to local businesses through the nationally directed business support schemes, the funding of which was received in 2020-21 and earmarked within the COVID fund. There remains a risk that planning fee income will be under anticipated levels, and work is ongoing to monitor this. Projections at this stage estimate that the full year impact of additional COVID-19 related costs will be £60,000.
- **Housing, £110,000 over (26%)** – No significant changes from Quarter 1 and it remains unlikely that the full income surplus in the Property Maintenance Trading Account will be delivered during the year due to the COVID-19 construction industry restrictions. Projections at this stage estimate that the full year impact of additional COVID-19 related costs will be £2.925 million.
- **Infrastructure, £95,000 under (0.8%)** – The main changes from previously reported Quarter 1, relate to Roads Trading, and while there is still likely to be an under recovery of chargeable works due to COVID-19, this position has improved from Quarter 1, and as such the service has now moved from High to Medium Risk. There will be a delay to the rollout of the new kerbside collection service, which will increase costs by around £80,000. There continues to remain significant staffing challenges across the Facility Management service, and this has resulted in further prioritisation of service delivery. Overall, there continues to remain a wide range of pressures to manage across wider Infrastructure services, which are being managed in part by high level of staff vacancies, and improved income projections from coastal car parking. Projections at this stage estimate that the full year impact of additional COVID-19 related costs will be £1.834 million.
- **Communities & Partnerships, £37,000 under (1.0%)** – As noted at Quarter 1, this underspend is largely due to staffing vacancies. Projections at this stage estimate that the full year impact of additional COVID-19 costs will be £2.026 million. That includes the Community Asymptomatic Testing Service, which will cost £1.427 million with national funding provided to offset the costs.

1.9 The Period 5 underspend in the **Corporate Management Budgets** is £1.491 million (1%) a decrease of £58,000 on the Quarter 1 position and

remains broadly in line with the position reported at Quarter 1 with overall Council Tax budgets remaining in line with the approved budget and use of fiscal flexibilities relating to the loans fund principal repayment holidays.

- 1.10 The Council approved budget includes the requirement to deliver £930,000 of recurring planned efficiencies. Current projections indicate an improved position, with current estimates suggesting £10,000 of savings will not be achieved (red), while a further £412,000 of savings remain classified as amber. More detail is set out in **Appendix 3**. In accordance with normal practice, management is currently considering alternative ways to deliver any planned savings with a risk of non-delivery. The Quarter 3 report will provide an update on progress.
- 1.11 Members are reminded that the current budget assumes the recurring delivery of £2 million of corporate efficiencies relating to management of staffing budgets. Current projections indicate that this saving is likely to be achieved in-year but there remains risks as to the ability to deliver this level of saving on a recurring basis.

Scottish Government Funding

- 1.12 Since the Quarter 1 update, additional funding from the Scottish Government has increased by £1.444 million from £10.426 million to £11.870 million largely due to the additional Teachers and Pupil Support Worker new Scottish Government Policy announcement. As reported at Quarter 1, £7.470 million relates to one-off funding targeted to support the COVID-19 pandemic recovery, with a further £4.400 million to support Non-COVID cost commitments including instrumental music, expansion of free school meals and additional Teachers and Pupil Support Workers. More details setting out the updated funding provided by Scottish Government in 2021-22 is set out in **Appendix 4**.
- 1.13 In addition, the 2020-21 draft out-turn position noted that £8.9 million was being carried forward to 2021-22 to deliver specific commitments directed by the Scottish Government and to support wider response and recovery interventions in relation to the COVID-19 pandemic. As previously reported, a wide range of earmarked commitments has already been set out against this fund, aligned to national funding directions, but the balance of this fund will be used flexibly to support targeted interventions and aid recovery. Many of the interventions may fall beyond this financial year, and therefore a cautious approach to managing fund commitments will be required. Specific application and Fund draw down will remain subject to the finalisation of the Council's overall financial position during the year, and remain aligned to the Council's reserve strategy.
- 1.14 Previous Council Reports have highlighted a wider package of permissible fiscal flexibilities for Scottish Councils to support the mitigation of COVID-19 pressures. Whilst some of the permissible flexibilities relating to loans fund principal repayment holiday is reflected within the current approved budget, some of these specific elements originally announced relating to service concessions are still subject to clarity through national discussions led by COSLA and Directors of Finance, and it remains unclear whether

these will be available to Councils to deploy. Given the very significant risks and uncertainties facing the Council with many of these pressures still unquantified, these wider ‘flexibilities’ may provide a potentially vital alternative means of absorbing the unfunded burden of COVID-19 response and supporting future recovery activity.

- 1.15 Members should also be aware that alongside these national discussions, the Scottish Government have asked Local Authorities to undertake a review of ‘capital accounting’, and to bring forward proposals to reduce reliance on statutory mitigation. These are complex accounting requirements, but removal of which will place a very significant impact on how we account for capital and wider affordability for future capital investment plans. This review is being progressed nationally by Directors of Finance, the outcome of which will be reported through COSLA Leaders.
- 1.16 The overall expected cost pressure from COVID-19 in 2021-22 is expected to be around £12 million and at this stage it is not certain that significant levels of these costs will not be recurring and this will need to be considered as part of the 2022-23 budget development work.

2020-21 Accounts

- 1.17 The draft 2020-21 accounts remains subject to audit, with the expectation that the final accounts will be reported to Audit & Governance Committee at the end of November. Given this, members are reminded that the previously reported figures remain in draft until the audit is finalised.
- 1.18 Recent discussions have indicated that there will be changes to the draft accounts, and these are currently being progressed by the Finance team. More detail setting out these changes will be provided to Group Leaders and elected members in advance of November Audit & Governance committee.

General Services Revenue Conclusion

- 1.19 As noted in the Quarter 1 report, the council continues to operate in an extremely challenging and complex financial environment.
- 1.20 The Council continues to face significant additional costs arising from COVID interventions and support, with current projections estimating this to be around £12 million for this year. To date, these costs have largely been mitigated by additional, one-off, national funding, but the recurring implications balanced against non-recurring funding streams remain a significant risk in future financial planning. Further work is ongoing with COSLA to identify the recurring impact and this will inform further national discussions.
- 1.21 Whilst current projections indicate that the Council can manage the 2021-22 General Services revenue commitments within wider available resources, the financial environment remains complex with a wide range of uncertainties and variables and as such will require very careful monitoring and management of spend commitments.

- 1.22 Within this context, the Finance Service will continue to work closely with service colleagues to best manage expenditure commitments in 2021-22 and consider the future implications going forward.

General Services Capital Summary – Period 5

- 1.23 **Appendix 5** sets out the 2021-22 re-profiled budgeted expenditure to the end of August 2021, with reported spend of £16.840 million relative to the revised gross expenditure budget of £97.735 million. As previously reported, the approved budget has been updated with carry-forward figures from 2020-21, and currently remains within the approved capital financial limits over the 5-year period. The ability to maintain this limit remains subject to on-going review given market uncertainties relating to project cost increase, or any changes to income projections.

- 1.24 Latest projections indicate expenditure of around £88 million by the end of the financial year. As stated in the Quarter 1 report, this forecast reflects a range of assumptions that are subject to change and may therefore have an impact on the actual position achieved at the end of the financial year. Given the significance and importance of the capital programme, this will continue to be closely monitored to ensure that projects are delivered effectively and as planned. A summary of the key changes since our last report along with some additional risks are set out below:

- There remains risks around the ability to deliver the full expenditure projections on Roads budget, largely due to; the on-going implications from COVID; wider risks relating to staffing which may impact on project delivery, and of course the severity of winter weather.
- Wider supply chain problems continue to be a challenge collectively across much of the capital programme, with particular challenges in programme areas such as IT, Fleet and some wider construction materials, leading to a global shortage, long lead in times and increased prices.
- There have been delays in cemetery land acquisitions due to SEPA assessments and this may mean that the purchase will not be finalised during 2021-22.
- A new nature restoration project has been added to the plan, fully funded by the Scottish Government. This funding is for encouraging and instigating grassland restoration.
- Additional funding has also been received from the Scottish Government for play equipment. As this grant has to be used in the current year, the Council funded budget has been re-profiled into future years, as there is no capacity to deliver more than the Scottish Government funded element during 2021-22.
- A number of primary school extension projects have indicated a requirement to reprofile budget to future financial years to reflect

the latest estimated design, procurement and construction timescales.

- As highlighted earlier in the report, there continues to remain challenges to ensure that the capital cost of delivering the expansion of early learning and childcare to 1140 hours is delivered within available capital funding, with some planned projects likely to be over available budgets. As such, this may require a flexible approach to the application of funding between revenue and capital aligned to national funding commitments.

- 1.25 Despite low levels of current spend, many of the projects commitments are progressing, with current projections indicating a significant proportion of planned budget will be achieved during 2021-22.
- 1.26 Despite this, external market conditions remain very challenging, with wider supply and cost pressures, as well as implications from on-going management of COVID and wider external risks. This wider external focus is placing significant additional financial challenges on the current approved capital programme and borrowing levels. Whilst current indications suggest the wider market conditions will stabilise in due course, the financial impact and risk on future capital projects will remain a key area of focus.
- 1.27 There continues to remain ongoing risks around the timing and realisation of planned developer contributions that could put additional strain on borrowing requirements, and this position remains closely monitored.

Housing Revenue Account Summary – Period 5

- 1.28 At the end of August 2021 the Housing Revenue Account is reporting an underspend against current budget of £118,000. The position includes the recharge of fixed costs for HRA and HRA Capital from the Property Maintenance Trading Account in line with Scottish Government guidance. Further information is set out in **Appendix 6**.
- 1.29 There remains some pressures upon void properties due to the on-going implications from COVID, and as previously reported rent income remains slightly under budget and enhanced debt recovery work is ongoing to support tenants who are experiencing difficulty in paying rent.
- 1.30 In line with the existing financial strategy, the council will maximise any flexibility arising from revenue balances during 2021-22 to minimise the future impact of debt charges.
- 1.31 Details of the Housing Revenue Account capital budgets and expenditure incurred to date is set out in **Appendix 7** of this report. The total capital budget approved for HRA was £29.676 million. As at end of August 2021, actual spend was £7.497 million. Current forecasts indicate spend may start to recover on both the Council House building and Modernisation programmes, however it will be challenging to achieve the full budget spend.

Appendix 1
 East Lothian Council
 Budget Monitoring 2021/22 - Period 5

Service	Head of Service	Business Unit	2021/22 Budget	Year to Date			2021/22 Variance to Date	Financial Risk Assessment
				2021/22 Actual to Date	2021/22 Budget to Date	2021/22 Budget Variance to Date		
				£'000	£'000	£'000		
Education & Children's	Children's	Performance & Service Delivery	1,106	385	411	-26	-6.2%	
Education & Children's	Children's	Management	4,620	2,186	1,627	559	34.4%	
Education & Children's	Children's	Assessment HUB and Early Interventions	1,957	916	925	-9	-1.0%	
Education & Children's	Children's	Long Term Social Work Supervisory Groups	3,326	1,369	1,394	-25	-1.8%	
Education & Children's	Children's	TAC, Disability & Resources	5,691	2,403	2,463	-60	-2.4%	
Education & Children's	Children's	Disability Short Breaks	689	330	330	0	0.0%	
EDUCATION & CHILDREN'S	CHILDREN'S TOTAL		17,389	7,589	7,149	440	6.2%	
Education & Children's	Education	Additional Support for Learning	10,635	6,736	6,730	6	0.1%	
Education & Children's	Education	Pre-school Education & Childcare	17,833	8,051	8,518	-467	-5.5%	
Education & Children's	Education	Schools - Primary	46,020	12,642	12,741	-99	-0.8%	
Education & Children's	Education	Schools - Secondary	46,279	14,640	14,334	306	2.1%	
Education & Children's	Education	Schools - Support Services	6,106	2,198	1,903	295	15.5%	
Education & Children's	Education	East Lothian Works	1,327	-233	-153	-80	52.3%	
EDUCATION & CHILDREN'S	EDUCATION TOTAL		128,200	44,034	44,073	-39	-0.1%	
EDUCATION & CHILDREN'S TOTAL			145,589	51,623	51,222	401	0.8%	
Council Resources	Finance	Financial Services	1,607	970	1,006	-36	-3.6%	
Council Resources	Finance	Revenues & Benefits	3,312	918	1,033	-115	-11.1%	
Council Resources	Finance	Procurement	259	124	125	-1	-0.8%	
COUNCIL RESOURCES	FINANCE TOTAL		5,178	2,012	2,164	-152	-7.0%	
Council Resources	Corporate	IT Services	2,544	972	963	9	0.9%	
Council Resources	Corporate	Legal	338	188	204	-16	-7.8%	
Council Resources	Corporate	People & Governance	5,054	2,222	2,271	-49	-2.2%	
Council Resources	Corporate	Communications	436	178	192	-14	-7.3%	
COUNCIL RESOURCES	CORPORATE TOTAL		8,372	3,560	3,630	-70	-1.9%	
COUNCIL RESOURCES TOTAL			13,550	5,572	5,794	-222	-3.8%	
Health & Social Care Partnership	Head of Operations	Adult SW	35,371	13,340	12,164	1,176	9.7%	
Health & Social Care Partnership	Head of Operations	Acute & Ongoing Care	7,931	3,016	3,077	-61	-2.0%	
Health & Social Care Partnership	Head of Operations	Rehabilitation	1,528	724	776	-52	-6.7%	
Health & Social Care Partnership	Head of Operations	Adult Statutory Services	2,521	1,327	1,396	-69	-4.9%	
Health & Social Care Partnership	Head of Operations	Statutory Services	1,529	602	603	-1	-0.2%	
Health & Social Care Partnership	Head of Operations	Head of Operations	3,873	1,293	1,741	-448	-25.7%	
Health & Social Care Partnership	Head of Operations	Business & Performance IJB	2,984	729	989	-260	-26.3%	
HEALTH & SOCIAL CARE PARTNERSHIP	IJB TOTAL		55,737	21,031	20,746	285	1.4%	
Health & Social Care Partnership	Head of Operations	Business & Performance Non-IJB	540	319	270	49	18.1%	
HEALTH & SOCIAL CARE PARTNERSHIP	Non-IJB TOTAL		540	319	270	49	18.1%	
HEALTH & SOCIAL CARE PARTNERSHIP TOTAL			56,277	21,350	21,016	334	1.6%	
Place	Development	Planning	1,164	451	503	-52	-10.3%	
Place	Development	Economic Development	1,531	1,821	511	1,310	256.4%	
PLACE	DEVELOPMENT TOTAL		2,695	2,272	1,014	1,258	124.1%	
Place	Housing	Housing & Strategic Regeneration	247	105	245	-140	-57.1%	
Place	Housing	Property Maintenance Trading Account	-863	-259	-366	107	-29.2%	
Place	Housing	Community Housing	2,359	687	544	143	26.3%	
PLACE	HOUSING TOTAL		1,743	533	423	110	26.0%	
Place	Infrastructure	Facility Support Services	3,759	872	943	-71	-7.5%	
Place	Infrastructure	Facility Trading Activity	-276	-1,831	-1,787	-44	2.5%	
Place	Infrastructure	Asset Planning & Engineering - Paul ianetta	3,308	1,491	1,514	-23	-1.5%	
Place	Infrastructure	Asset Planning & Engineering - Eddie Reid	-516	250	254	-4	-1.6%	
Place	Infrastructure	Landscape & Countryside Management	5,462	2,728	2,903	-175	-6.0%	
Place	Infrastructure	Roads Network	4,797	1,504	1,524	-20	-1.3%	
Place	Infrastructure	Roads Trading Activity	-562	-441	-652	211	-32.4%	
Place	Infrastructure	Transportation	1,227	811	751	60	8.0%	
Place	Infrastructure	Waste Services	9,356	3,079	3,049	30	1.0%	
Place	Infrastructure	Active Business Unit	3,630	1,156	1,215	-59	-4.9%	
PLACE	INFRASTRUCTURE TOTAL		30,185	9,619	9,714	-95	-1.0%	
Place	Communities & Partnerships	Corporate Policy & Improvement	822	284	312	-28	-9.0%	
Place	Communities & Partnerships	Connected Communities	6,292	2,811	2,721	90	3.3%	
Place	Communities & Partnerships	Protective Services	1,876	533	544	-11	-2.0%	
Place	Communities & Partnerships	Customer Services Group	3,726	1,796	1,890	-94	-5.0%	
PLACE	COMMUNITIES & PARTNERSHIPS TOTAL		12,716	5,424	5,467	-43	-0.8%	
PLACE TOTAL			47,339	17,848	16,618	1,230	7.4%	
SERVICE TOTAL			262,755	96,393	94,650	1,743	1.8%	
CORPORATE MANAGEMENT TOTAL			-262,755	-148,128	-146,637	-1,491	-1.0%	
TOTAL			0	-51,735	-51,987	252	0.5%	

Appendix 2
 East Lothian Council
 Budget Monitoring 2021/22 - COVID-19 Cost Breakdown

Directorate	Head of Service	COVID Forecast Costs P5 £'000
EDUCATION & CHILDREN'S	CHILDREN'S TOTAL	643
EDUCATION & CHILDREN'S	EDUCATION TOTAL	2,854
EDUCATION & CHILDREN'S TOTAL		3,497
COUNCIL RESOURCES	FINANCE TOTAL	100
COUNCIL RESOURCES	CORPORATE TOTAL	100
COUNCIL RESOURCES TOTAL		200
HEALTH & SOCIAL CARE PARTNERSHIP	IJB TOTAL	1,410
HEALTH & SOCIAL CARE PARTNERSHIP	Non-IJB TOTAL	0
HEALTH & SOCIAL CARE PARTNERSHIP TOTAL		1,410
PLACE	DEVELOPMENT TOTAL	60
PLACE	HOUSING TOTAL	2,925
PLACE	INFRASTRUCTURE TOTAL	1,834
PLACE	COMMUNITIES & PARTNERSHIPS TOTAL	2,026
PLACE TOTAL		6,845
SERVICE TOTAL		11,952
CORPORATE MANAGEMENT TOTAL		150
TOTAL		12,102

Appendix 3

East Lothian Council

2021/22 Budget Efficiencies - Period 5

Service	2020/21			
	Achieved	Amber	High	
	£'000	£'000	£'000	
Education	28	0	0	
Finance	28	0	0	
Corporate Services	0	0	10	
H&SCP	0	250	0	
Housing	8	0	0	
Communities	40	3	0	
Infrastructure	407	159	0	
Total	511	412	10	933
	54.77%	44.16%	1.07%	

Savings Currently High - Red

Service	Proposal	Value	Comments
People & Governance	Uplift on existing income	10	Not anticipated to be achievable at this stage due to COVID 19
Total		10	

Appendix 4

East Lothian Council

Budget Monitoring 2021/22 - Additional Funding from the Scottish Government

	£million
2020/21 GRG (per Budget Amendment)	181.210
Additional Funding - GRG	
COVID	
Non Recurring COVID Funding	5.018
Recovery of Overpayment of GRG in 2020/21 for FSM Dec/Jan £6.950m recovery	-0.098
Education Recovery Funding - £60m Distribution	1.169
Family Pandemic Payments	0.314
Family Pandemic Payments - Fixed Admin Contribution	0.011
Low Income Pandemic Payments	0.923
Low Income Pandemic Payments - Fixed Admin Contribution	0.055
Extension to Outbound Calling / Local Self isolation Services (£2.275m)	0.039
Extension of Local Self-Isolation Assistance Service (£2.275m)	0.039
TOTAL COVID	7.470
OTHER	
Expansion of Universal Free School Meals and Free School meal Holiday Support - Phase 1	0.294
Free School Meal Holiday Support - £21.75m distribution	
Expansion of Universal Free School Meals and Free School meal Holiday Support - Phase 2 and 3 Primary 4 & 5 - £28m distribution	0.654
Summer of Play: Activities for Children and Young People	0.277
Increase in School Clothing Grants (£5.8m)	0.218
Instrumental Music Funding (£6m 21/22, £3m 22/23)	0.071
Additional GRG £40m distribution	0.775
Real Living Wage Uplift £30.5m distribution	0.582
Removal of core curriculum charges (£7m 21/22, £3m 22/23)	0.085
Additional 1000 Teachers and 500 Pupil Support Workers (100 Day Commitment £50m)	1.042
Scottish Child Payment Bridging Payments - Grant	0.346
Scottish Child Payment Bridging Payments - Admin	0.005
Business Support Administration Grant	0.051
TOTAL OTHER	4.400
Total Additional Funding	11.870
Revised GRG	193.080
COVID GRANTS	
Taxi and Private Hire Vehicle Driver and Operator Support Fund 2021/22	0.373
Total COVID Grants	0.373

Appendix 5
East Lothian Council
General Services Capital Budget Monitoring Summary 2020-21
as at 31 August 2021

	RAG	Annual (In-Year)				
		Approved Budget 2021/22	Updated Budget 2021/22	Actual 2021/22	Projected Outturn 2021/22	Projected Outturn 2021/22 - Funding
Expenditure		£'000	£'000	£'000	£'000	£'000
Community Projects						
Community Intervention	A	500	500	31	318	-
Bleachingfield Centre Remodelling Works	G	90	90	-	-	-
Dunbar Conservation Area Regeneration Scheme (CARS)	G	90	90	-	90	-
Support for Business	A	1,481	1,508	9	795	-
CCTV	G	230	230	-	230	-
Town Centre Regeneration	G	1,297	1,458	131	1,478	(1,458)
Total Community Projects		3,687	3,876	171	2,911	(1,458)
Town Centre Regeneration Grant		(1,297)	(1,458)	-	(1,458)	
Other Funding Sources		(90)	(90)	-	-	
Total Income: Community Projects		(1,387)	(1,548)	-	(1,458)	
ICT						
IT Programme (including Education)	G	2,800	2,800	1,195	3,145	(345)
Replacement - CRM Project (Customer Services)	G	-	47	2	47	-
Total ICT		2,800	2,847	1,197	3,192	(345)
Other Funding Sources		-	-	-	(345)	
Total Income: ICT		-	-	-	(345)	
Fleet						
Amenties - Machinery & Equipment - replacement	G	213	213	283	211	-
Vehicles	A	2,325	3,028	1,229	2,658	-
Waste Collection Vehicles	A	3,000	3,000	-	3,000	(3,000)

East Lothian Council

General Services Capital Budget Monitoring Summary 2020-21

as at 31 August 2021

	RAG	Annual (In-Year)				
		Approved Budget 2021/22	Updated Budget 2021/22	Actual 2021/22	Projected Outturn 2021/22	Projected Outturn 2021/22 - Funding
Expenditure		£'000	£'000	£'000	£'000	£'000
Total Fleet		5,538	6,241	1,512	5,869	(3,000)
Other Funding Sources	A	(3,000)	(3,000)		(3,000)	
Total Income: Fleet		(3,000)	(3,000)	-	(3,000)	
Open Space						
Cemeteries (Burial Grounds)	A	912	939	3	534	-
Coastal / Flood Protection schemes - Haddington	A	250	325	-	200	-
Coastal / Flood Protection schemes - Musselburgh	G	844	1,031	93	1,031	-
Coastal Car Park Toilets	G	246	394	109	394	(148)
Core Path Plan	G	50	80	-	80	-
Mains Farm Town Park & Pavilion	G	100	70	87	100	(100)
Nature Restoration	G			-	109	(109)
Replacement Play Equipment	G	100	100	-	108	(108)
Ormiston Pump Track	G	-	-	90	90	(90)
Sports and Recreation LDP	G	1,227	1,235	-	201	(151)
Waste - New Bins	G	250	250	142	205	-
Waste - Machinery & Equipment - replacement	G	40	40	2	85	-
Total Open Space		4,020	4,464	526	3,138	(706)
Developer Contribution		(1,277)	(1,254)		(251)	
Other Funding Sources		(148)	(148)		(455)	
Total Income: Open Space		(1,425)	(1,402)	-	(706)	
Roads, Lighting and related assets						
Cycling Walking Safer Streets	A	469	544	176	544	(544)
East Linton Rail Stop / Infrastructure	G	1,520	1,520	-	1,520	-

East Lothian Council

General Services Capital Budget Monitoring Summary 2020-21

as at 31 August 2021

	RAG	Annual (In-Year)				
		Approved Budget 2021/22	Updated Budget 2021/22	Actual 2021/22	Projected Outturn 2021/22	Projected Outturn 2021/22 - Funding
Expenditure		£'000	£'000	£'000	£'000	£'000
Parking Improvements	G	230	230	8	230	-
Roads	G	6,854	6,929	1,579	6,929	-
Roads - externally funded projects	G	4,077	4,077	109	2,528	(2,528)
Total Roads, Lighting and related assets		13,150	13,300	1,872	11,751	(3,072)
Developer Contribution		(377)	(377)		(404)	
Other Funding Sources		(4,169)	(4,244)		(2,668)	
Total Income: Roads, Lighting and related assets		(4,546)	(4,621)	-	(3,072)	
Property - Education						
Aberlady Primary - extension	A	932	953	11	750	(750)
Blindwells Primary - new school	A	-	-	-	200	(200)
Cockenzie Primary - Internal Remodelling	G	31	31	-	31	(31)
Craighall Primary - New School (Phase 1)	A	-	-	-	200	(200)
Dunbar Primary - John Muir Campus - Early Learning and 1140	G	99	101	1	101	(101)
East Linton Primary - extension including Early Learning and 1140	G	200	200	-	-	-
Gullane Primary - extension including Early Learning and 1140	G	2,022	2,274	1,573	2,274	(174)
Haddington School (Infants & St. Mary)	G	25	25	(0)	25	(25)
Kingsmeadow Primary	G	25	25	-	25	(25)
Law Primary - extension including Early Learning and 1140	A	3,232	3,202	66	1,800	(1,800)
Letham Primary - New School	G	161	374	57	200	(42)
Musselburgh Grammar - upgrades	G	888	903	14	903	-
North Berwick High School - Extension	G	5,306	5,788	522	6,168	(5,978)
Ormiston Primary - extension	G	1,434	1,732	307	1,732	(1,103)
Pinkie St Peter's Primary - extension including Early Learning and 1140	A	3,312	3,469	9	250	(250)
Ross High School - extension	G	9,139	9,629	3,010	9,629	(1,356)
School Estate - Curriculum Upgrades	G	330	345	22	345	-

East Lothian Council

General Services Capital Budget Monitoring Summary 2020-21

as at 31 August 2021

	RAG	Annual (In-Year)				
		Approved Budget 2021/22	Updated Budget 2021/22	Actual 2021/22	Projected Outturn 2021/22	Projected Outturn 2021/22 - Funding
Expenditure		£'000	£'000	£'000	£'000	£'000
School Kitchens - 1140 Upgrades	G	319	317	327	375	(317)
St Gabriel's Primary - extension including Early Learning and 1140	A	940	1,178	286	500	(500)
Wallyford Primary - New School	G	-	-	1	65	-
Wallyford Learning Campus	G	11,310	11,700	3,543	16,500	(805)
West Barns Primary - extension including Early Learning and 1140	A	1,997	2,149	44	200	(200)
Whitecraig Primary - new school including Early Learning and 1140	G	297	307	-	307	(262)
Windygoul Primary - Early learning and 1140 extension	A	900	929	14	529	(529)
Unallocated 1140 Hours	A	1,000	1,000	-	1,000	-
Total Property - Education		43,899	46,631	9,806	44,109	(14,649)
Developer Contribution		(10,447)	(11,605)		(10,912)	
1140 Grant Income		(8,233)	(8,907)		(3,892)	
Other Funding Sources					(5)	
Total Income: Property - Education		(18,680)	(20,513)	-	(14,809)	
Property - Other						
Accelerating Growth		8,275	8,542	204	8,458	
- Cockenzie	A	-	-	160	734	(734)
- Blindwells New Town	G	354	364	24	295	(125)
- Innovation Park incl. Innovation Hub	A	921	1,178	20	430	(358)
- A1/QMU Junction	G	7,000	7,000	-	7,000	(1,642)
Brunton Hall - Improved Community Access	G	100	100	-	100	-
Court Accommodation - incl. SPOC	A	1,686	1,776	2	300	-
Haddington Town House - Refurbishment and Rewire	G	574	597	47	597	-
Meadowmill - New Depot	G	-	476	303	476	-
New ways of working Programme	A	773	1,523	-	8	-
Port Seton - Community Centre Extension	G	-	15	-	15	-

East Lothian Council

General Services Capital Budget Monitoring Summary 2020-21

as at 31 August 2021

	RAG	Annual (In-Year)				
		Approved Budget 2021/22	Updated Budget 2021/22	Actual 2021/22	Projected Outturn 2021/22	Projected Outturn 2021/22 - Funding
Expenditure		£'000	£'000	£'000	£'000	£'000
Prestongrange Museum	G	934	971	29	655	(642)
Property Renewals	G	3,000	3,000	1,286	3,083	(83)
Replacement Of Movable Pool Floors To Sports Centres	G	-	36	(116)	36	-
Replacement Childrens House	A	1,549	1,549	-	1,549	-
Sports Centres	G	200	360	-	360	-
Water meter size reduction	A	-	14	-	-	-
Whitecraig Community Centre	G	-	96	0	50	-
Total Property - Other		17,090	19,054	1,756	15,686	(3,584)
Developer Contribution		-	-	-	-	-
Other Funding Sources		(3,565)	(3,685)	-	(3,584)	-
Total Income: Property - Other		(3,565)	(3,685)	-	(3,584)	-
Total Property Spend - Education and Other		60,989	65,685	11,562	59,795	(18,233)
Total Income: Property - Education and Other		(22,245)	(24,198)	-	(18,393)	-
Capital Plan Fees		1,322	1,322	-	1,800	-
Total Gross Expenditure		91,506	97,735	16,840	88,455	(26,814)
Income						
Developer Contribution		(12,102)	(13,237)	-	(11,567)	-
1140 Grant Income		(8,233)	(8,907)	-	(3,892)	-
1140 CFCR from Revenue		-	-	-	-	-
Town Centre Regeneration Grant		(1,297)	(1,458)	-	(1,458)	-
Other Funding Sources		(10,972)	(11,166)	-	(10,056)	-
Scottish Government General Capital Grant		(7,983)	(7,983)	-	(7,983)	-
Total Income		(40,586)	(42,752)	-	(34,957)	-

East Lothian Council

General Services Capital Budget Monitoring Summary 2020-21

as at 31 August 2021

	RAG	Annual (In-Year)				
		Approved Budget 2021/22	Updated Budget 2021/22	Actual 2021/22	Projected Outturn 2021/22	Projected Outturn 2021/22 - Funding
		£'000	£'000	£'000	£'000	£'000
Expenditure						
<hr/>						
Borrowing Requirement		50,920	54,983		53,498	

RAG

RED (trouble) - Project is at risk to miss a scheduled completion date, may be over budget or out of scope. Immediate action required

AMBER (danger) - Project may be at risk if issues are not addressed. Attention required

GREEN (all good) - Project is on track to meet scheduled parameters

Funding

The Projected Outturn - Funding column shows the total external funding per budget line excluding General Capital Grant.

The difference between the Total Income projection (excluding General Capital Grant) of £26,974 and the Funding column total of £26,814 is Developer Contributions receivable for projects completed in a prior financial year.

Appendix 6
 East Lothian Council
 Budget Monitoring HRA 202/22 - Period 5

	2021/22 Budget £'000	2021/22 Actual to Date £'000	2021/22 Budget to Date £'000	2021/22 Budget Variance to Date £'000
Total Income	-34,641	-14,202	-14,260	58
Total Expenditure	32,402	6,195	6,371	-176
(Surplus) / Deficit for Year	-2,239	-8,007	-7,889	-118

	2021/22 Budget £'000
Management of Balances	
Opening (Surplus) / Deficit	-1,705
CFCR	2,500
(Surplus) / Deficit for Year	-2,239
Closing (Surplus) / Deficit	-1,444

Appendix 7
East Lothian Council
Budget Monitoring HRA Capital 2021/22 - Period 5

	2021/22 Budget	2021/22 Actual to Date	2021/22 Budget to Date	2021/22 Budget Variance to Date
	£'000	£'000	£'000	£'000
Modernisation	15,888	3,291	6,620	-3,329
New Council Housing	12,031	4,206	5,644	-1,438
Fees	1,477	0	0	0
Mortgage to Rent	280	0	0	0
TOTAL	29,676	7,497	12,264	-4,767

Funded By:

	2021/22 Budget	2021/22 Actual to Date	2021/22 Budget to Date	2021/22 Budget Variance to Date
	£'000	£'000	£'000	£'000
Grants	-4,500	-2,675	-1,875	-800
Grants MTR	-196	0	0	0
CFCR	-2,500	-2,500	-2,500	0
Borrowing	-22,480	0	0	0
TOTAL	-29,676	-5,175	-4,375	-800

- 1.6 The approved financial plans include a range of forward assumptions which are subject to review each year, taking account of updated information and circumstances. As highlighted in the previous section of this report, the current implications arising from COVID-19 and wider demand pressures are likely to have recurring implications for the Council to consider in future years, and therefore may impact on the deliverability of current plans and assumptions.
- 1.7 The key variables which will have the most significant potential implications for future budgets are set out below.

- **Revenue Support Grant (RSG)**

- The Revenue Support Grant (RSG) is funding provided from the Scottish Government that currently makes up about 2/3rds of the Council's overall funding. Given the significance, any change to the RSG can have a significant impact upon the funding available for future financial plans and ultimately services that the Council can provide.
- The current funding settlement has been provided for 2021-22 only, and as such the future year's budget assumptions remain subject to change. The existing approved budget assumed a 'flat cash' position (i.e. that there would be no increase or decrease across the 3 year planning period). Wider national planning suggests that this may be at best optimistic, and therefore remains a significant risk to future financial plans. For illustration, a 1% change in RSG is approximately £1.8 million.
- Much of the funding available to the Scottish Government is dependent on the UK Government funding. The UK Government will announce the Spending Review for 2021 and an Autumn Budget on 27 October 2021. The Spending Review is expected to cover spending plans until 2024-25. The Scottish Government will make its own Budget Statement on 9 December 2021 and it is expected that this will be a one-year budget. The date of publishing the Local Government Settlement is expected to be around 20 December.
- The financial strain imposed upon the public purse by COVID-19 has been considerable and it is still unclear what the future implications will be on public spending. The UK Chancellor has indicated his focus will be placed on 'keeping the public finances on a sustainable path', with indications departmental budgets have been asked to consider savings and efficiency plans by at least 5% of day to day budgets. This could mean further restraints being imposed on public funding allocations both in 2022-23 and the years ahead.
- Current funding provided to local government to support COVID-19 implications has mostly been funded on a one-off, non-recurring basis, despite many of the financial pressures faced by

the Council having longer term effects. As highlighted in the previous section of this report, current COVID-19 pressures within 2021-22 are currently estimated to be in around £12m, many of which will have a recurring impact. Should equivalent additional funding not be forthcoming in future years, the impact of this will be very significant for the Council.

- **Other Scottish Government Funding including Specific Grants**

- The Council also receives Scottish Government funding for a growing number of specific and new policy objectives including: Social Care Fund, Pupil Equity Fund (PEF), Criminal Justice Funding (CJSW) as well as significant additional funding provided to support the delivery of Early Learning and Childcare expansion.
- The current planned delivery of 1140 hours is now progressing after a period of abatement in 2020-21 due to the pandemic. Funding has only been confirmed until 2021-22 with future funding subject to review by the Scottish Government. The current budget has assumed future funding to be recurring at 2021-22 levels pending further announcements. Given the scale of funding levels at just under £12.6 million for the Council, any change to funding levels may impact on how the service is delivered going forward.
- In recent years, there has been an increasing level of new national policy commitments funded directly by grant allocations which can only be used for these specific purposes. The earmarking of these new resources to support national priorities, can reduce the scope for flexibility in how the Council delivers services in a way which best overall meets local priority outcomes.

- **Council Tax Income / Yield**

- The Council Tax income within the 3-year approved budget includes: increased yield from additional properties anticipated to be built over the next 3 years at 1,100 per annum, plus an annual Council Tax freeze in 2021/22 and an assumed 5% increase in the following 2 years. The Council determines annually the level of Council Tax which is levied as part of the budget process.
- Council Tax currently equates to around a quarter of the overall funding provided to the Council. Current projected increases in Council Tax yield is driven by forecasts relating to planned and completed housebuilding within the Council area and anticipated collection rates, much of which can be variable and dependent upon economic conditions that are now much more unpredictable than they have been for some time.

- The ongoing COVID-19 implications have impacted on the overall number of house completions being lower than anticipated, and this may have ongoing implications on future projections. Alongside this, we are seeing an ongoing impact on Council Tax arrears which if trends continue, will place ongoing pressure on the Council's revenue streams.
- Members are reminded that the additional income received from new household Council Tax alone, does not support the additional cost to the Council in providing our full range of council services to support an increasing population.

- **Use of Reserves**

- The current 3-year budget, requires to draw down general reserves of up to £250,000 in 2021-22 with a further £2.845 million planned for 2022-23. During the 3-year budget period, there is a planned draw down from a number of the specific earmarked reserves such as DSM balances, the COVID-19 Fund and the Cost Reduction Fund, reducing the overall usable reserves balance available.
- As highlighted in the 2020-21 year-end financial review, the draft 2020-21 accounts show a total General Fund Reserves balance (including the Council's Insurance Fund) at £33.080 million. Included within this balance is the establishment of an £8.9 million COVID-19 Fund to support wider interventions aligned with on-going response and recovery. A large proportion of the reserves are committed to support a range of future specified requirements as determined within the approved Reserves Strategy and current approved budgets.
- The approved overall Financial Strategy includes a requirement to maintain a minimum level of uncommitted reserves to mitigate the financial impact of any unforeseen circumstances (currently reflected as 2% of the Council's annual running costs). Whilst the target is currently being met, the level of uncommitted reserves remains low relative to the risks and underlying financial challenges facing the Council.
- The strategy also states that should uncommitted reserves fall below this level, a strategy must be put in place over the 3-year period to bring the reserves back within the target.
- Overall the Council's reserve balance remains low, with little or no flexibility. It remains vital that the Council reduces ongoing reliance on reserves particularly to support recurring pressures and commitments and develops a wider financial strategy that will help deliver stability within its cost base, yet still retains a degree of flexibility to address both future planned and unforeseen commitments.

- The application of HRA reserve balances is used flexibly aligned to the Council's financial strategy, to minimise the impact of future borrowing. Any change to reserve balances, will impact on the flexibility applied against planned borrowing.
- **National 'Fiscal Flexibilities'**
 - The current approved budget includes the application of a loans fund principal repayment holiday, amounting to around £7.2 million, which was permissible as part of the package of national flexibilities for implementation in 2020-21 or 2021-22.
 - As referenced within the previous section of the report, whilst national discussions remain ongoing, these flexibilities were to provide a potentially vital alternative means of absorbing the unfunded burden of COVID-19 response and supporting future recovery activity support and as such are not savings which can be relied upon to balance future budgets.
- **Internal Loans Fund Review**
 - The current budget assumes the continued application of 'internal loans fund flexibility' to maintain the level of loans fund advances and charges to the General Fund.
 - This remains aligned to the wider strategy to enable a smoothing of future loans fund advances, but this is not a recurring solution. The ability to manage the impact of future debt charges liabilities will remain dependent on the ability to ensure future capital investment plans remain affordable and sustainable.
- **Pay / Pensions**
 - The current budget assumes a 2% per annum pay uplift across the three-year period. National negotiations on the current year pay settlement remains ongoing but is likely to be in excess of current budget levels. Each additional 1% increase in pay costs the Council around £1.6 million. Should this level materialise, no provision has been made within current budget levels to accommodate this increase.
 - In recent years, no provision to accommodate a pay uplift across the local government workforce has been made within the allocated Local Government Finance Settlement, with pay uplifts to be identified within existing funding levels.
 - In addition, the UK Government has indicated the implementation of a 1.25% Care Tax from 2022-23. It is currently not expected that this will be introduced in Scotland, but there may be further national implications arising from the UK funding settlement. More details is likely to be known at the autumn budget statement.

- Relating to pensions, the Council continues to have in place a stability mechanism agreed with Lothian Pension Fund which provides a degree of certainty around any changes to employer's pension contribution rates. The currently stability mechanism is in place until March 2024, with contributions frozen to this point.
- The employer contribution rate relating to Teachers' Pension Scheme increased from 17.2% to 22.4% from September 2019. This change in rate will apply until March 2023 and thereafter the rate will be dependent on future actuarial valuations. The current budget assumes no further increase from this date.

- **Non-pay Inflation**

- Currently no general inflationary adjustments have been made to individual service budgets. Where inflationary uplifts are linked to contractual requirements such as PPP, alongside some property related inflationary pressures such as energy, these have been reflected within approved budget plans.
- UK interest rates have risen sharply over the past year, with CPI at the end of August 2021 at 3.0% (0.5% August 2020). There remains significant challenges in the supply and costs of goods and services, with significant increases in a large number of sectors, including energy and especially so in recent capital construction related projects, with many projects now being priced at considerably higher than budgeted levels, largely driven by additional COVID-19 as well as some challenges relating to supply of materials.
- Given the current scale of market variation, any increased costs relating to supply of goods and services will currently require to be met within existing budget limits. The future implications will be considered as part of the updated budget.

- **Capital commitments**

- The Council already has a substantial General Services Capital Programme which has been developed to both meet our needs and support growth such as the infrastructure requirements across the county.
- The Council has committed to a wider Learning Estate Review which will impact significantly upon future capital investment plans and will need to take cognisance of any funding support schemes made available by Scottish Government. A significant proportion of the existing approved capital plans relates to increased investment in our wider school infrastructure, and this likely to require further and ongoing support in future years.

- There remains significant economic uncertainty arising from COVID-19 as well as the wider economic implications being experienced from the UK's exit from the European Union. The previous section of the report has highlighted the impact this has had on the current capital plan, and this collectively continues to place greater risk on the cost and deliverability of both current and future capital plans. Although a significant proportion of this additional investment will be supported through income contributions derived through the Developer Contributions Framework, volatility and economic uncertainty in the housing market can impact on both the timing and realisation of anticipated funding levels.
 - There will be a need to review current Capital Infrastructure Plans to take cognisance of wider delivery requirements and economic conditions, as well as ensuring that current plans support the Council's priority and alignment from COVID-19 and wider concurrent risks. The need to ensure appropriate investment in digital connectivity and solutions remain critical, and capital investment support the climate change requirements and net zero carbon commitments.
- **Demand Growth**
 - The Council's population remains one of the fastest growing areas in Scotland, with increasing growth projected going forward in both sides of the demographic spectrum relating to school-age children and pensioners.
 - Current budget plans have reflected some changes to population and service demand for areas such as pupil school roll, but do not include a more general population related adjustment.
 - In recent years, the national settlement has seen a reduction or at best a very minimal increase in core funding available to support the local delivery of services. Whilst the distribution of many of the funding streams within the national settlement are population linked, the impact of this has not been reflected by means of an increase within local funding settlements for the Council, largely given the minimal increase in core funding alongside the national agreement to protect the stability of funding changes across the wider national funding settlement.
 - As previously highlighted, the additional income received from new household Council Tax alone does not support the additional cost to the Council in providing our full range of Council services to support an increasing population. Therefore supporting demand growth within the current resources available remains challenging.

- **Transformational Change / Efficiency Programme**
 - A key requirement of the current budget is the delivery of the planned programme of efficiencies, with £9.2m of recurring efficiencies already identified within the current 3-year budget.
 - The current 3-year budget assumes the delivery of the following efficiencies.
 - £2.048 million service efficiencies;
 - £7.182 million corporate efficiencies which include enhanced management of staffing budgets; review of council assets and reduction in core service provision.
 - As highlighted previously, the delivery of planned budget savings remains challenging, and has significantly impacted both in terms of changes to service priority commitments to support the Council's on-going COVID-19 response, as well as the inability to fully realise income related efficiencies. It is still anticipated that the majority of planned savings for 2021-22 will be delivered, however there remains a risk that these may not be delivered on a recurring basis and this will in turn create challenges for future plans.
 - Current plans to deliver efficiencies in 2022-23 and 2023-24 are currently being reviewed, but it is considered unlikely that all planned efficiencies will be fully delivered on a recurring basis. This is likely to result in further challenges and a need to consider alternative options to balance future budgets.
- **2021-22 Budgetary Pressures**
 - Aside from COVID-19, at the time of approving the budget, the Council already faced significant specific financial challenges which would need to be managed within available resources. Whilst it is anticipated that much of these pressures will be managed in year largely due to additional non-recurring interventions, the ability to manage any recurring pressures in future years should no additional funding be made available will be very challenging. As a reminder the 2020-21 financial year-end review indicated that without these mitigating factors the Council would have overspent in excess of £11 million signalling a significant underlying pressure facing the Council.
 - There remains a risk that pressures will increase and change given the wide range of uncertainties across the economic and political landscape; the wider management of COVID-19 interventions and recovery, as well as the ongoing risks associated with national pay negotiations.

- These pressures exist within all of the Council's approved financial plans including: General Services Revenue, Capital and Housing Revenue Account.
- Relating to General Services Revenue budget, both Children's and Health and Social care services are classified as High Risk, with significant pressure emerging from both increased demand and implications from the on-going management of COVID-19 interventions. Most of the current pressures being faced across the General Services revenue budget are in part mitigated by additional non-recurring funding.
- Many of the pressures within the capital infrastructure plans for both General Services and HRA have already been set out in this report, with increased costs of construction, challenging supply chains, and on-going significant pressures arising from management of COVID-19 from in house and externally procured capital project delivery, all placing significant challenges on ambitious capital investment programmes.
- The current approved 3-year General Services revenue budget is set on the assumption that the Council will deliver a break even position in the current year. Should this not be achievable this will have a recurring impact on future budget plans and the ongoing financial sustainability of the Council.
- The HRA account is self-financing where revenue income streams support the wider operational and support for Council tenants as well as supporting continued investment in modernising the stock and supporting the ambitious delivery of new Council houses. Any pressures which are unable to be met within existing approved budget levels, may ultimately change the projected outturn and in turn the wider reserve balance. This may impact on the flexibility applied against planned borrowing and wider affordability of future capital investment plans.

- **COVID-19 Implications**

- As previously highlighted, to date the Council is forecasting COVID-19 related costs of around £12 million. It seems increasingly likely that many of these costs are likely to remain in place going forward, such as enhanced cleaning, expanded school transport, and implications within our Health and Social Care budgets. There remains a wide range of challenges restricting our ability to fully realise all of our planned income streams. The funding received to date to offset some of these pressures has been largely non-recurring with the exception of school staffing which has supported across the academic year 2021-22.
- The way in which the Council delivers many of its services remains subject to change, with an increased number of staff

continuing to work from home, and the way in which we provide services to our communities under constant review. This may in turn create some opportunities such as reviewing and rationalising the office estate, but this may take time to consider and indeed realise potential benefits.

- The potential implications arising from COVID-19 are significant and still not fully known, and the on-going strategy to support government and the National Health Service in their response will have a significant impact on our future financial plans.

Financial Outlook – East Lothian Council

- 1.8 Alongside the many variables outlined above, the overall economic position across the UK remains significantly uncertain, arguably more so than ever before. Notwithstanding the continuing economic impact of supporting the on-going health pandemic, the UK also formally departed from the European Union, and these collectively are placing further pressures on markets and supply.
- 1.9 There remains significant uncertainty relating to future public spending levels including Local Government funding settlements, as UK and Scottish Government try to balance the costs of managing the pandemic and supporting wider recovery. Furthermore, in Scotland, it is likely that the recently formed SNP/Green partnership collaboration will see a further shift in national policy and spending commitments.
- 1.10 The recently announced Programme for Government in Scotland indicated significant policy commitments, including an increased investment in social care by 25% over the lifetime of the Parliament, providing over £800 million additional funding by 2026-27. It currently remains unclear as to how this commitment will be funded, which may place further pressure for funding the remainder of the Scottish public sector, including local government.
- 1.11 Furthermore, the outcome of the National Care Service consultation on the recommendations set out within the Feeley Report may have a significant impact on the Council, and the services it delivers.
- 1.12 More locally, it is recognised that the impact of the Local Government Elections in May 2022, may place a further change to the political governance and Council priorities.
- 1.13 Given the wide range of uncertainties and variables facing the Council, it is likely that many of these will continue into 2022-23 and beyond. The continuing impact and recovery from COVID-19 will place further challenges and demands on the Council's finances, but may also present opportunities to change the way in which we interact across services and with our communities.
- 1.14 The need for medium to longer term financial planning is becoming even greater than before, to ensure the Council can respond to and absorb the potential impact arising from an increasingly wide range of variables

highlighted earlier in this report. Only by doing, can we ensure long term financial sustainability.

- 1.15 In recognising the very challenging circumstances which we are now faced with, officers have already been progressing budget planning, both internally to develop updated budget plans and also to inform and support the national discussions being led by COSLA on long term sustainable funding for local government. This work is progressing and will be concluded in the forthcoming months, and an update on the progress will be reported to Council in December.
- 1.16 The future landscape has many variables, and the full extent of the future challenges will undoubtedly change as work progresses on developing the budgets. It remains clear that the potential scale of the challenge facing the Council ahead is extensive, and may create multi-million pound pressures for the Council to manage. Challenges on this scale may have a significant adverse impact upon service delivery and it is imperative that early consideration is given to how best this might be managed.
- 1.17 The Council's Financial Strategy provides a practical framework within which policy choices can be identified, debated and approved. The Strategy importantly focuses across a medium term planning framework, and the challenge remains about driving forward plans which will allow the Council to operate within a sustainable financial footing going forward. The Council has a good track record of delivering savings, and has identified and delivered over £34 million of recurring savings since 2012, with a further £9.2 million reflected within existing plans. The ability to realise more, will require the Council to continue to focus on its journey to transform service delivery, but will ultimately require some difficult choices to be made around how resources are prioritised to best deliver local services.

Budget Development Process

- 1.18 It is recognised that the current budget framework has been in place for a number of years. Whilst recognising there is a need for future review to align new policy requirements within available resource streams, given the Council is still operating under very challenging circumstances with business continuity and priority service plans still in operation, it is recommended to continue within the existing budget development framework, with a new budget framework planned to support the 2023-24 budget development, aligned to the new political structure of the Council. Further details setting out this revised framework will be considered at future Council meetings.
- 1.19 The proposed approach will provide the framework for budget discussions and establish a platform for the development of an updated set of financial plans that can then be brought forward to Council for approval. This will include the following:

- A 3-year General Services revenue budget will be prepared covering 2022-23 to 2024-25, initially based upon a roll forward of existing budget plans.
- A medium term General Services capital budget will be prepared covering the 5-year period 2022-23 to 2026-27, but this will be underpinned by a longer term capital infrastructure plan and strategy.
- The base budget will be developed and issued to all political groups as early as possible, and in advance of early December. This will subsequently be updated with information following presentation of the Scottish Government's Draft Budget to Parliament which is currently scheduled for 9 December 2021.
- A budget briefing for members will be held early in December on the development of the baseline budget and key assumptions.
- The Council's Financial Strategy setting out a clear direction on how the Council will manage its financial resources in the medium to long term will be brought to Council in December. This will be considered alongside an updated Capital Strategy.
- DRAFT budget proposals (covering both General Services and HRA) will be developed by the Administration and initially considered by Cabinet in January 2022 covering both revenue and capital budgets.
- Other Political Groups will have the option to develop any amendments to the Administration budget, with formal proposals to be considered by Council in February (date still to be confirmed), when the Council budget for both General Services, HRA and Council Tax setting will be approved.

1.20 Given the high likelihood that further savings will be required to be delivered across the next few years, it is recommended that immediate discussions on budget development for 2022-23 and beyond is progressed with pace taking into consideration the potential variables outlined within this report.

1.21 In terms of public consultation, whilst recognising the current business continuity arrangements, and need to review the wider budget framework, the Council will continue to support a wider public awareness campaign relating to our current financial position including information on the wider financial challenges faced. This will be supported by some wider questions relating to service prioritisation within the planned 2021-22 Residents Survey which is due to commence in the next few weeks.

1.22 Preparations for the formal statutory rent consultation are already well underway. Details of the feedback received from both processes will be shared with members to help inform final budget proposals.

REPORT TO: East Lothian Council

MEETING DATE: 16 November 2021

BY: Executive Director for Place

SUBJECT: East Lothian COVID-19 Recovery & Renewal Plan

4

1 PURPOSE

- 1.1 To seek Council approval of the East Lothian COVID-19 Recovery & Renewal Plan.

2 RECOMMENDATIONS

- 2.1 That Council approves the COVID-19 Recovery & Renewal Plan and the amendment to governance arrangements.

3 BACKGROUND

- 3.1 COVID-19 continues to have significant ongoing impacts on services provided by and through the Council and its wider partners. The Council remains in business continuity mode and, formally, within the Response phase in respect of the pandemic. Whilst the majority of Council and partnership services are now operating at levels close to full service delivery and indeed many areas are “*recovering*”, many critical front facing and support services are experiencing enormous challenges to sustain services with staff availability critically impacted as infection levels remain high. Capacity and resilience has also been massively affected by the duration of the Response effort.
- 3.2 The recovery and renewal from COVID-19 for East Lothian is being led by East Lothian Council, supported by our partner agencies as is normal practice under the Civil Contingencies Act 2004 (Contingency Planning) (Scotland) Regulations 2005. Successful recovery is best achieved when early consideration is given to it in tandem with incident response. In June 2020 East Lothian Council formed the Multi Agency Recovery & Renewal Co-ordinating Group (MARRCG) and this group has met monthly since

being established. This group has overseen the publication and delivery of a Recovery and Renewal Framework that has been constantly refreshed and updated throughout this time and has been published in public view within the Members Library Service. Key area Action Cards have been incrementally updated, reflecting actions taken across key activity areas and detail significant intervention actions in respect of responding, resetting, re-starting and recovering from the impacts of the pandemic and the vast amount of Government(s) guidance and measures.

- 3.3 The Recovery & Renewal Framework itself set out a requirement for officers and partners to review the framework at 12, 18 and 24-month intervals. It is in that context that this report has been prepared for Council. The Recovery & Renewal Framework has been a vital tool and detailed action record to date, however, in the view of both officers and partners, our preparedness for longer term recovery needs to be re-focused again as we move forward through the next 18 months.
- 3.4 The Recovery & Renewal Plan that Council is being asked to approve builds on the work undertaken to date through the MARRCG in respect of both the recovery of some key areas through the continued Response Phase of the pandemic and the efforts to prepare East Lothian in respect of the formal and longer term Recovery and Renewal Phase, embracing the opportunity to 'build back better' and ensuring we maximise the opportunity of a sustainable and green recovery.
- 3.5 Given the nature of the pandemic and its duration, there are multiple meetings that currently take place in the context of both COVID-19 Response and Recovery. It is proposed that, in order to streamline some of this activity, the MARRCG be stood down on approval of the Recovery & Renewal Plan. A multi-agency approach will be maintained by delivering the Plan and the actions contained therein, alongside monitoring the results of those actions, through the East Lothian Partnership (ELP). It is proposed that the ELP Governance Board, chaired by the Council's Chief Executive, will provide oversight of the required multi-agency activity that will be deliver the Recovery Plan outcomes through its individual partnership forums.
- 3.6 The Council will still retain the lead role in this activity. The Executive Director for Place will continue to be the ELC Silver for Recovery supported by the Head of Corporate Support as ELC Bronze. ELC Silver will continue to chair the internal Council officer group for Recovery, co-ordinating activity and reporting arrangements between the Partnership and the Council. The status of the delivery of the plan will be reported to Council periodically.
- 3.7 To ensure that the actions identified are appropriate and effective, this Plan will remain dynamic, flexible and under constant review, any non-material changes to the Plan will be reported timeously through the Members' Library Service. More significant changes would be reported to Council for approval. This will ensure that East Lothian's recovery and renewal will

reflect operational, community and staffing need and can adjust to emerging national policy and guidance, financial and economic recovery.

4 POLICY IMPLICATIONS

- 4.1 The Recovery & Renewal Plan aligns with our current East Lothian Plan Key Themes and lays the foundations that will inform our renewed and revised East Lothian Plan moving forward. Our Plan also aligns with National Priority Outcomes and recognises COSLA and Scottish Government's agreed shared vision and the ongoing development of the National COVID Recovery Strategy.

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 COVID-19 has exacerbated inequalities. Our Recovery and Renewal Plan addresses these inequalities, recognising we will need to go further and faster to improve opportunities for those most disadvantaged.
- 5.2 We have declared a climate emergency and must focus on a sustainable future to address the massive and immediate challenge of climate change. We must take advantage of the unique opportunity and embed a new world of work, reduced travel, reduced emissions and new behaviours into a green recovery.
- 5.3 We need to address demands delayed as a result of the pandemic and that are further exacerbated by the negative impacts of BREXIT. We need to protect the health and well-being of our residents, focus support for our economy, young people's education and safeguard those who are vulnerable or isolated.
- 5.4 A full Integrated Impact Assessment will be completed as part of the process to renew and revise the East Lothian Plan in the context of Recovery.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – An £8.9M COVID-19 Fund has been established as part of the 20/21 financial year end closure. A wide range of earmarked commitments have been set out against this fund and is aligned with national funding directions. The COVID Fund is currently aligned to the multi-agency Recovery and Renewal Framework and will continue to be aligned with the Recovery and Renewal Plan and the detailed interventions that sit beneath it moving forward.
- 6.2 Personnel – The impacts of COVID-19 on staff and partnership resources have been significant both in respect of quantity of additional workload and in terms of duration. It will be necessary for this additional workload to

continue but for it to become much more integrated with business as usual as we forward.

6.3 Other – None

7 BACKGROUND PAPERS

7.1 East Lothian Council Members Library Report (100/21) COVID Recovery and Renewal Framework Document Version 1.9
https://www.eastlothian.gov.uk/download/meetings/id/22534/10021_east_lothian_council_covid_19_recovery_and_renewal_framework_document_version_19

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DATE	12 October 2021

1: Overview

Our plan builds on the work undertaken through the **Multi-Agency Recovery & Renewal Co-ordinating Group** established in June 2020, which has overseen the substantial efforts to date in respect of our continued *Response Phase* of the pandemic and the recovery of some key areas as a result.

We have aimed to prepare East Lothian in respect of the formal and longer term *Recovery & Renewal Phase*, embracing the opportunity to 'build back better' and ensuring we maximise the opportunity for a sustainable and green recovery.

Our **COVID-19 Recovery and Renewal Plan 2021** recognises the shared vision for Recovery of COSLA and Scottish Government and the ongoing development of the national **COVID Recovery Strategy**.

COVID-19 has exacerbated inequalities. This plan addresses these inequalities, recognising we will need to go further and faster to improve opportunities for those most disadvantaged.



We have declared a climate emergency and must focus on a sustainable future to address the massive and immediate challenge of climate change. We must take advantage of the unique opportunity and embed a new world of work, reduced travel, reduced emissions and new behaviours into a green recovery.

We need to address increased service demand delayed as a result of the pandemic and further exacerbated by the negative impacts of BREXIT. We need to protect the health and wellbeing of our residents, focus support for our economy, young people's education and safeguard those who are vulnerable or isolated.

Our plan aligns with the key themes of the **East Lothian Plan 2017-27** and lays the foundations that will inform our renewed and revised East Lothian Plan moving forward. It also aligns with **National Priority Outcomes**.

To ensure that we're doing the right things, this plan will remain dynamic, flexible and under constant review. This will ensure that East Lothian's recovery and renewal will reflect operational, community and staffing need and adjust to emerging national policy and guidance and financial recovery.

2: Plan Principles



Person-centred communications



Collaborative working

East Lothian Partnership



Embracing digital channels



Championing the new world of work



Supporting the next generation

Outcome-focused Develop, maintain and deliver a coherent focus on COVID-19 recovery priorities to achieve improved outcomes.

Person-centred Inclusive, preventative and focused on those in greatest need.

Empowering and collaborative Building on the shared experience of collaborating during the pandemic, ensuring individuals and communities are supported to participate in and be actively involved in all recovery activity; including the groups most affected by the pandemic – women, disabled people, young people, older people, minority ethnic communities, those affected by poverty – so as to tackle systemic inequalities.

Agile and flexible Our COVID-19 recovery approach must build the capacity of the 'system' in order to respond to specific needs, to flex around differential needs for specific communities and places, and to react to change and unexpected events. Innovation and partnership working including further empowering of frontline teams is to be encouraged. Developing and sharing best practice will be essential.

Robust, place-based data-driven and evidence-based Action on COVID-19 recovery will be informed by local differences, while reflecting joint recovery priorities and shared evidence. Interim outcomes and an evaluation framework will be developed in partnership.

Children and Young People In line with Article 12 of the UN Convention on the Rights of the Child, we will ensure the voice of children and young people is at the heart of our work on COVID-19 recovery.

3: Shared Vision

The three key East Lothian Plan priorities align our vision with those of the Scottish Government /CoSLA.

We are committed to realising our vision for **an even more prosperous, safe and sustainable East Lothian with a dynamic and thriving economy that will enable our communities to flourish.**

PROSPEROUS

**COMMUNITY
MINDED**

FAIR

Scottish Government/ CoSLA Vision:

- Address the systematic inequalities made worse by COVID-19;
- Improve well-being through supporting, empowering and offering opportunities to individuals, families and communities;
- Remobilise and develop inclusive public services to be even more person-centred, preventative and focussed on those in greatest need.



4: Key Priority Areas

1 Support our communities to tackle inequality and social exclusion

In partnership with the third sector address inequality and tackle the effects of poverty, vulnerability, isolation, loneliness, antisocial behaviour and domestic violence. We will support this by promoting increased and sustainable social action and building community capacity.

2 Climate and ecological emergency

Embed sustainable and green thinking in our actions and make tackling the climate and ecological emergency central to our social and economic recovery, laying foundations for a sustainable and prosperous future.

3 Support business, employment and promote inclusive economic growth

Build confidence in local businesses and key sectors; Tourism & Hospitality, Food & Drink, Health and Social Care, Engineering & Life Sciences, Construction. Focus on our Workforce for the Future – apprenticeships, skills. Progress strategic project interventions that drive the East Lothian recovery. Focus on our town centres and the core message of *Love East Lothian*.



4 Help our children and young people achieve their full potential

By returning to and maximising the benefits of in-school learning, assessing gaps in learning and progress while taking into account children and young people's health and wellbeing and wider personal development and citizenship opportunities within and across community life.

5 Deliver improved connectivity and digital innovation to ensure the most effective use of all of our resources

Address connectivity challenges and enable the digital inclusion of all of our residents. Utilise data and technology solutions to drive investment and high performance within our economy.

6 Maintain and develop resilient and sustainable services

Reinstatement of services is an important element of recovery, but it is crucial that we learn from the pandemic to design future models and services that are resilient and better meet the changing needs of our communities and our staff. We must manage increased demand for services, particularly hospital and social care services and strengthen the resilience of our care sector. Transform front facing services to customer focussed, accessible digital provision, developing citizen hubs offering access to cross-service supports for the most vulnerable in our communities.

7 Develop our people and future ways of working

Invest in a sustainable, resilient and succession planned workforce through recovery, learning from the pandemic to embed flexible and home working, promote well-being and develop new and different ways of working.

8 Invest in regeneration and a sustainable future

We will invest in the regeneration of local areas focussing on a place based approach, to create sustainable communities and support the provision of affordable housing, tackle homelessness and build community connections and cohesion. Support the regeneration and repurposing of town centres.

5: Actions

1 Support our communities to tackle inequality and social exclusion

- Implement the East Lothian Poverty Plan 2021-2023
- Encourage increased levels of volunteering across our communities and community partners and grow resilience, promoting community connections and befriending
- Engage with third sector and voluntary sector organisations to support a county-wide network of community groups and organisations
- Increase partnership approaches to tackle anti-social behaviour at all levels, allowing community groups to have a greater say in how our resources are deployed to provide the best outcomes for our communities
- Strengthen our joint approach to domestic abuse, increase confidence to report crimes and strengthen the support provided to victims of domestic abuse whilst bringing perpetrators to justice
- Work in a collaborative manner to increase confidence in community justice, prevent reoffending and enhance early intervention opportunities to reduce the amount of people entering the justice system, offering support and diversions instead of prosecutions
- Support carers of vulnerable adults and children to build resilience in order for them to sustain their caring role

2 Climate and ecological emergency

- Maximise the opportunities that now exist to improve the utilisation of assets and sustainable travel to drive real change in lowering our carbon footprint
- Promote East Lothian as a location for home working, reducing the need to travel

3 Support business, employment and promote inclusive economic growth

- Utilise our business recovery investment fund to support our town centres, tourism and the rural economy
- Support and advise East Lothian businesses to recover and grow and work to increase the number of business premises available
- Build on the economic benefits arising from lifestyle changes that have been accelerated by COVID-19
- Progress the delivery of the Old Craighall junction upgrade, the food and drink innovation hub, the regeneration of the Cockenzie power station site and further develop our proposals for the Climate Evolution Zone
- Promote skills development and training in core sectors and in sectors where skills shortages now exist
- Renew our Economic Development strategy to look ahead to 2030 and beyond and tie in with the wider Regional Prosperity Framework

4 Help our children and young people achieve their full potential

- Provide targeted wellbeing support for children and young people and their families. Target youth work and promote youth citizenship initiatives
- Ensure enhanced support for those children who have gaps in their learning and need additional interventions to support their development, progress and achievement
- Maximise the use of digital technology to enhance learning and support curriculum delivery, both in school and at home
- Ensure a clear focus on improving attendance and reducing exclusions in schools
- Council, Queen Margaret University and Edinburgh College will support young people to transition into positive destinations, including, further or higher education, training, employability programmes

5 Deliver improved connectivity & digital innovation to ensure the most effective use of all of our resources

- Identify areas of low network connectivity and work with government and providers to address deficits
- Review, upgrade and replace our technology to keep pace with digital security, stability and integration
- Support new ways of working through reliable and resilient digital infrastructure
- Develop our digital services for customers, improving their experience of interacting with the council
- Provide digital learning and capacity development opportunities within the community

6 Maintain and develop resilient and sustainable services

- Build resilience in health and care provision through closer integration and a focus on recovery from the pandemic
- Support the training and development of our carer workforce
- Target services and resources, led by data and evidence, to those people and areas most in need

7 Develop our people and future ways of working

- Create a network of Digital Champions to support colleagues as they develop their digital skills
- Rationalise our building assets to support new ways of working that are efficient and effective
- Develop a flexible and resilient workforce

8 Invest in regeneration and a sustainable future

- Develop a place based approach to deliver services designed around our local communities, focussing on community-led regeneration
- Accelerate the delivery of affordable housing to return to planned levels, across a variety of tenures
- Strengthen partnership work with those services and sectors that contribute to that vital role in supporting local delivery
- Support the development and expansion of active travel routes and promote health and wellbeing
- Continue the development and expansion of our electric car charging network



6: We'll know it's worked when...

It is vital that we keep track of the difference that our collective Recovery & Renewal work is making. We will collect data and organise it in a way that gives us a clear measure of our collaborative success but we will know our recovery plan has worked when...

Outcome 1:

Support our communities to tackle inequality and social exclusion

- 1.1 Greater numbers of people are supported to improve their health and well-being and recover well from the effects of the pandemic including isolation and financial stress;
- 1.2 More of our most vulnerable people receive the support they need and communities are supported to deliver local solutions to local priorities;
- 1.3 Engagement and co-production are embedded within our planning, processes and delivery of services
- 1.4 The targets set for the East Lothian poverty Plan to reduce poverty and mitigate the impact of poverty will have been met

Outcome 2:

Climate Change & Sustainability

- 2.1 There is increased investment in sustainable and active travel;
- 2.2 Use of public transport returns to pre-pandemic levels;
- 2.3 We reduce the cost and carbon footprint of our property

Outcome 3:

Support Business, Employment and Grow the Economy

- 3.1 Businesses are supported to safeguard jobs and drive future growth, major projects are progressed and a new Economic Development strategy is adopted
- 3.2 There is increased provision for and delivery of training, skills and career-based activities, including the creation of new apprenticeships.

Outcome 4:

Help our children and young people achieve their full potential

- 4.1 Children and families have increased confidence in attending school and can access the support that they need.
- 4.2 Children can access full-time in-school learning with minimal disruption to their learning and progress
- 4.3 Participation rates for 16-19 yr olds in further and higher education, training and work will improve
- 4.4 Children and young people have access to a wide range of extra-curricular community-based activities enhancing their school based learning and achievements

Outcome 5:

Deliver Digital Innovation to ensure the most effective use of all our resources

- 5.1 Broadband network connectivity is increased and digital accessibility improved;
- 5.2 Customer self-service increases through maximising use of the Customer Services Portal – evidencing channel shift and increased digital access to services

Outcome 6:

Maintain and develop resilient and sustainable services

- 6.1 Services across the Council and the Partnership can be accessed by everyone;
- 6.2 The Health & Social Care sector can cope with ongoing demand and winter pressures



Outcome 7:

Develop our people and future ways of working

- 7.1 Staff are able to work more flexibly and tell us things are working well;
- 7.2 Our staff tell us their well-being is promoted and protected

Outcome 8:

Invest in regeneration and a sustainable future

- 8.1 Capital works to deliver affordable housing and infrastructure projects are returned to pre-pandemic planned levels



REPORT TO: East Lothian Council
MEETING DATE: 16 November 2021
BY: Executive Director for Place
SUBJECT: East Lothian Poverty Plan 2021-2023

5

1 PURPOSE

- 1.1 To present the East Lothian Poverty Plan 2021-2023 for approval by East Lothian Council.

2 RECOMMENDATIONS

Council is asked to:

- 2.1 Note the result of the public consultation on the Draft Poverty Plan.
- 2.2 Approve the East Lothian Poverty Plan 2021-2023 (Appendix 1).
- 2.3 Note the Poverty Plan incorporates the Child Poverty Plan with actions as identified in the Poverty Plan Action Plan and that these will be reported on in the annual Child Poverty Action Plan Report.
- 2.4 Note that a further report on poverty data and indicators will come to a future meeting of East Lothian Council and the East Lothian Partnership Governance Group with key Poverty Plan indicators and targets.
- 2.5 Agree to continue with a multi-agency Poverty Working Group and to establish a new East Lothian Poverty Partnership which will report to East Lothian Council and the East Lothian Partnership Governance Group.

3 BACKGROUND

- 3.1 The draft East Lothian Poverty Plan 2021-2023 was prepared by the multi-agency Poverty Working Group which includes representatives from key Council services including Education and Children's Services, Connected Communities, Revenues and Benefits, the Health & Social Care Partnership, NHS Lothian and the third sector including Voluntary Centre East Lothian and the two East Lothian CABx.

- 3.2 The draft Poverty Plan was based around seven themes and contained 49 actions that were drawn from the report of the East Lothian Poverty Commission.
- 3.3 The online consultation on the draft Plan went live on 8 August and concluded on 26 September. It was publicised on the home page of the Council website, through a press release and social media content and via emails sent to a wide range of stakeholders including Community Councils, Area Partnerships, Tenants and Residents Associations, members of Volunteer Centre East Lothian (VCEL), the East Lothian Friendly Food Network, the East Lothian Financial Inclusion Network and MSPs. The draft Plan and consultation was also the subject of two articles in the East Lothian Courier.
- 3.4 The draft Plan was also on the agenda of partnership and network group meetings in August and September including:
- East Lothian Partnership Governance Group
 - Children’s Strategic Partnership
 - Community Justice Partnership
 - Connected Economy Group
 - VCEL Health & Social Care Forum
 - Dunbar and East Linton Area Partnership
 - East Lothian Friendly Food Network
 - East Lothian Financial Inclusion Network
 - East Lothian Tenants and Residents Panel Executive
 - Communities Recovery and Renewal Group
- 3.5 Thirty individuals and six organisations responded to the survey. Whilst the number of responses to the online consultation was possibly lower than hoped for, it should be noted that organisations took the opportunity to comment on the draft Plan at these meetings. In addition, the views of people with lived experience – care experienced young people and people attending lunch clubs organised by the Pennypit Trust – were recorded and presented as evidence to the consultation.
- 3.6 A full report on the results of the consultation, including the comments made by respondents to the online consultation and people with lived experience has been lodged in the Council’s Members’ Library Service.
- 3.7 The consultation showed that there is a consensus supporting the proposed themes and actions detailed in the draft Plan. The quantitative results from the online survey and the partnership and network meetings that discussed the draft Plan showed overwhelming support for the outcomes and proposed actions.
- 3.8 The consultation showed that there is growing concern at the impact that the COVID-19 pandemic has had on poverty in East Lothian, with

growing demand for support from food banks and pantries and other community based support organisations. The intervention by the Scottish Government, including the increase in provision of free school meals, the 'hardship' payments, and Self-Isolation Support Grants, the UK Government's Furlough Scheme and £20 per week boost to Universal Credit, and local community interventions supported by the Council have all played a massive part in supporting people through the last 18 months. However, the rise in unemployment and Universal Credit claimants, the ending of Furlough, the withdrawal of the £20 Universal Credit supplement¹ and the rise in food and fuel prices all contribute to increases in poverty levels and the fear that poverty will continue to rise over the next period.

3.9 The common theme of responses to the consultation is that there is a growing urgency that concerted action is needed to tackle the impact of the rise in poverty as a result of the pandemic and other factors such as price inflation and withdrawal of the £20 Universal Credit boost. The carry-forward of just over £1m of funding to support people impacted by the COVID-19 pandemic and, in particular people facing financial insecurity, will help to mitigate some of the increase in poverty in East Lothian.

3.10 The draft Poverty Plan has been amended to take account of the responses to the consultation. The amendments include:

- Slightly amended wording for two of the outcomes
- Clarification that the Plan includes the Child Poverty Plan with the addition of reference to the drivers of child poverty, and identification of around 20 actions that are specifically aimed at tackling and mitigating the impact of child poverty
- Clarification that the Plan takes an early intervention and prevention approach to tackling the causes and impact of poverty
- The addition of quotes from people with lived experience to show the impact of poverty on people's lives and reflect the need for concerted action
- Amendments to the Action Plan; several actions being moved to a different Outcome, and the addition of some detail and several new actions.

3.11 The Poverty Plan incorporates East Lothian's Child Poverty Action Plan as we cannot tackle and eradicate child poverty unless we tackle poverty and inequality. It is closely aligned to, and sits alongside, other plans and strategies that contribute to the aim of tackling poverty and breaking the

¹ The Joseph Rowntree Foundation has estimated that the end to the £20 Universal Credit boost will leave 450,000 families in Scotland £1,040 poorer per year, and has called on the Scottish Government to take immediate steps to avoid missing its target of bringing relative child poverty below 18% by 2024, including doubling the Scottish child payment to £20 per week for every eligible child under six.

cycle of poverty; including the Children's and Young People's Service Plan, the Local Housing Strategy and the Education Improvement Plan.

3.12 Thirty of the 49 actions in the Poverty Plan are specifically targeted at, or will have a significant impact on, reducing child poverty. These will be reported on in the Annual Child Poverty Action Plan report that has to be jointly prepared by the Council and NHS Lothian.

3.13 There is a large amount of data that can be used to measure poverty. These are just some of the latest statistics that give a sense of the scale poverty in East Lothian.

- In 2020, 78.3% of people in East Lothian aged 16-64 were in employment, higher than the 75.9% for Scotland; but East Lothian has a smaller percentage of full-time workers, and a greater percentage of part-time workers when compared to Scotland
- In February 2020 (pre-COVID-19 lockdown), 5,842 people in East Lothian claimed Universal Credit. By July 2020, 9,777 people were claiming Universal Credit – a rise of 67%
- By August 2021 the Universal Credit claimant count had fallen to 9,244 – a rise of 58% since Feb 2020
- The number of Universal Credit claimants seeking work increased by 105% between February and May 2020 from 1,668 to 3,426
- By August 2021 this number had fallen back to 2,623 – a 57% increase since February 2020
- The number of East Lothian residents on Furlough as a result of COVID-19 reached 8,200 in July 2020. By August 2021, the number of East Lothian residents still on furlough had fallen to 1,800
- DWP records show that in 2019/20, 3,184 East Lothian children aged 0-15 (16.2%) were living in Relative Poverty (defined as living in a family whose income, including contributions from earnings, state support and pensions is below 60% of Before Housing Costs)
- Data from End Child Poverty (released in October 2020) showed that in 2019/20, 4,608 East Lothian children aged 0-15 (24.5%) were living in Relative Poverty After Housing Costs are taken into account
- East Lothian Council received a total of 3,945 Scottish Welfare Fund Crisis Grant applications during 2019/20, up 13% from the previous year. There were a total of 3,967 applications in 2020/21
- The number of referrals to the East Lothian Foodbank increased from 2,485 in 2019/20 to 3,078 in 2020/21. Low income accounted for 58% of referrals in 2020/21, compared to 41% in the previous year.

3.14 Around 20 of the 50 indicators in the Council Plan Top 50 performance Indicators can be used to track progress in tackling and reducing poverty

including two indicators that are set out in the Child Poverty (Scotland) Act 2017 as national child poverty measures of child poverty with medium (2023) and longer term (2030) targets.

- **Relative Poverty** – living in a household whose income is less than 60% of median net household income for the year; 2023 target = less than 18%, 2030 target = less than 10%
- **Combined low income and material deprivation** – living in a household whose income is less than 70% of median net household income and experiences material deprivation; 2023 target = less than 8%; 2030 target = less than 5%

3.15 These key national measures and targets will have been significantly impacted by COVID-19 so the next set of data for them will certainly show increases in poverty levels and moving away from rather than towards meeting the 2023 targets.

3.16 The Council is reviewing all of its performance indicators to take account of the impact of the pandemic and the recovery plans to build back better. This work will include the development of new equality and poverty indicators and targets. Further work is also being undertaken to identify relevant local data that can be used to supplement the data we get from national sources.

3.17 A report on the conclusion of this work with recommendations on a set of poverty indicators and targets for the Poverty Plan will come to the Council and East Lothian Partnership Governance Group.

3.18 In order to continue with the partnership approach to deliver the Poverty Plan it is proposed that the multi-agency Working Group continue but that it should have a reduced membership based on the services that have responsibility for delivering the seven outcomes and representatives of Volunteer Centre East Lothian, East Lothian Friendly Food Network and East Lothian Financial Inclusion Network.

3.19 In addition, it is proposed that a new East Lothian Poverty Partnership be formed with representatives from the Council (including elected members), NHS, and voluntary and community sectors to review progress with delivering the Poverty Plan and ensuring that concerted action is being taken to reduce poverty in East Lothian. The Partnership will also be charged with ensuring that the views of people with lived experience are heard and taken into account by the Council and East Lothian Partnership.

3.20 The Working Group and Poverty Partnership will report into the East Lothian Partnership Governance Group and Council as appropriate.

4 POLICY IMPLICATIONS

- 4.1 The East Lothian Poverty Plan 2021-2023 includes actions that the Council and the East Lothian Partnership can put in place to contribute to reducing inequalities and breaking the cycle of poverty in East Lothian.

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 The subject of this report has been through the Integrated Impact Assessment process and several actions have been added to the Plan to take account of the outcome of the assessment.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – Just over £1m Scottish Government funding to support people facing financial insecurity and people adversely affected by the pandemic lockdown that came to the Council in late 2020/21 has been carried forward into 2021/22. The Poverty Plan contains a number of actions that may have resource implications. These will be contained within existing budgets. Any actions that required resources that cannot be contained within existing budgets will be considered as part of the budget planning process.
- 6.2 Personnel – none.
- 6.3 Other – none.

7 BACKGROUND PAPERS

- 7.1 Appendix 1: East Lothian Poverty Plan 2021-2023

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DATE	11 th October 2021

East Lothian Poverty Plan 2021-2023

‘Overcoming poverty is not a gesture of charity. It is an act of justice. It is the protection of a fundamental human right, the right to dignity and a decent life.’

Nelson Mandela

Vision and Objectives

East Lothian Council and East Lothian Partnership share the same vision of: ***An even more prosperous, safe and sustainable East Lothian, with a dynamic and thriving economy, that enables our people and communities to flourish.***

This vision is very relevant as we begin to try to 'Build Back Better' from the COVID pandemic. It is in line with the twenty 'Calls for Action' made in the Social Renewal Advisory Board's final report, 'If Not Now, When?' (January 2021), in particular, the call for action that public bodies should: ***Focus everyone and all activities on building more resilient, fairer, healthier and stronger communities and places.***

The Council's 2017-22 Council Plan and the Partnership's 2017-2027 East Lothian Plan share the overarching objective of: ***reducing inequalities within and across our communities.***

This objective was given prominence following the report of the East Lothian Poverty Commission in 2016, which highlighted the scourge of poverty on our society and the need to take concerted action to break the cycle of poverty. The Commission's report included around 50 recommendations that formed the basis of the 2017 East Lothian Poverty Plan and were also reflected in the Child Poverty Action Plan.

Most of the actions in these plans have been completed but much still needs to be done since poverty has increased as a result of the COVID pandemic which has had devastating consequences on our economy, society, health. The following statistics provide a summary of the significant negative impact the pandemic has had on East Lothian – the number of East Lothian residents claiming Universal Credit doubled from February 2020 to May 2020; at the height of the pandemic (July 2020) over 7,500 East Lothian resident were 'furloughed' from the job.

Although the full impact of the pandemic on the economy, society, people's health, and inequality will not be known for some time we know that the pandemic is having a disproportionate impact on people who are disadvantaged and in poverty, including children and young people. In addition, the rise in food and fuel prices and utility bills in late 2021 will have significant impacts on increasing numbers in poverty or just above poverty thresholds.

The Plan sits alongside, and is aligned to, other council and partnership plans and strategies that include a focus on, and actions that will contribute to, the aim of tackling poverty and breaking the cycle of poverty. These include the draft of the new Equality Plan 2021-2025, the Local Housing Strategy, the Education Improvement Plan, the Developing the Young Workforce Plan and the Integration Joint Board's Strategic Plan covering Health and Social Care services.

The 2017-2021 Council Plan's strategic goals support the aim of reducing poverty:

- *Reduce unemployment and improve the employability of East Lothian's workforce*
- *Reduce the attainment gap and raise the attainment and achievement of our children and young people*
- *Improve the life chances of the most vulnerable people in our society*
- *Extend community engagement and decision making and increase community and individual resilience*
- *Deliver transformational change and harness the opportunities that technology offers in the provision of services*

The East Lothian Plan (our Local Outcome Improvement Plan) has three themes and eight outcomes which also support the aim of reducing poverty:

Prosperous

- *East Lothian people are working, are free from in-work poverty and are able to develop and improve their work skills*
- *Local businesses are thriving and the business base is expanding*
- *People and businesses in East Lothian have better access to digital infrastructure and the digital skills they need*

Community-minded

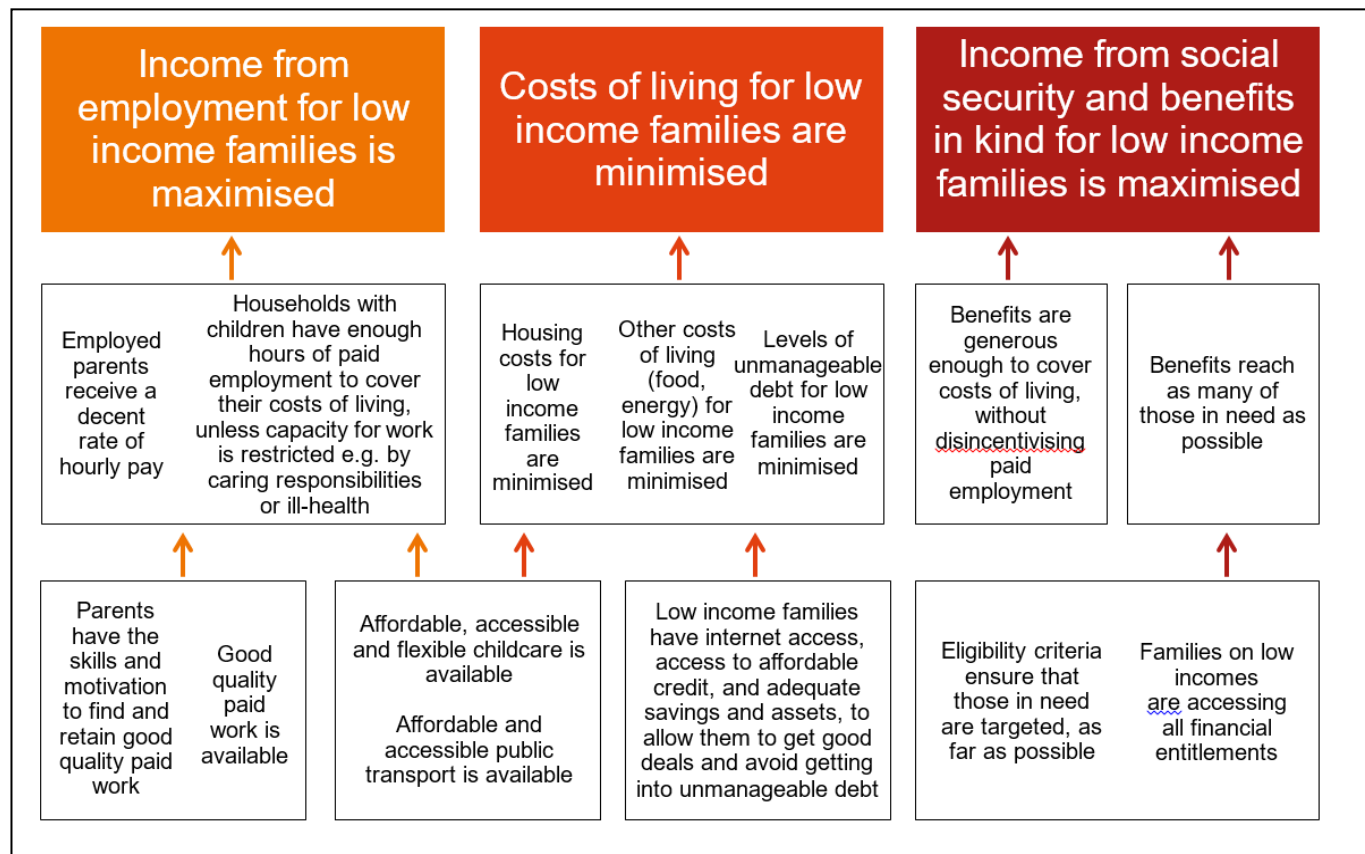
- *East Lothian has strong, resilient communities where people respect and support each other*
- *East Lothian people can live affordably and contribute to a thriving community life in a high-quality environment*

Fair

- *We tackle the causes and effects of poverty in East Lothian and we reduce the gap between the richest and poorest people*
- *People in East Lothian are enjoying healthier lives*

Poverty is always having no money, having to watch where my next meal is coming from; often giving to the kids and I go without
Pennypit Lunch Club parent

The East Lothian Poverty Plan 2021-23 incorporates East Lothian’s Child Poverty Action Plan ensuring there is a co-ordinated and strategic approach to tackling child poverty, as part of the plan to tackle and eradicate poverty and inequality in East Lothian. The drivers of the national Child Poverty Strategy are reflected in the East Lothian Poverty Plan



Importantly, there is a close alignment with the 2020-2023 Children and Young People Service Plan, which has as one of its three themes: ***Reduce inequalities for our children and young people within and between our communities.***

Addressing Climate Change is a key driver and objective of the Council Plan and East Lothian Plan. Although not stated as a specific outcome of this Poverty Plan the need for a just and fair transition to a more sustainable economy and society is a theme running through the Plan. Several actions in the Plan, such as reducing fuel poverty, developing integrated travel solutions and tackling digital exclusion which will have a significant positive impact in addressing climate change and help East Lothian meet the net zero emission target.

The Plan is based on a Prevention and Early Intervention approach to tackling poverty and the causes of poverty. The main causes of poverty are unemployment and low wages – in-work poverty. So the first two outcomes of the Plan, ‘Working and free from in-work poverty’ and, ‘Financially included’ are aimed at preventing poverty. Reducing unemployment, tackling in-work poverty through ensuring the real living wage and stable employment contracts is key to reducing the number of people in poverty. If people are not able to work and have to rely on state benefits then the next priority is to ensure they are not financially excluded and can access the benefits to which they are entitled.

I lost my job and my bills and rent have run up so much that I will be paying them off for years and I've had to sell things to keep food on the table
Care experienced young person

Other measures in the Plan are clearly based on early intervention to support people who fall into poverty or to mitigate the impact of poverty, these include tackling fuel poverty, reducing the poverty related attainment gap, supporting parents through provision of Early Learning and Childcare, providing affordable, warm homes and tackling health inequalities.

Tackling Poverty During the COVID Pandemic

Throughout 2020 and 2021 supporting individuals and communities that faced financial and food insecurity and growing levels of poverty has been a key priority for the council and all the Community Planning partners.

Additional funding was made available from the Scottish Government to extend Free School Meal provision over the Summer, mid-term, Christmas and Easter holidays and to make hardship payments during these periods for every child in receipt of Free School Meals.

The council also received several one-off funding allocations from the Scottish Government during 2020/21 to support people isolating under Test and Protect and families, and households who were vulnerable for other reasons and maybe not able to access food supplies or experiencing financial insecurity related to, or exacerbated by, COVID-19. This additional funding was used in innovative ways to have maximum effect in supporting vulnerable people and people in poverty. For example:

- Funding was allocated through East Lothian's six Area Partnerships to support the massive community effort to provide meals, food and other supplies to people who were shielding and an increasing number of people who were facing severe financial difficulty because of the economic impact of the pandemic. Examples of how this funding has been used include: creating food pantries in each area; supporting Community Kitchens and new Pantries; the provision of meals, or soup and sandwich to hundreds of families and pensioners; and establishing the Fareshare Hub which provides food supplies for over a dozen community food initiatives across East Lothian.

PSG Lunch Club has been a lifeline for my family and the staff are just the best. I'm getting emotional typing this just now.

Pennypit Lunch Club parent

- A new Coronavirus Fuel Poverty Fund was created to help households who are under intense financial hardship during these uncertain times and are struggling to afford to heat their homes and keep the lights turned on. Almost 600 one-off payments of £100 were paid to people who needed help with their gas or electricity bills in the 2020/21 winter.
- The Discretionary Housing Payment Fund received an additional allocation of funding to assist tenants with rent arrears who

may be eligible for a DHP award or a top up of an existing award and experienced new/ increased rent arrears in 2020/21.

- Children's Services was allocated funding to support families and young people through emergency payments, and meeting the the cost of temporary accommodation for Looked After Young People.
- Adult Social Work received additional funding, which was distributed via third sector partners including Carers of East Lothian as well as through Community Justice and emergency payments to support vulnerable clients in financial difficulty.

Additional funding, carried forward from the end of the 2020/21 financial year into 2021/22 has been allocated to continue to support these initiatives through to March 2022.

Developing the Poverty Plan

The East Lothian Poverty Plan 2021-2023 has been developed by a multi-agency Working Group, which was established in March 2020 to review progress with the existing Poverty and Child Poverty Actions Plans and to produce a new Poverty Plan. This group includes representatives from key council services, including Education and Children's Services, Connected Communities and Revenues and Benefits, the Health & Social Care Partnership, NHS Lothian and the third sector, including Voluntary Centre East Lothian and East Lothian's two Citizen Advice Bureaux.

The group's work was put on hold for a large part of 2020 as all efforts were concentrated on responding to the COVID pandemic. Monitoring reports on the two Action Plans produced in early 2021 showed that progress has been made against the vast majority of the actions set out in the plans, but the group also identified where further action is required to continue the work necessary to tackle inequality and poverty and deal with the consequences of the pandemic.

The East Lothian Poverty Commission's final report reflected the lived experience of people affected by, and living in, poverty. The Poverty Working Group has tried to continue this process and the particular emphasis was put on seeking the views of people with lived experience during the consultation on the draft plan. This approach has been embedded in the Plan by the inclusion of actions under the Empowered and Responsible theme to ensure that the views of people with lived experience are taken into account as the Plan is implemented and progress is monitored.

Poverty is not inevitable. Nor is it just about finances. It can be about an inability to fully participate in society because of a lack of opportunity. Poverty can be debilitating. It can strip confidence, self-worth and passion. And yet the people I have met through the Commission are strong, passionate individuals, with a drive to do the best for themselves and their families.

Member of the Poverty Commission

This commitment sits alongside commitments to ensure that 'experts by experience' will be integral to the development of Council policies. For example, in response to the Independent Care Review's report into the care system, East Lothian Council has given a commitment to **#KeepThePromise**. A new Promise Partnership Team will work with our Partners in Co-design Panel to ensure

that the voice of care experienced young people is heard, that we understand what families need, and design services to meet those needs and respond flexibly and intensively when required to support families to stay together.

This Poverty Plan 2021-2023 has been drawn up to act as a key part of East Lothian's building back better from the pandemic. It is only a two year plan as it is recognised that we will need to review progress within that timescale and may need to develop a new Plan with new priorities that reflect, and respond to, the full impact of the pandemic. Also, we will need to assess the impact of the commitments made in the Scottish Government's Programme for Government and additional funding to tackle poverty, such as the doubling of the Scottish Child Payment, the extension of Free School Meals and the development of wrap around care for children. The proposal to introduce a Minimum Income Guarantee could have a major impact on reducing poverty but will not be an 'immediate fix' as it will take several years to pilot, test and then roll out.

The Action Plan

Extensive provision of emergency food is a response to dealing with hunger caused by poverty, but it doesn't offer a long term solution to eliminating poverty

East Lothian Foodbank

The East Lothian Poverty Plan 2021-2023 is based around seven key outcomes.



The Action Plan sets out the actions that will be undertaken and prioritised by East Lothian Council and its partners in the East Lothian Partnership to make real progress towards achieving these eight outcomes.

The Action Plan includes 49 objectives/ actions with a short description of the work already being undertaken by the council and partners in relation to each action and a final column that outlines further actions that should be prioritised over the next two years.

Thirty actions which have a specific impact on tackling Child Poverty are highlighted with an * and will be reported on separately in the annual Child Poverty Action Plan Report.

Poverty means having to watch your spending. Juggling money and deciding what is a priority. Like if you need food shopping but kids need new clothes and shoes
Pennypit Lunch Club parent

Around 20 of the 50 indicators in the Council Plan Top 50 performance Indicators can be used to track progress in tackling and reducing poverty including two indicators that are set out in the Child Poverty (Scotland) Act 2017 as national child poverty measures of child poverty with medium (2023) and longer term (2030) targets.

- **Relative Poverty** – living in a household whose income is less than 60% of median net household income for the year; 2023 target = less than 18%, 2030 target = less than 10%
- **Combined low income and material deprivation** – living in a household whose income is less than 70% of median net household income and experiences material deprivation; 2023 target = less than 8%; 2030 target = less than 5%

These key national measures and targets will have been significantly impacted by COVID so the next set of data for them will certainly show increases in poverty levels and moving away from rather than towards meeting the 2023 targets.

The council is reviewing its performance indicators to take account of the impact of the pandemic. This work will include the development of new equality and poverty indicators and targets. Further work is also being undertaken to identify relevant local data that can be used to supplement the data we get from national sources. A new set of poverty indicators will be established to measure progress with the Poverty Plan.

East Lothian Poverty Action Plan 2021-2023

1. Working and Free From In-Work Poverty				
	Objective	Lead service/ partner	Progress to date	New / Further Actions 2021-2023
1.1	East Lothian Council and East Lothian Partnership should attract good quality jobs into the area, providing opportunities for career progression and in work training to ensure longer-term benefit for both employees and the local economy.	Connected Economy Group	<p>This is a priority within the Council Plan 2017-2022 and the East Lothian Plan 2017-2027 and is the focus of the Economic Development Strategy and the City Region Deal</p> <p>The City Deal Joint Committee have approved a consultation draft Regional Prosperity Framework (RPF) that will consolidate a cohesive regional partnership approach across a broad range of projects and policy areas. The RPF will articulate regional ambition to address pre-existing, current and future economic challenges. Consultation on the RPF will run from 14 June to 26 July 2021.</p>	<p>The East Lothian Partnership's Connected Economy Group is focussed on economic recovery from the pandemic using the Recovery Investment Fund and has several workstreams aimed at increasing good quality job opportunities and supporting people into work and back into work.</p> <p>The renewal of the Economic Development Strategy and supporting Tourism Strategy will be initiated following the completion of the Regional Prosperity Fund.</p>
1.2*	East Lothian should become a 'Living Wage' local authority area and East Lothian public sector partners should lead this process by achieving Scottish Living Wage Accreditation.	East Lothian Council / NHS Lothian	Commitment to the Living Wage is written into the East Lothian Plan. East Lothian Council is not "Scottish Living Wage accredited" but has incorporated the Living Wage into its pay scales.	The Council will apply for Living Wage Accreditation in 2021 and seek to follow the Scottish Government's lead in Fair Work in employment and procurement practices, such as: Statutory Guidance - Addressing Fair Work Practices, including the

			<p>The council is working with Living Wage Scotland to get accreditation.</p> <p>The Council's Sustainable Procurement Strategy (Oct 2020) includes a commitment to Fair Employment and Fair Wages to be built into all relevant contracts</p> <p>Commitment to the living wage is important to the NHS Lothian and has been discussed at board level. At present NHS Lothian employees are all paid the living wage or higher. However NHS Lothian has not yet achieved accreditation due to supply chains and external providers.</p>	<p>Living Wage, in procurement; Best Practice Guidance</p> <p>NHS Lothian will continue to explore how to achieve Living Wage Accreditation.</p>
1.3*	The council will develop a range of options for childcare for working parents and carers including parent led childcare opportunities, social enterprises and other models which support parents to return to or sustain employment/ education.	ELC – Education service	East Lothian Council was working towards implementing the commitment deliver 1140 hours of childcare for 3-5 year olds and eligible 2 year olds from August 2020. The statutory implementation date was delayed until August 2021 due to the pandemic. The council is now providing 1140 hours Early learning and Childcare to all eligible children.	Continue to work with the private and voluntary sector providers to develop innovative ways to deliver Early Learning and Childcare services to meet the needs of our diverse communities and to put in place plans to meet any further requirements to extend Early Learning and Childcare.
1.4*	The council and its partners should develop a focused project to improve skills, confidence and opportunities for parents funding to allow	East Lothian's Local	Working with Wallyford Pilot project – employability support for parents ran over two years in partnership with Wallyford Primary. Outcomes included parents moving into work and to FE.	Continue roll out of the Parental Employment Support Fund (PESF), Working With Wallyford pilot and

	<p>them to return to work or education and lead to better long term outcomes for their young families.</p>	<p>Employability Partnership</p>	<p>Plans developed to roll out to other schools were suspended due to COVID-19.</p> <p>Implementation of the Parental Employability Support Fund (PESF) with funding from Tackling Child Poverty Fund to support parents into work and to progress in work was delayed due to COVID-19 but started early 2021. Aim is to tackle in-work poverty through upskilling, career progression and increase in hours/ income.</p> <p>Paid Work Experience was opened up to all ages and for part-time positions to increase accessibility for parents.</p>	<p>other initiatives to support parents into training and work.</p> <p>Edinburgh College to develop and deliver short skills boost courses for childcare, Health and Social Care and hospitality with guaranteed interviews.</p>
1.5*	<p>Implement Developing Scotland's Young Workforce plan for East Lothian and work with the business community and other partners to provide more support for skills development, focusing on those further from the labour market.</p>	<p>East Lothian's Local Employability Partnership</p>	<p>The Developing Scotland's Young Workforce (DYP) Regional group has established closer working with schools and business including the establishment of a Partnership Group with representatives from both businesses and schools. All partners are actively collaborating to deliver the "Developing Scotland's Young Workforce" recommendations and outcomes,</p> <p>East Lothian Works, in partnership with the DYW Regional Group, have employed three DYW School Coordinators who will work across the six high schools.</p>	<p>Develop suitable pathways for care experienced young people to access Modern Apprenticeships and appropriate support during and after the job application process.</p> <p>East Lothian Works to continue to deliver Kickstart as a Gateway Organisation and an employer and to put in place support to care experienced young people before, during and after the job application process (e.g. offer automatic interviews for Modern Apprenticeships)</p>

			<p>Foundation Apprenticeships contracts have been awarded to East Lothian Works including two frameworks which are now embedded in schools.</p> <p>East Lothian's Local Employability Partnership (LEP). Its focus is the implementation of No-one Left Behind and the Young Person's Guarantee. LEP includes partners from Skills Development Scotland, DWP, Edinburgh College, Health & Social Care Partnership.</p> <p>East Lothian Works is delivering Kickstart as a Gateway Organisation (to private and 3rd sectors) and as an employer and is also delivering an Employer Recruitment Incentive (ERI) – grants to support young people and adults with multiple barriers to move into sustainable job opportunities.</p> <p>East Lothian Works developed the Workforce for the Future policy which outlines opportunities for East Lothian residents to access employability support and work based learning.</p>	<p>East Lothian's Local Employability Partnership to prepare for next phase of No One Left Behind funding (expected April 2022), including working with partners to look at labour market trends and skills gaps to develop appropriate provision</p> <p>Implement Young Person's Guarantee delivery plan for 2021-22 including expanding the number of Employer Recruitment Initiatives / wage subsidies, Modern Apprenticeship opportunities and extend Kickstart opportunities and targeted support for young people with additional barriers, including care experienced and those with disabilities.</p> <p>Edinburgh College to develop new courses to enable increased access by 16-25 year olds and schools college partnership courses aligned to the Pupil Equity Fund.</p>
1.6	Ensure adult learning opportunities incorporate the right provision to ensure people can continue to develop and expand their skills	East Lothian Works / Connected Communities	East Lothian Works continues to deliver Adult Literacy & Numeracy, Employability with integrated literacies and ESOL provision, including ESOL for the Syrian	<p>Implement the new Community Learning and Development Plan</p> <p>Continue to provide access to lifelong learning opportunities, including accredited courses for adults across</p>

	and improve access to Further Education	/ Edinburgh College	<p>Resettlement Programme. All provision was delivered remotely in 2020/21.</p> <p>Skills for Work – partnership with Edinburgh College to deliver community based SQA courses in Early Learning & Childcare and Health & Social Care. Further discussions with college to develop offer based on skills gaps/ job opportunities.</p>	<p>East Lothian to develop skills for the workplace, this includes developing the skills of parents to support their children with learning and for adults to develop appropriate skills for changing labour market.</p> <p>Edinburgh College to increase access for East Lothian residents living in areas of multiple deprivation.</p> <p>Edinburgh college and the students association will work with students facing financial hardship – by delivering bursaries, discretionary funds, digital devices loans and food and travel security projects.</p> <p>Edinburgh College to widen access to individuals affected by poverty and inequality - new access course level provision, outreach into East Lothian for skills boost courses through outreach centres.</p>
1.7	Support volunteering opportunities as a key way in which to build skills and networks for mutual benefit between communities and individuals.	Volunteer Centre East Lothian / Connected Communities Service	<p>A high proportion of young people in East Lothian participate in volunteering activity and skills enhancing activities such as Duke of Edinburgh Award and the Saltire Award</p> <p>Volunteer Centre East Lothian is developing a new Volunteering Strategy for East Lothian.</p>	All partners will support the implementation of the new Volunteering Strategy for East Lothian.

1.8	<p>Deliver the East Lothian Offender Recovery Service (ELORS – Access to Industry) interventions for people with convictions who are seeking entry into Employment, Training or Education</p>	<p>Access to Industry and East Lothian Works</p>	<p>East Lothian Offender Recovery Service (ELORS – Access to Industry) provides individual interventions for people with convictions who are seeking entry into Employment, Training and Education (as per the “No One Left Behind” national employability agenda).</p> <p>East Lothian Works provides funding to Access to Industry for this project. They also receive match funding through the One Council Partnership Fund.</p>	<p>Continue to deliver the East Lothian Offender Recovery Service (ELORS – Access to Industry) programme to support people with convictions to get into employment, training or education and deliver alternative opportunities for people with convictions further along the Skills Pipeline</p>
1.9	<p>Armed forces leavers are aware of and access, education and employment services in East Lothian</p> <p>Improve recognition amongst local business and employers of transferable skills</p> <p>Opportunities are available to armed forces leaver to retrain to secure alternative employment</p>	<p>East Lothian Armed Forces Covenant Group</p>	<p>This has been identified as a priority action for the Armed Forces Covenant Group for development over 2021/22</p>	<p>Work with the Carer Transition Partnership (CTP) to encourage armed forces leavers to access education and employment support in East Lothian - Improved prospects of education, employment and volunteering for armed forces leavers coming to East Lothian</p> <p>Work with the education sector, local businesses, and voluntary sector to skill match and promote education and employment opportunities in East Lothian</p>

2. Financially Included – people have access to income maximisation and money advice

	Objectives and Actions	Lead	Progress to date	New or Further Actions 2021-2023
2.1*	Enhance the impact of independent advice services by improved targeting of income maximisation checks for those who are most vulnerable at the point of need; including, where possible and appropriate, provision of debt and money advice	Communities & Partnerships / Revenues & Benefits services	<p>The Council's contract with East Lothian Advice Consortium (ELAC) is based on targeting advice to those most in need. The outputs and outcomes of the service are monitored quarterly and annually.</p> <p>The new Community Link Worker service operating across all GP practices has been established</p> <p>Carers of East Lothian has a dedicated welfare rights worker to support carers with income maximisation. This post helps to reduce the financial impact of caring</p> <p>Musselburgh CAB has received funding from Citizens Advice Scotland to support the East Lothian Financial Inclusion Network</p> <p>The Macmillan Improving the Cancer Journey service in East Lothian was launched in summer 2021</p>	<p>Continue to work in partnership with East Lothian Advice Consortium (ELAC) and other advice agencies to ensure that independent advice services continue to target income maximisation for those who are most vulnerable</p> <p>Monitor the development of the Community Link Worker service</p> <p>Develop an improved referral system between all services working in East Lothian to encourage closer working and early intervention</p> <p>Support vulnerable young people and families by developing better links and opportunities for coordination between social work and income maximisation services.</p> <p>Support the development of the East Lothian Financial Inclusion Network</p> <p>Develop a more proactive / outreach approach to providing access to advice services</p>

2.2*	Develop the role and remit of the Council's Financial Inclusion service to enhance joint working with other Council services and third sector organisations to provide benefits advice and the Scottish Welfare Fund to local residents in financial insecurity or facing hardship	Revenues Service / Financial Inclusion service	<p>Financial Inclusion Adviser posts established on a permanent basis within the Council's Revenues Service in August 2020 and a full-time permanent Team Leader appointed to manage the wider Financial Inclusion Service in May 2021, which consists of dedicated Welfare Rights service, Macmillan Welfare Rights service, Into Work Employability Welfare Rights service and Financial Inclusion service.</p> <p>Additional funding in 2020 and 2021, including the new winter Fuel Poverty payments, has allowed the Scottish Welfare Fund, to increase the number of people it has assisted</p>	The Financial Inclusion service will support the development of more proactive / outreach approach to providing access to advice services and referrals to the Scottish Welfare Fund
2.3*	Maximise the uptake of new Scottish Security benefits	East Lothian Financial Inclusion Network	Social Security Scotland development team has met with various council and other services and the East Lothian Financial Inclusion Network to share information about their new services and model of working.	The East Lothian Financial Inclusion Network in conjunction with the key public and community sector partners will promote awareness of, and maximise the uptake of new social security benefits as they are rolled out
2.4*	Develop financial inclusion pathways from healthcare services, and increase uptake of Healthy Start/ Best Start grants	NHS Lothian	<p>Midwifery and Health Visiting services were developing a financial inclusion pathway but progress was delayed due to ongoing COVID pressures.</p> <p>Discussions being held with ELHSCP to explore a possible pilot along with a Primary Care financial pathway.</p>	NHS Lothian will develop a financial inclusion pathway for midwifery and Health Visiting services and increase the uptake of Healthy Start/ Best Start grants by, for example, including information when parents register children for a nursery place.

2.5*	Provide access to food for people who are facing food insecurity and address the cases of food insecurity	East Lothian Friendly Food Network	<p>COVID has increased local reliance on community food provisions such as east Lothian Food Bank and other Food and Basics Banks, Fundamental Foods, Our Community Kitchen, and new Food Pantries and Larders</p> <p>Significant support has been provided by statutory bodies, voluntary and community effort to provide emergency food to people during the pandemic.</p> <p>The Fareshare HUB was established in 2020 to support local community food initiatives.</p> <p>NHS Health Improvement Fund has prioritised Improved Nutrition & Reduced Nutritional Inequalities in Early Years and Children in East Lothian and has supported projects that use a community led health approach.</p> <p>The Love Life in Musselburgh project is promoting health food and eating in Musselburgh</p> <p>Funding has been provided to support the development of the East Lothian Friendly Food Network</p>	<p>Continue to support the East Lothian Friendly Food Network and sustainable initiatives to increase access to food, cooking skills and facilitate social interaction with the aim of reducing reliance on emergency food.</p> <p>Promote and abide by the principles set out in the East Lothian Friendly Food Network's Food Charter</p> <p>Explore 'cash first' options to providing support to people acing food insecurity</p> <p>Develop and implement an East Lothian Food Growing Strategy</p>
2.6*	Financial education should be included in the curriculum from an early age to ensure that young people, including care	Education and Children's / Community	This is already covered in the curriculum within maths and numeracy. Some schools also organise a 'Money Week'	Increase financial education and 'life skills' as part of the curriculum

	experienced young people have the financial capability they need for the future.	Housing / Connected Communities	<p>The Council is working with the Bridges Project who deliver life skills training including a tenancy qualification for young vulnerable people. This project is ongoing offering a range of practical skills development. Recently produced and vocational brochure for client group</p> <p>Life skills such as cookery classes are provided by several community projects e.g. via Fundamental Foods, The Ridge in Dunbar, North Berwick Kindness Co-operative and The Bridges Project in Musselburgh</p>	<p>Put in place a learning and development programme for foster carers/ Kinship carers and residential workers to ensure care experienced young people have the financial capability they need for the future.</p> <p>Instigate a programme of training around bank accounts, money management and budgeting for foster carers, kinship carers and residential workers</p>
2.7	Employees should have access to advice services when needed e.g. information about Macmillan Support for those who are affected by cancer	Financial Inclusion Service/ NHS Lothian	Macmillan support – information about welfare related benefits issued to employees who hit sickness trigger points (for any reason, not just cancer diagnosis) advising they may be entitled to financial support and signposting to ELC Financial Inclusion team.	The Macmillan Improving the Cancer Journey service will offer tailored advice and support to people affected by cancer in relation to non-clinical issues including employment, housing and financial inclusion
2.8*	Tackle 'period poverty' by ensuring access to a choice of period products for those who need them	Policy, Improvement and Partnerships/ Education services	Options for delivery of new schemes to provide period products, including a pilot scheme have been put in place	Continue to Implement the preferred scheme to deliver access to period products and promotes choice in Schools and the community

3. Having a Home – a decent, affordable, warm and dry home

	Objectives and Actions	Lead	Progress to date	New or Further Actions 2021-2023
3.1*	Increase supply and range of affordable housing options	ELC – Housing Strategy and Development	<p>Increasing the supply and range of affordable housing options and in particular the supply of socially rented stock are key components of the new Local Housing Strategy 2018-2023 which was approved by East Lothian Council. 438 'social houses' have been built in the last three years</p> <p>2018/19: ELC: 20; RSL: 83; Other: 34 2019/20: ELC:104; RSL: 28; Other: 34 2020/1: ELC: 94; RSL: 36; Other: 5</p>	<p>The Housing Strategy and house completion targets will be reviewed in 2021 to take account of the impact of COVID-19</p> <p>Implement the Wheelchair Accessible Housing targets across all tenures (Housing Strategy & Development / Planning)</p> <p>Increase the supply of accessible and adaptable provision, suitable for those with mental ill health, autism, and/or learning disabilities to ensure they can remain in communities they are from.</p>
3.2*	Increase supply of appropriate temporary accommodation to reduce the reliance on B&B accommodation and provide improved long-term outcomes for those who find themselves homeless.	ELC – Community Housing/ Homelessness service / Housing Strategy & Development	<p>The Council's Homelessness Action Plan was published in Nov 2017.</p> <p>Annual Rapid Rehousing Transition Plan update to be prepared annually. The key aims of Rapid Rehousing are to end rough sleeping; transform the use of temporary accommodation; and contribute to ending homelessness across Scotland.</p> <p>Sustainable Housing On Release for Everyone (SHORE) Procedures in place and dedicated staff recruited. Data sharing agreements between the</p>	<p>Implement the Rapid Rehousing Transition Plan</p> <p>Implement Housing First initiatives including specific gendered response for women subjected to domestic abuse with co-occurring mental ill health and/or substance misuse.</p> <p>Implement prevention guidance as per the Scottish Government's Prevention Review Recommendations for at risk groups; specifically, young people leaving care, people subjected to domestic abuse, people leaving</p>

			<p>Scottish Prison Service and ELC complete. Process for delivery of SHORE running between Housing, Justice Social Work and Edinburgh prison.</p>	<p>prison, people with No Recourse to Public Funds (NRPF), people leaving hospital without suitable accommodation and people leaving the armed forces.</p> <p>Implement Sustainable Housing On Release for Everyone (SHORE) standards across all tenures for people leaving prison.</p>
3.3*	Increase the awareness and uptake of energy efficiency advice and improve tenant and owner understanding of energy efficiency across all tenures	Housing Strategy & Development / Estates	<p>Energy efficiency advice and information is provided to households in all tenures via Changeworks.</p> <p>The Council's 'Scheme of Assistance' to help homeowners, private landlords and private tenants to repair, maintain, improve and adapt their properties was delayed due to limited resources.</p> <p>East Lothian Council commissioned Changeworks to complete a Local Heat and Energy Efficiency Strategy in the private rented sector. This has increased knowledge of fuel poverty and energy efficiency in the sector.</p> <p>From 2020, Energy Efficiency Scotland supports building owners, homeowners and landlords to improve their buildings and heating systems to reach the required energy ratings.</p>	<p>Implement the Scheme of Assistance and Below Tolerable Standards Strategy.</p> <p>Deliver a Local Heat and Energy Efficiency Strategy when it becomes a Statutory Duty by 2023.</p>

3.4*	Reduce Fuel Poverty	Community Housing and Housing Strategy & Development / Estates	<p>The Local Housing Strategy outlines a range of measures to reduce fuel poverty. The strategy has been adopted and targets set up to 2023.</p> <p>The Community Housing service and the Council’s Transformation team are exploring options around renewable energy (including solar PV installation), bulk buying, heat exchange, battery storage and cheaper preferred energy supplier for council housing.</p> <p>From 2020, Energy Efficiency Scotland will support building owners, homeowners and landlords to improve their buildings and heating systems to reach the required energy ratings.</p> <p>In 2020 the council negotiated a low energy tariff for East Lothian residents with People’s Energy</p> <p>In winter 2020 and 2021 the Scottish Welfare Fund administered a new Fuel Poverty Fund to provide grants to assist people with fuel bills</p>	<p>Improve knowledge of the levels, extent and nature of fuel poverty and energy efficiency of housing</p> <p>Continue to provide / facilitate services to maximise household income / reduce household debt</p> <p>Continue to target energy efficiency advice at households most at risk of fuel poverty</p> <p>Support measures to reduce the cost of fuel to households and communities where practical</p> <p>Continue to explore options around renewable energy (including solar PV installation), bulk buying, heat exchange, battery storage and cheaper preferred energy supplier for council housing.</p>
3.5*	Take a preventative approach to homelessness	ELC – Community Housing/ Housing Options Team	<p>The Tenancy Support Service and Pre-tenancy support services are continuing. Pre-tenancy support is one of the themes of the Homelessness Action Plan (see 3.2 above)</p>	<p>Continue the Tenancy Support Service and the Pre-tenancy Support offered by Housing services as part of their preventative approach to homelessness</p>

3.6*	Continue to implement the Minimum Standard of Accommodation at the Gypsy Traveller site and work with residents to identify further improvements needed in line with the new Scottish Government Gypsy Traveller Strategy	East Lothian and Midlothian Councils (it is a shared site)	Improvement Plan for Gypsy / Travellers with a focus on existing accommodation and recommendations agreed in September 2020	Implement the Improvement Plan for Gypsy Travellers
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4. Educated – reduce the attainment gap and raise the attainment and achievement of our children and young people				
	Objectives and Actions	Lead	Progress to date	New or Further Actions 2021-2023
4.1*	East Lothian Education service will develop clear policies to reduce inequality in schools, and develop a whole school approach to raising awareness of the impact of poverty on education and what education can do to mitigate poverty and break the cycle of poverty.	ELC – Education and Children’s Service	<p>The Edinburgh guide to poverty has been disseminated to schools. Parent Councils received Cost of School Day support materials and were asked to consider these when planning their annual fundraising calendar with their school. There have been discussions about the introduction of a more generic uniform (with an associated schools badge) for schools in individual clusters.</p> <p>An ‘Included, Engaged and Involved’ policy is in place that seeks to ensure that all learners are engaged in learning, and have equal access to support them to attend and succeed.</p>	<p>Implement a monitoring / tracking tool for broad general education to help to identify and monitor the attainment gap and to prioritise key improvements required</p> <p>‘Poverty, Equality and Inclusion Toolkit’ for Early Years Services and related training is being developed. School Reviews and Service level Agreements include a focus on poverty and the use of SIMD and other data to demonstrate school commitment and progress to reducing inequalities in schools.</p> <p>Raise awareness and understanding of the impact of Child Poverty by delivering the 1 in 5 training to Head Teachers, teachers and school based staff and deliver briefings and training sessions to Children’s Services staff.</p>
4.2*	Schools need to develop a real understanding of the way in which poverty affects attainment and work to reduce	Education and Children’s Service	There is ongoing monitoring of attainment by SIMD, and other factors including exclusion rates.	The framework for the implementation of the Pupil Equity Fund (PEF) will continue to support schools to plan interventions that impact positively on

	the poverty related attainment gap		<p>Equity and Excellence Officers in the Early Years team are working with eight primary schools and Olivebank to reduce poverty related attainment gap</p> <p>The Raising Attainment Strategy, which aims to provide a relentless strategic focus on raising attainment has four workstreams including the Poverty Related Attainment Gap workstream.</p>	<p>outcomes for learners who are affected by poverty.</p> <p>Ensure the recommendations of the Poverty Related Attainment Gap Workstream support schools to reduce the poverty related attainment gap and evaluate the effectiveness of their PEF interventions.</p>
4.3*	Expand efforts to address food insecurity and 'morning hunger' for children and young people to improve their overall well-being, their ability to engage and participate and ultimately achieve and attain	Education and Children's Service / Connected Communities	<p>£30,000 of 'Holiday Hunger/ food insecurity' funding has been baselined in the Council's Education budget and is distributed via Connected Communities'</p> <p>Significant developments in providing food for vulnerable children – including Free School Meals, payment of a Free Schools Meals allowance via BACS, and lunch clubs – have taken place through the COVID pandemic</p>	Support the implementation and roll out and take of the Scottish Government's initiatives to tackle food insecurity among children and young people including extension of Free School Meal provision throughout the year and to additional age groups, introducing a new Healthy Milk Snack and providing wrap around care, including breakfast and after school provision for vulnerable children
4.4*	Reduce the digital divide and digital exclusion among children and young people, including are experienced young people	ELC – Education and Children's Service (Schools Digital Group) / Connected Communities	<p>The Education service and Schools Digital Group are developing an approach to the Senior Phase using IT to enhance and support delivery of the curriculum.</p> <p>There have been significant developments in digital learning and provision of chromebooks and other</p>	Schools will further develop how they use their existing digital resources to support wider engagement and development of digital skills to underpin the curriculum, and support children, young people and their families to engage with learning.

			<p>devices to pupils as a result of the pandemic</p> <p>Connecting Scotland initiative has provided children and families (including Care Experienced Young People) with free digital devices and wifi.</p>	<p>Particular focus will be taken of the digital needs of care experienced young people</p>
4.5*	<p>Increase the number of residents from specific target groups accessing local sport and leisure facilities at reduced rates, including a review of peak time access for those with Leisure Cards</p>	<p>Active Schools & Enjoy Leisure</p>	<p>The Access to Leisure scheme has been updated to reflect the changes to Universal Credit.</p> <p>Developments being planned include:</p> <ol style="list-style-type: none"> 1. Offering Free Active School activities to those entitled to Free School Meals and all Care Experienced Young People and exploring potential to expand this to include young carers 2. Recycling sports equipment 3. Establishing East Lothian Sports Club Membership Scheme 4. Establishing Walk With School and Connected Community Access Funds. 	<p>Design and promote encompassing "Reducing Barriers to Sport & Activity" booklet</p> <p>Promote, monitor and evaluate impact of the developments of the Access to Leisure Scheme.</p> <p>Review the peak time access for the leisure card (currently can only be used from 9-4 Mon to Thurs).</p>
4.6*	<p>Support from the Start local initiatives to support the best start in life for children and young people</p>	<p>NHS Lothian, Support from the Start</p>	<p>Support from the Start groups continue to operate across the county. They are being supported by the Parenting and Family Support Co-ordinator</p>	<p>Continue to support 'Support from the Start' groups</p>
4.7*	<p>Work with Parent Council's and PTA's to raise awareness of the impact of poverty and the cost of the school day.</p>	<p>Education/ NHS Lothian / Connected Communities</p>	<p>COVID has restricted opportunity to work with Parent Councils and PTAs</p> <p>Parent Councils have been briefed and provided with Cost of School Day</p>	<p>Continue to raise awareness of the impact of poverty and the cost of the school day including:</p>

			support materials and a request to include annually on the agenda when considering their in collaboration with school staff	<ul style="list-style-type: none"> • Considering the cost implications of fund raising activity and the impact of other hidden costs of the school day • Taking innovative approaches to reducing the cost of the school day • Family and community-based learning and the CLD Plan
4.8*	Provide additional targeted support for those families at particular risk of hardship and vulnerable and disadvantaged children and young people, including those with care experience, and their families, to engage better with education	Education and Children's Services	<p>Six teachers and six family support workers have been recruited on a temporary basis.</p> <p>The team will comprise the above posts and the Virtual Head Teacher, Principal Teacher GIRFEC, Children's Services Team Leader and the Parenting and Family Support Co-ordinator.</p>	<p>Establish an Inclusion and Wellbeing Support Team for the provision of additional targeted support for those families at particular risk of hardship.</p> <p>This will involve interventions which will directly support individuals and families to engage effectively with learning, particularly in situations where vulnerability and deprivation are factors. This could include provision for children with additional support for learning such as additional or enhanced tutoring and mentoring programmes.</p>

5. Healthy and Well – people in East Lothian are enjoying healthier lives and health inequalities are eliminated				
	Objectives and Actions	Lead	Progress to date	New or Further Actions 2021-2023
5.1*	Reduce health inequalities	NHS Lothian / Health & Social Care Partnership	<p>The IJB’s Strategic Plan includes the golden thread ‘equality and diversity, including tackling health inequalities and discrimination’, as well as the following priority – ‘we want to reduce inequalities, break the cycle and impact of deprivation and support and protect the vulnerable in our communities’.</p> <p>NHS Health Improvement Fund projects within East Lothian to target inequalities. These projects include physical activity for older and young people, improved nutrition in early years and children, Mental wellbeing in children and access to baby equipment and clothes. These projects have been further funded for 1 year until March 2022.</p>	<p>Work is about to commence on the next iteration of the IJB Strategic Plan (the current one runs up to 2022), this will also have a focus on health inequalities and will cross reference the East Lothian Poverty Plan.</p> <p>Tackling Type 2 diabetics – interagency whole systems approach as part of the obesity strategy will look at tackling structural influences such as poverty</p>
5.2	Support those with additional health needs or disabilities through person centred approaches and investment in modern technology which enable people to maintain their independence, self-esteem	Health & Social Care Partnership	<p>The person centred approach to delivering health and social care to enable people to maintain their independence, self-esteem and established social networks is a key part of the IJB’s Strategic Plan. Specific projects include:</p>	<p>Continue to develop and implement self-directed support where personal budgets can be used to meet outcomes for children and young and their families including:</p> <ul style="list-style-type: none"> • Telecare (TEC) – work ongoing around embedding TEC in the

	and established social networks is important.		<ul style="list-style-type: none"> • Get Connected East Lothian project - Strengthening the universal offer to children and young people with additional support needs • Individual budgets – 22 care leavers accessed a £500 personal budget to support them meet a personal aspiration. • Mental health personal budget – the 15+ team are currently testing a personal budget approach to supporting young people. 15 care leavers can apply for a budget of up to £300. 	<p>heart of the assessment and support planning process is fundamental to developing our (H&SC) approach to maintain independence.</p> <ul style="list-style-type: none"> • Try another way – Doing things differently; joint work with Social Work Scotland and In Control (Scotland) to test out the use of personal budgets in supporting children and families to stay together.
5.3	Improve access to adult mental health services	ELHSCP	<p>The CWIC (Care When it Counts) Mental Health multi-disciplinary team was established in April 2020 to enable individuals with mild to moderate mental health concerns to quickly access mental health support.</p> <p>CWIC Mental Health staff can signpost patients to sources of support, potentially including financial inclusion services. They can also refer patients to Community Link Workers who may advise regarding sources of support with money issues.</p>	<p>Implement the actions from the first stage of the review of Mental Health services.</p> <p>The Care When it Counts Mental Health team will link into the Primary Care Financial Inclusion Pathway</p>

5.4*	Improving children and young people's mental health and wellbeing.	East Lothian Children's Strategic Partnership	One of three priorities in the Children & Young People's Services Plan (2020–23) is "improving children and young people's mental health and wellbeing". This includes a range of actions related to workforce development, intervention and prevention and the development of community based support and services to support children and young people's mental health and wellbeing.	Implement the Children & Young People's Services Plan (2020–23) to improve children and young people's mental health and wellbeing.
5.5	Tackle the growing problem of social isolation	Connected Communities/ VCEL	COVID has exacerbated social isolation for many and highlighted a long-standing issue. Many community groups have developed during the past few years offering befriending and a number of new community food initiatives have been established which address the dual issues of food insecurity and loneliness.	Support community based initiatives to reduce to social isolation Develop the 'Get Connected' model for children and young people experiencing social isolation.
5.6	Improve the Cancer Journey for people affected by Cancer	NHS Lothian and Macmillan	The Macmillan Improving the Cancer Journey service will be available in East Lothian from August 2021. This Link Worker service provides person-centred support focused on helping people affected by cancer to access information, advice, resources and services in order to manage non-clinical issues that are important in their lives.	Roll out the Macmillan Improving the Cancer Journey service in East Lothian from August 2021

6. Resilient and Well Connected – resilient and well connected individuals and communities; connected public services taking a prevention and early intervention approach to tackling poverty

	Objectives and Actions	Lead	Progress to date	New or Further Actions 2021-2023
6.1	<p>All sectors and communities work in partnership to take a prevention and early intervention approach to reduce poverty and tackle the causes of poverty</p> <p>Build on the experience of COVID to continue to support communities to be resilient and</p>	East Lothian Partnership/ Connected Communities/ VCEL	<p>Area Partnership Locality Plans are being reviewed to take account of COVID impact and review local priorities with Area Plans.</p> <p>A new Community and Development Plan in development 2021 to assess COVID impacts and priority action to tackle issues identified. This will build on positive aspects of community spirit and resilience, volunteer efforts etc.</p>	<p>Review, refresh and implement Area Plans with a focus on reducing inequalities and poverty</p> <p>Implement the new Community and Development Plan</p>
6.2*	<p>Reviewed delivery of family support across East Lothian to improve co-ordination and links with other relevant services</p>	Children's Services	<p>The Musselburgh Family Focus service is now known as 'Our Families Project' and the team which includes posts funded through the Edinburgh and South East Scotland Region Deal is now in place. The service includes family wellbeing and support, money advice, and employability support. The team is working within three primary schools of Pinkie St Peters, Wallyford and Whitecraig.</p>	<p>Deliver the 'Intensive Family Support Service' in Musselburgh East alongside the 'Our Families' Project</p> <p>Implement the re-design of inclusion and family support services and the closer links with other Children's services, Education and East Lothian Works</p>

6.3	Address the Digital Divide	Connected Communities	<p>East Lothian Council is continuing to explore options (providers and cost) for further roll out of free wifi in town centres and public spaces. A joint bid with neighbouring authorities was made for funding from the UK Government's City Fibre Network funding.</p> <p>Scotland's Tech Army is working with the council and local businesses to support e-commerce, initially focussed on Dunbar)</p> <p>People Know How - digital inclusion support funded via One Council partnership fund to complement the Connecting Scotland initiative.</p> <p>Review of digital capacity within community buildings; some network upgrades required.</p>	<p>Increase access to wifi in public spaces including maximising the use of existing IT resources across the county.</p> <p>Review the Digital Inclusion Strategy.</p> <p>Explore introduction of non-commercial tariff for digital broadband to be available to all social housing tenants and develop access to WiFi and broadband.</p> <p>Edinburgh College to promote travel support and digital inclusion for East Lothian students at the College; increasing take up of travel bursaries increasing take up of digital device loan scheme, promoting sustainable travel options like lift share schemes.</p>
6.4	East Lothian will have well connected communities with increased use of sustainable transport modes to access services and amenities.	Roads Services	<p>The Council adopted the local Transport Strategy on 30th October 2018 – implementation is ongoing.</p> <p>The Council has introduced a trial journey hub at The Brunton to integrate modes, and is working with public transport partners to expand the concept into Wallyford park and ride.</p> <p>The Council has bid into the Bus Partnership fund to develop appropriate bus journey time enhancement to</p>	<p>Develop a more integrated travel solutions that better meet local need, particularly in more rural areas.</p> <p>The Council working in partnership with Sustran, Fife Council, Liftango, Via, Fuse and Prentice coaches to explore opportunities for an integrated ticketing transport planning eco-system, developing the concept of door to door journeys across multi-transport modes.</p>

			encourage modal shift, improve bus penetration and increase bus patronage.	
6.5	Consider the potential of the development of a bus pass scheme allocating free travel passes to individuals who are returning to work or education or those who require it to support them to improve their life chances e.g. to access free childcare provision.	Transport services and East Lothian Works	<p>East Lothian Works is investigating the potential costs involved in supporting this recommendation</p> <p>Scottish Government plan a new national concessionary travel scheme which will provide free bus travel for u19s - currently out for consultation.</p> <p>City Deal Workstream: Workforce Mobility Project which aims to deliver sustainable interventions that reduce barriers in the region.</p>	<p>Implement and support the extension of national travel concessionary and promote the Free Bus Travel scheme for under 22yr olds</p> <p>Support the Workforce Mobility Project</p>

7. Empowered and Responsible - citizens and communities are empowered to influence policy and the council and partners take responsibility to reduce poverty

	Objectives and Actions	Lead	Progress to date	New or Further Actions 2021-2023
7.1*	Ensure people with lived experience of poverty and inequality have an input into the development and monitoring of policies and actions aiming to reduce poverty and inequality		<p>Commitment to engage with, listen to and take on board the views and experience of people with ‘lived experience – experts by experience’.</p> <p>Within Children’s Services this is being done through the Champions Board; a new Promise Implementation Officer; and, Partners in Redesign Panel</p>	<p>People with lived experience will be actively engaged in the East Lothian Poverty Partnership, monitoring implementation of the Poverty Plan and development of the next Action Plan</p>
7.2	East Lothian Council and the East Lothian Partnership will continue their strong commitment to tackling poverty and inequality as a core ambition. Organisational leaders will promote the vision for a fairer and more equal East Lothian gaining full organisational buy in to achieving real change.	East Lothian Partnership	<p>The East Lothian Plan 2017-2027 (our Local Outcome Improvement Plan) adopted by the Partnership in September 2017 includes a commitment to reduce inequalities, ‘especially in the light of the work of the East Lothian Poverty Commission’.</p> <p>The Plan’s three themes – Prosperous, Community-minded and Fair – encompass commitments to reducing inequalities.</p> <p>The Plan also includes a specific poverty related outcome: <i>‘We tackle the causes and effects of poverty in East Lothian and we reduce the gap between the richest and poorest people.’</i> One of the actions detailed as contributing to this outcome is</p>	<p>East Lothian Council and the East Lothian Partnership will continue their strong commitment to tackling poverty and inequality as a core ambition and provide leadership to ensure the Poverty Plan is implemented</p>

			implementation of the Poverty Action Plan	
7.3*	East Lothian Partnership partners should continue to use the Integrated Impact Assessment processes as a tool to understand the impact of decisions in relation to poverty	ELC – Corporate Policy & Improvement NHS Lothian ELHSCP	Integrated Impact Assessment, which incorporates the duty to assess socio economic impacts, is being used by East Lothian Council and NHS Lothian It now includes Care Experienced Young People; Fairer Scotland Duty and Human Rights considerations	The Integrated Impact Assessment (IIA) will be reviewed to ensure it incorporates the Children’s Rights Impact Assessment A training programme will be established to ensure staff are aware of, understand and effectively use the IIA process
7.4	Commitment to Community Empowerment to enable further involvement of local communities including the development of Participatory Budgeting	East Lothian Partnership	East Lothian Council has devolved significant budget spend (£1.85m in 2019/20) to the six Area Partnerships to make spending decisions. Several Participatory Budgeting pilots were run by Area Partnerships in Musselburgh and Preston Seton Gosford.	The council will develop proposals to ensure it continues to meet the commitment that 1% of revenue budgets will be devoted to mainstreaming Participatory Budgeting
7.5	Ensure that all areas of East Lothian continue to be supported in tenant participation activity, giving residents a range of opportunities for local involvement that suit them.	ELC – Community Housing in partnership with ELTRP	In October 2017 the Council’s tenant scrutiny framework won a Gold Standard award from the Tenants Information Service (TIS) and Scotland’s Housing Network. The award recognises the level of customer participation, engagement, and influence	A new Tenants Participation Strategy has been developed in partnership with ELTRP. Increase tenants awareness of rights in the Private Rented Sector (Liscencing / Housing Strategy & Development / Housing Options Team)

7.6	Develop relevant poverty awareness and sensitivity training for all those working in service design and delivery and those involved in making funding decisions at local community level.	ELC – Corporate Policy & Improvement	East Lothian Council has produced a Poverty Awareness e-learning training module which is available to all Council staff and on the e-learning community platform.	Review and relaunch of the 'Understanding Poverty' E-learning module targeted at all staff and available to community groups
7.7	Ensure that the voices of those experiencing disadvantage are included within Area Partnerships so that they are informed by a sound understanding of poverty and inequality	ELC – Communities & Partnerships	<p>East Lothian's Area Partnerships are well established as vehicles to enable local people to work together to make decisions about funding to address their locally agreed priorities. Area Partnership members have a good understanding of inequalities in their area. Locality Plans are focused on reducing inequalities based on evidence of poverty and inequality from the ward profiles.</p> <p>The Connected Communities service was established in April 2020 to help strengthen links across community organisations, third sector, and council services.</p>	The Council and its partners will continue to work toward building community capacity, leadership and resilience and responsibility to enable and empower local communities to take forward initiatives which mobilise community spirit to tackle poverty and inequality and make a positive difference in people's lives.

REPORT TO: East Lothian Council
MEETING DATE: 16 November 2021
BY: Chief Social Work Officer
SUBJECT: Chief Social Work Officer Annual Report 2020/21

6

1 PURPOSE

- 1.1 This report presents to members the Chief Social Work Officer Annual Report for 2020/21. The report is attached at Appendix 1.

2 RECOMMENDATIONS

- 2.1 The Council is asked to consider the content of the 2020/21 Annual Report of the Chief Social Work Officer (CSWO) and its implications for the provision of social work services in East Lothian and their role in assuring the safety and welfare of vulnerable children and adults across the county.

3 BACKGROUND

- 3.1 The requirement that every local authority should have a professionally qualified CSWO is contained within Section 45 of the Local Government (Scotland) Act, 1994. This report is prepared in line with the national guidance – The Role of the Chief Social Work Officer – published by the Scottish Government in 2016. Further, this report fulfils a statutory requirement for the CSWO to produce an annual report on the activities and performance of the social work service within East Lothian.

- 3.2 Give the workload implications of the pandemic, the government's chief social work advisor set out a requirement for this year's report to focus on the following areas:

- Governance and accountability arrangements
- Service quality and performance
- Resources
- Workforce
- COVID-19

- 3.3 The report reflects the strategic and operational delivery of services across children’s (social work) services, justice social work, and adult social work services. It provides an overview of the professional activity for social work and social care in East Lothian through the delivery of the statutory functions and responsibilities held by the Chief Social Work Officer.
- 3.4 The timeframe of this report broadly aligns to the first year of the COVID-19 pandemic, and charts the impact of three periods of lockdown to public and private life. It sets out the reality of delivering social work services within the context of a pandemic where the public’s concern with risk and vulnerability, the core business of social work, was heightened and more visible than ever before, yet with severe limits to the capacity of services to meet the expectation of keeping people safe.
- 3.5 At the heart of the social work profession lies a commitment to enabling and supporting vulnerable individuals to make positive, safe and sustainable changes to their lives to achieve the best outcomes for them, their families and communities as a whole. Sustaining this commitment within the context of the pandemic and the resulting pressures on people, families, services and staff has been and continues to be a significant challenge. Our workforce is to be commended for their ongoing dedication, and striving to uphold the professional social work values of balancing risk and enablement, choice and control in the delivery their work.
- 3.6 The landscape for all Council services will change over the coming years as a consequence of COVID-19 and statutory social work and social care will be required to adapt to ensure we support the recovery, rising demand and renewal associated with protecting and caring for our most vulnerable citizens and all those who are at risk in our communities. The potential changes ahead for all aspects of social work and social care as a result of the proposals that have emerged from the independent review of adult social care must be recognised and understood. Maintaining stability across social work services in this time of flux and uncertainty is essential.

4 POLICY IMPLICATIONS

- 4.1 There are no direct policy implications of this report. However, the report highlights the areas of practice, service delivery and policy that will require further review as the full impact of the pandemic on services becomes clearer.

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 are no financial implications arising from the report; however, it does refer to the financial challenges facing the delivery of social work and social care services.
- 6.2 Personnel - None
- 6.3 Other – None

7 BACKGROUND PAPERS

- 7.1 Chief Social Work Officer Report 2020/21 attached at Appendix 1

AUTHOR'S NAME	Judith Tait
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DATE	18 October 2021

East Lothian

Chief Social Work Officer Annual
Report 2020/21

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1. Introduction

This timeframe of this report broadly aligns to the first year of the COVID pandemic, and charts the impact of three periods of lockdown to public and private life. It sets out the reality of delivering social work services within the context of a pandemic where the public's concern with risk and vulnerability, the core business of social work, was heightened and more visible than ever before, yet with severe limits to the capacity of services to meet the expectation of keeping people safe.

Overnight, the infrastructure by which social work delivers its statutory functions was at best significantly restricted and in some parts, closed down. Emergency legislation was enacted in April that extended statutory timescales for some duties, and relaxed some expectations for people using services to have their views considered and voices heard within a timely manner. Most social workers were working from home and the majority of face to face contact with service users ceased apart from with people deemed to be at the highest level of risk. Children living away from home were not always able to spend time with their family.

Building-based day care services ceased to operate for the most part. Social care support to enable people to live safely in their own home continued within a very challenging context of staff being worried about their own health, and anxious about the safety and wellbeing of those they were working with. Providing clinically safe residential care for older people, adults and young people became a priority, with the need to balance preventing and controlling infection with the protection of rights and choices and quality of life.

In short, every aspect of how we deliver social work and social care was affected. For a profession that is centred on relationships and using these relationships to help people change, cope with adversity, provide care and support and behave safely towards others and themselves, I would argue that it has been impacted more than many others. Our social work and social care workforce must be commended for their dedication and commitment during in such challenging circumstances and I thank them for this.

Safe and effective social work practice relies on positive professional relationships and close joint working with a broad range of council and health services and other key national and local stakeholders. Vulnerable children, young people and adults live across all of our communities and rely on universal and community services to provide support in conjunction with targeted social work interventions. Recognising the complexity of the social work task and maintaining stability within and between services will be essential as we navigate the potential opportunities and risks arising from the review of adult social care.

Key achievements in 2020/21

- Delivering a critical business response across services to lockdown restrictions whilst maintaining the focus on risk and vulnerability to the public and the wellbeing and welfare of the social work workforce.
- Adapting relationship-based services to the virtual working environment, finding new ways of connecting safely with stakeholders.
- Success in foster carer recruitment maximising the opportunities presented by COVID legislation to the arrangements for assessment and approval.
- Progressing the whole-service Redesign of Children's Services for Better Outcomes
- Implementing integrated, multi-disciplinary responses and strong partnership approaches to the oversight, governance and support for care homes in East Lothian.
- Progressing the community transformation programme of services for younger adults with complex needs and day services for older adults
- Continued delivery of the carer's strategy with completion of the procurement exercise
- Redesign of adult statutory services to strengthen the coordination and oversight of justice social work, community justice and mental health officer functions
- Developing the leadership of justice social work and community justice through outcome-focused business planning, implementing a self-evaluation evaluation programme and strategic needs assessment.

2. Governance and accountability

Social work and social care services play a vital role in championing and addressing the impact of poverty and inequality in the lives of vulnerable people and are well placed to inform the prevention and early intervention agenda that is embedded in the key strategic plans for East Lothian. Most social work functions take place within the context of joint operational working with colleagues within the H&SCP and council services and across key partner agencies including the third sector. The CSWO is a member of the council's CMT, a non-voting member of the IJB and a member of the key strategic partnerships that lead and direct the work to protect and improve the lives of vulnerable people:

- East and Midlothian Public Protection Committee (EMPPC)
- East Lothian Partnership Governance Group (Community Planning)
- East Lothian Children's Strategic Partnership (CSP)
- East Lothian Community Justice Partnership (CJP)
- MELDAP (Mid and East Lothian Drug and Alcohol Partnership)

The CSWO meets regularly with and reports to the council's chief executive. The CSWO attends East and Midlothian Critical Services Oversight Group (chief officer group) for public protection in an advisory capacity; is a member of the EMPPC and sub-groups for performance and quality improvement and ICR/SCRs and has recently taken over as chair of the offender management sub-group of the EMPPC. The CSWO is a non-voting member of the IJB and is a member of the clinical and care governance committee. The latter provides an important opportunity for oversight and assurance of key service and practice achievements and risks across adult and justice social work services. The CSWO represents East Lothian and is depute chair of the Lothian and Borders MAPPA strategic oversight group.

Role of the CSWO in assuring social work practice.

As head of children's services and CSWO, it is important to balance the challenge of maintaining sufficient objectivity in line management and strategic decision-making alongside accountability for professional practice standards and the safety of service users. The human and financial impact of the pandemic on council and IJB services continues to test this balance further. It is essential for the CSWO to have opportunities to have a "window into practice" in order to remain connected to the core business and standards of assessing and responding to risk and need for vulnerable people. This is achieved through:

- the role of agency decision maker endorsing decisions of the fostering and adoption panels;
- authorising decisions about secure care placements and monitoring assessments and plans of young people whose liberty has been removed;
- chairing senior officer resource panels and reviewing plans of children placed in external resources;
- Implementation of the performance and care governance framework in children's services;
- Membership of the East Lothian care home oversight group
- Core member of multi-agency meetings (Large Scale Investigations and strategy meetings) to consider risks to service users in regulated care services.
- Strengthening the arrangements for oversight of local authority welfare guardianship applications;
- Single Point of Contact for Contest: Prevent
- Monitoring of MAPPA business and membership of MAPPA 3 meetings;
- Member of ICR/SCR sub-group for public protection
- Principal counter-signatory for SSSC endorsements

In 2019, the Children and Young People's Commissioner for Scotland began an investigation into the procedural protections that exist around decisions to place children in secure accommodation. It was due for publication within the timeframe of

this report, but delayed by the pandemic until June 2021. Given that this related to practice from 2018/19, it is appropriate to reference it and the actions taken as a result within this report.

CSWOs have a statutory duty to protect the human rights of children placed in secure accommodation by ensuring they have been consulted in decisions, to have those decisions recorded and explained, and to be informed of their rights to appeal. The investigation concluded that across Scotland there were deficiencies or inconsistencies in some aspects of process. In East Lothian the investigation provided a useful driver for identifying and addressing these and all improvement actions have since been implemented. CSWOs had concerns over the narrowness of the approach taken by the Commissioners' investigation. We perceived that the focus was more on whether certain letters were issued, than whether children and young people did or did not understand the situation and their rights about which in East Lothian we were confident was the case.

The IJB chief officer supports the role of the CSWO in providing professional accountability for social work practice in the services delegated to the IJB. Senior social work managers in adult services consult with the CSWO about practice issues. Regular meetings for social work managers across children's, justice and adult services with the CSWO provide important opportunities to discuss cross-cutting themes, feedback from national meetings such as Social Work Scotland CSWO network and standing committees and an opportunity to reflect on practice challenges and dilemmas. During 2020/21, the frequency of these meetings increased to monthly to provide a supportive "space" for managers in recognition of the impact of the COVID restrictions on social work practice and the increased risks to vulnerable people of a reduced face to face service offer.

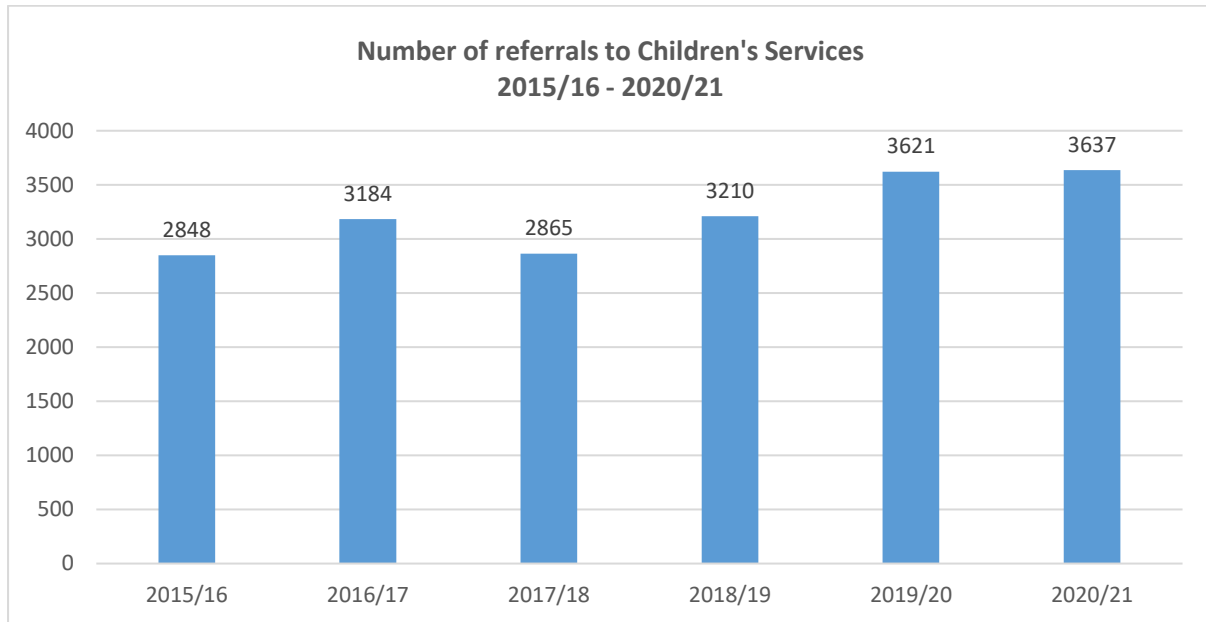
3. Service Quality and Performance

Children's Services

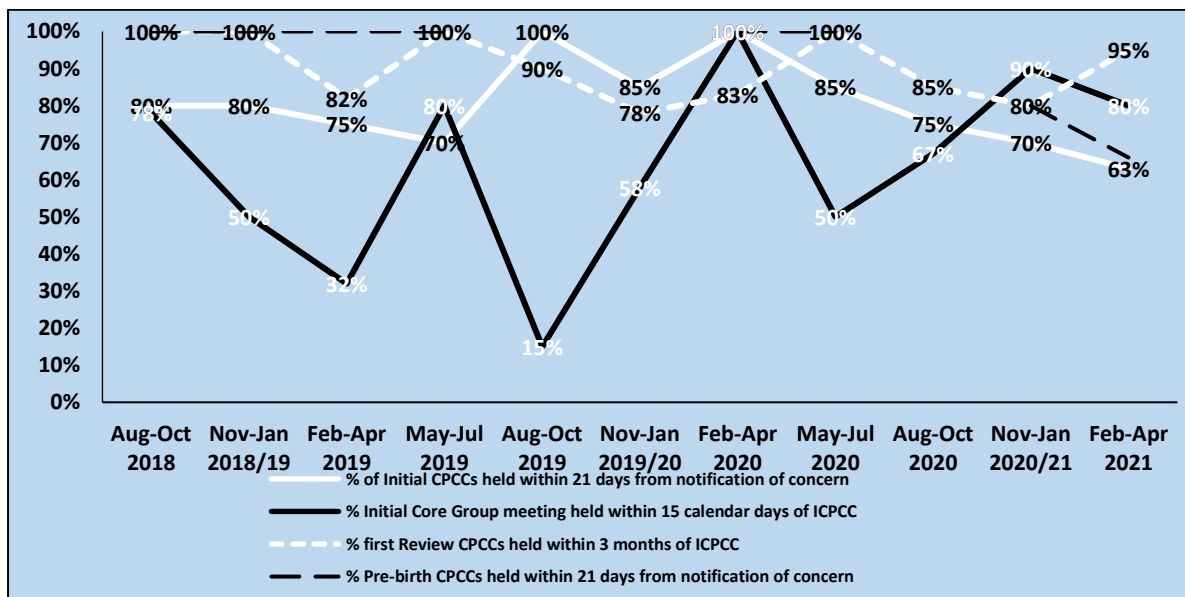
The COVID lockdown restrictions brought immediate and significant challenges to the safe and effective delivery of the children and families social work service. The service adapted well, business continuity arrangements were implemented effectively and managers worked tirelessly to support frontline staff who carried the heavy burden of holding additional levels of risk with reduced access to the main tool of our trade – the capacity to sustain meaningful relationships through face to face contact. The transition to online and virtual working has presented opportunities and brought unexpected benefits that we will build on. However, there will be long-term impacts on the quality and pace of frontline practice and decision making for vulnerable children as a result of the last 18 months.

Duty / front door

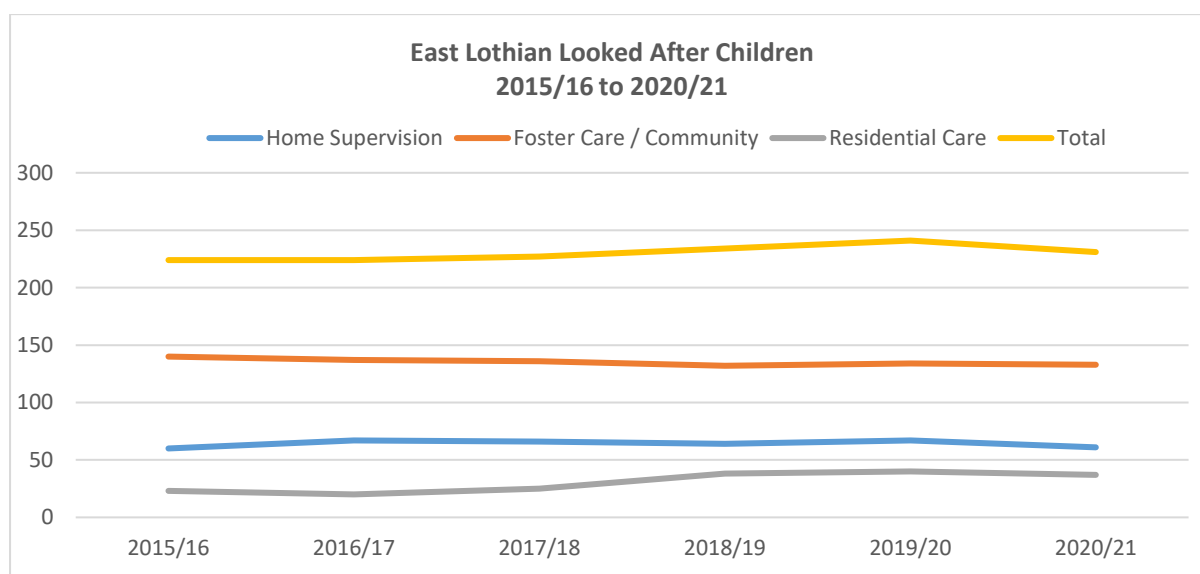
Whilst the closure of the schools changed the nature and balance of referrals to duty, we saw an increase in complexity of child protection concerns that included families that had never previously been in contact with social work services.



We saw a mixed picture in the number of Inter-agency Referral Discussions over the year, with no identifiable trend quarter on quarter over the past three years. A low point in the year was reached just at the start of lockdown in March 2020, in common with elsewhere across Scotland. East Lothian saw a significant increase when schools returned after the school summer holiday period, with a reduction again after the December restrictions period. Our Child Protection IRD Overview Group provides scrutiny, quality assurance and reviews any recurring themes and patterns that would have implications for practice and learning and development.



Long term practice teams



Service activity, performance and quality

East Lothian continues to have a relatively low number of looked after children and young people in the community (9.2 per 1,000, 0-17 population). 46 young people were discharged from being looked after during 2020/21 with over half returning to or staying with their parents.

The social work teams working with families who require statutory interventions continued to work well throughout difficult circumstances. The service continued to perform well with 97% of reports for children's hearings being submitted on time. Performance of first visits made to children within 15 days of implementation of home supervision requirements order was badly affected by COVID and reduced to 67%, however during non-lockdown periods, performance was 100%.

Looked after	March 2021	Rate per 1,000	Scotland rate
At Home	61	2.9	3.7
Formal Kincare	52	2.4	4.0
Informal kincare	19		
S11 kincare	56		

Practice audits of work with children looked after at home and the impact of our family support were commenced during 2020/21. The findings from these are informing the current re-design of children's services. An audit of child protection core group meetings demonstrated that these were happening within appropriate timescales and were of a good standard. Areas for improvement included the effectiveness of gathering and recording children's views. This piece of work has been taken forward by our independent reviewing officers. We continue to have a

waiting list within the long term social work teams and this is prioritised appropriately. Social workers have been able to make use of technology to engage with children and families although there have been some difficulties with this.

The challenges within the Children's Hearing system have had a significant impact on practice. Difficulties with IT systems within the Scottish Children's Reporter's Administration impacted on panels receiving reports which in turn impacts on the child. Delays in progressing children's plans became apparent when panels were unable to make decisions. The format of the meetings had an impact on how well they were managed and how well children and their families could be fully involved. This took some time to resolve to a consistently good standard. Joint work with Midlothian to scrutinise the impact of deferred hearings is underway.

Permanence planning has been affected by court and hearing delays but also by COVID restrictions at times of rehabilitation planning. We continue to track and monitor progress carefully. COVID funding was used to increase the Kinship care support offer – support groups and mentoring - in recognition of the pressures on kincarers during lockdown. Improving timescales for completing kincare assessments is a priority.

Children's disability team

At 31 March 2021 the Disability Team was working with 167 children and young people with complex and enduring disabilities. Demand for services to support these children and young people continued and increased throughout the year. The demand has been due in part to the pandemic but also as a result of the growing population within East Lothian.

During Covid many services for children with disabilities and complex needs were unable to operate or reduced their services due to restrictions. The impact of reduced time in school was very challenging. This was further complicated by families' anxieties in relation to the health of their child/ young person. Ensuring all young people had accurate and up to date assessments in place detailing the specific risks to their health in relation to the pandemic but also the safe access to services was essential and complex. This had to include the risks of not receiving the services both on the child but also their immediate family. This pandemic has taken a significant toll upon our families supporting children and young people with disabilities.

The team worked closely with partner agencies to develop some bespoke services and packages of care for those with high levels of need. This was pivotal in enabling support through the summer holidays (Summer 2020), albeit not at the level usually provided.

Ten full Section 23 assessment and carer assessments were completed and discussed at the Resource Allocation Panel. Whilst this process was paused at the start of lockdown, the decision making forum with our partner agencies very quickly

adapted to meet virtually. For the younger age group, proportionate Section 23 assessments continued with small budgets being allocated as a way of providing choice and options to empower families to meet their own needs.

Services provided included care at home, residential respite and share the care for daytime and overnights. A further 73 children/ young people received a direct payment, which allows them to choose and arrange their own support. This approach increased by 28 in 12 months (55% increase).

The Share the Care service continues to develop, with 8 carers providing support. A virtual prep group has been developed and resulted in 4 assessments for potential carers.

Whilst 2020-21 was particularly challenging, this challenge will continue through recovery as families have used their reserves and services have not returned to full capacity. It suggests that 2021-22 may be more challenging as we see the latent impact on family resilience.

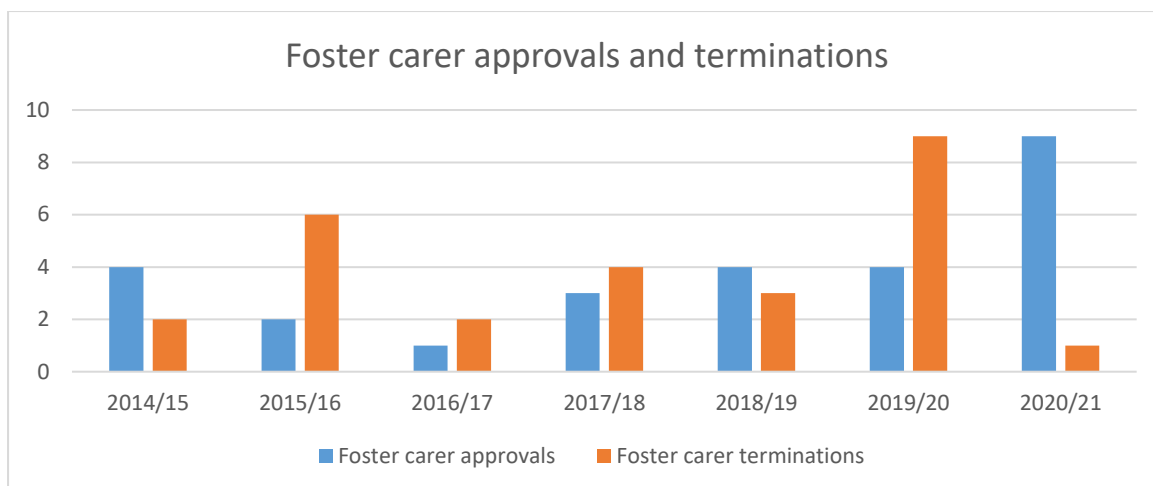
Fostering and adoption

At 31 March 2021, there were 81 children in foster care, a rate of 3.8 per 1,000 (Scotland rate 5.3 per 1,000). This includes children placed with our own carers and those placed with independent fostering agencies.

East Lothian currently has 51 approved fostering households, with 64 children placed. Over the last year we used the emergency Covid legislation to recruit 6 new carers that held a SSSC or GTCS registration as temporary fosterers. This allowed families who work to be considered as foster carers, which had previously not been an option. This worked well and several carers have been assessed as foster carers in the longer term.

The 64 children placed with foster carer, were registered as following

- 12 permanent placements
- 15 long-term placements
- 35 interim placements and
- 2 emergency placements



Fostering recruitment continues to be buoyant, with a good number of fostering enquiries. During 2020/21 nine new fostering households have been approved, with an additional 6 to provide short breaks. Despite that we have struggled at times to match children to appropriate carers and have used external fostering services. Still a problem recruiting households that will take sibling groups

The biggest challenge facing fostering over the next few years is implementing The Promise, in particular keeping brothers and sisters together. Currently we have limited numbers of foster carers that take more than 2 children, and it can be difficult to recruit for larger families due to physical space, care inspectorate regulations etc. The nature of fostering is changing and it will be a challenge to create more fluid fostering arrangements with excellent matching options.

Adoption enquiries remain high and demand outstrips ability to undertake assessment. East Lothian (along with much of Scotland) are often signposting to private agencies for assessment. The pandemic has resulted in the court closure, which has had an impact upon finalisation of adoption plans. This has resulted in a situation where we have a number of potential adopters being supported as foster carers prior to adoption orders being granted.

15+ and Aftercare

41 young people are actively receiving an aftercare service, with a further 50 young people eligible and using duty support. The numbers accessing through the duty service increased as more young people have been affected by the pandemic either through social isolation, lockdown or financial hardship as the furlough scheme has reduced income. As opportunities reduced for young people, demand for the service increased. Accommodation continued to prove problematic with 5 young people on average in Bed & Breakfast accommodation throughout the year. Due to covid regulations, movement within housing resources was at times limited and prevented young people moving into permanent tenancies. Despite this, the My Place project continued to expand and adapt to a more virtual approach to supporting young people.

Just over half of those receiving an aftercare service were in positive destinations (employment, training or education). Good working relationships have continued across agencies to try and support young people in a holistic manner. 63 care experienced young people from East Lothian attended Edinburgh college (academic year 20/21) on courses eligible for the care experienced bursary. Five care experienced young people were supported to attend universities across Scotland (academic year 20/21) - one has obtained a summer job (just completed 1st year at Glasgow University) working for an East Lothian MSP. A large number of young people were supported through “connecting Scotland” to keep young people digitally connected with Chromebook/I-Pad/mi-fi device. This ensured that all young people were assisted to maintain and complete courses in further education.

Covid resulted in essential changes to service delivery, with the team launching a bike scheme for young people. Old bikes were sourced, refurbished and distributed to young people, at a time when many were worried about the use of public transport and needing a method of keeping fit. Over 30 have (so far) been provided. In addition wellbeing bags, containing games, fidget toys and toiletries were delivered to over 80 young people during the first lockdown.

Prevent and Return

East Lothian is committed to bringing young people in external residential care back to their communities in a planned and safe way and recognises that we need to think creatively about how to achieve this. East Lothian is also committed to preventing further young people from moving to external placements and are introducing a number of early intervention measures as a priority. On 31 March 2021, there were 29 young people in external residential care including one young person in secure care. During the period April 2020 to 31st March 2021 10 young people returned to East Lothian from external residential care.

‘Prevent and Return’ is a project that aims to monitor and support the future planning arrangements for all children and young people in external residential care. The project also aims to ensure robust scrutiny arrangements are in place over the care and education arrangements of all young people in external care. One of the main tasks involve co-ordinating the Senior Officer Resource Group. This group has a clear role in tracking and monitoring the plans for all young people aiming to return to East Lothian.

The project has been successful in that we now have a multi-agency leadership team that has oversight over all the care plans for young people in external residential and there is a strong commitment from all partners to keep children and young people within their schools and community in East Lothian. The project also enables the team to make projections and it is anticipated the numbers of young people in external residential should reduce to from 29 on 31st March 2021 to 22 on 31st March 2022.

East Lothian Champions Board

The East Lothian Champions Board provides young people with care experience with a platform to have their voice heard. The Board is made up of three groups. The

participation group is made up of young people with care experience. The support group is made up of staff that support the young people in every way they can. The Ambassadors group is made up of Heads of Services and senior managers representing Housing, Education, Police, Finance, Aftercare, Health & Well-being, Keeping Loved Ones Together and Employment.

The Champs Board was established with funding from the Life Changes Trust and relies on this to operate and deliver its functions. During 2020/21 a further period of funding was awarded from LCT. In December 2020, the Champs Board was successful in a bid to the mental health recovery fund for one year's funding from April 2021 to April 2022. Members of the Corporate Parenting Board, on behalf of all East Lothian corporate parents have been tasked with identifying a sustainable solution to ensure the continuation of this essential service.

East Lothian Champions Board is now in its sixth year and members are rightly proud of its achievements. Members come from a range of care backgrounds, with the majority living in foster care or care leavers. The ages range from 14 up to 26 years of age and reaches out to all care experienced young people. The champs meet weekly and are supported by two care experienced participation Assistants and a Development worker.

Lockdown restrictions had a significant impact on how the champ's board activity was delivered. Weekly champion's board sessions took place virtually over zoom. During the first lockdown, there was high levels of engagement online. Towards the end of the period Dec 2021 to April 2021, it was apparent that young people were experiencing zoom fatigue and levels of engagement reduced. During the period, 2020 to 2021, the Champs team facilitated three update meetings with Ambassadors. Young people shared their experiences of loneliness, isolation, mental health, and poverty as a result of lockdown restrictions.

Adult social work services

Adult Social Work activity data

Activity	2017-18	2018-19	2019-20	2020-21	Timeframe
Referrals	7,323	7,673	8031	8063	Full year
Assessments	3985	3522	3094	2260	Full year
Reviews	1156	1237	1416	1300	Full year
Care at home service users	1353	1352	1344	1276	Final week of year
Under 65s	383	380	370	379	Around 60% are adults with a learning disability
Over 65s	970	972	974	897	
Care at home hours delivered	21,441	21,490	20,129	21,213	Final week of year

Under 65s	11,705	11,201	11,130	11,770	Around 60% are adults with a learning disability
Over 65s	9,736	10,289	8,999	9,443	
Residential placements	648	653	674	645	Final week of year
New placements		282	279	259	Full year

The overall number of referrals to adult social work remained stable at approximately 8,000 over the year. The early stages of the Covid pandemic saw a significant reduction in referrals for adult social work services that mirrored an overall reduction in activity at a national level. However, this rose rapidly through later months and increased activity later in the year reflected the pent-up demand for adult social work services that has continued into 2021/22.

Although the number of referrals has remained consistent, the number of assessments has reduced over recent years. This is reflective of greater health and social care integration and improved processes that allow referring professionals to indicate assessed level of need and submit a 'Request for Service'. For example, hospital staff can refer a patient for a care at home package, installation of technology or equipment without a further assessment being required and duplication of activity which is a more efficient and has benefits for the service user. This allows social workers and community care workers to utilise their knowledge and experience in more complex cases or work with those who have no other professional involvement. The Covid-19 pandemic is also a significant contributory factor in the reduction in completed assessments in 2020-21. All staff focussed on critical and essential functions which resulted in routine activity being curtailed.

Reviewing care placements and packages of care

The social work function of reviewing individual care placements and care packages is imperative in ensuring that we deliver formal commissioned services effectively. It provides assurance that services continue to meet people's needs in a manner that is safe, of a high standards and respects their rights.

The Community Review Team were re-deployed in the early part of the pandemic to support critical activity and place an emphasis on our readiness and preparation for the impact of COVID. This included the preparation of risk assessments in the event of significant disruption to Care at Home services. The Team have been re-mobilised and review activity has increased once again. Our Care Home Assessment and Review Team (CHART) were unable to carry out routine reviews in care homes due to the significant restrictions in place and other areas of activity related to care homes that they were deployed to including support visits to care homes described separately.

The impact of the pandemic on care homes has been significant in East Lothian and across Scotland. Despite the significant and serious challenges faced by care

homes during the pandemic, staff and managers demonstrated incredible resilience and dedication to their residents and families who rely on them for care and support.

Mental Health Officer role and activity

The statutory functions of an MHO are:

1. The provision of reports for guardianship applications (AWI2 reports), guardianship renewal applications (AWI3 reports) and intervention order applications (AWI4 reports) under the Adult with Incapacity (Scotland) Act 2000, where orders relate to the personal welfare of Adults.
2. The provision of consultation, assessments, investigations and other legal duties under the Mental Health (Care & Treatment) (Scotland) 2003 Act, in relation to detentions, namely Emergency and Short Term Detentions and Compulsory Treatment Order applications, the provision of Social Circumstances Reports and applications for removal orders and warrants.
3. Public protection in relation to mentally disordered offenders under the Criminal Procedures (Scotland) Act 1995 and 2003 Act, for example in relation to Compulsion Orders and Restriction Orders.

Mental health team activity data	2017	2018	2019	2020	01/04/2020 – 31/03/2021
LA welfare guardianship	10	15	11	7	12
Private guardianship	13	13	21	12	18
Emergency detention	31	28	37	37	39
Short term detention	60	85	91	81	92
Current supervised private guardianships	120-140 each month	144-154 each month	150-161 each month over the year	139-166	139-161
People waiting on MHO waiting list	8-29 each month	9-24 each month	18-34 each month	22-34	26-34

Stop the Clock' legislation placed time limited guardianship expiry dates on hold until 30th September 2020. The impact this caused is the back log in new applications rather than renewal applications and increased the pressure in mental health officer capacity. Funding was provided to increase allowed for a part-time post to be increased to 1FTE. In addition there has been investment in agency resources to cover secondments and maternity leave of current establishment.

Following on from many years of stasis the decision was made to review the structure and place the MHO Team under the management of Statutory Services. This allowed for the creation of a team manager post to offer direction and guidance and complement the work of the lead MHO – this post was filled in February 2021.

The Team now has 6 FTE MHOs with an additional 0.6 Lead MHO and a temporary post – this latter is tasked with completing Guardianship Order applications. The MHO task is clearly defined and the shortage of appropriately qualified and experienced practitioners is a national issue and this is coupled with the ever increasing demand. The Mental Welfare Commission (2019) MHA Monitoring Report identified increases across NHS Lothian of 75% for Emergency Detention Certificates, 47% for Short Term Detention Certificates and 36% in Compulsory Treatment Orders in the nine years between 2009/10 and 2018/19.

The MHO Team have the following priorities going forward into 2021/22:

- Review the 'service user journey' with a focus on the referral/front door process, improving our understanding of the waiting lists and considering how best to seek service user feedback
- Review the oversight and management of Guardianship Orders
- Review the current data capture and reporting arrangements
- Progress consideration of an audit/evaluation programme to include front line and senior managers

The Mental Welfare Commission was asked by Scottish Government to look at the legal position for individuals who lacked capacity to make informed decisions regarding a move from hospital to a care home in the first stages of the Covid 19 pandemic (1st March – 31st May 20). The Commission specifically looked at the legal authority for such moves and how individuals and family wishes were taken into account. The final report which was published gave some information about each local area and prepared a number of recommendations for H&HSCP Partnerships to consider.

The Commission sampled 10 cases in East Lothian and reported that social workers they spoke with were incredibly helpful and spoke knowledgeably and empathetically about the individuals discussed. Feedback from the Commission was that they found 'no issue of concern in relation to these matters in any of the cases' and 'saw many areas of good practice'.

Support to carers

The impact of the pandemic on unpaid carers for adults and parents of children with support needs has been profound. The latent impact of the additional pressures experienced continues to emerge, made worse by the current crisis in care at home services.

Throughout the pandemic the Carers Change Board continued to meet to support local carer organisations to think about the services they deliver and changes they needed to make to respond to the needs of carers during the pandemic. Our focus was on ensuring services were; responsive to local need, flexible and agile and digitally fit to meet needs as far as possible. This included sharing good practice, identifying gaps and possible solutions in service delivery, working on joint initiatives e.g. access to financial insecurities funding/grants. Services were proactive in attempting to minimise the impact of the pandemic whenever possible on carers in East Lothian.

The procurement of carer services was a key feature of the work to deliver the Carer's Strategy during 2020/2021. The services included services for adult carers as well as those for young carers young adult carers with some differences in the specific requirements for those groups of carers.

A Prior Information Notice was published on Public Contracts Scotland on 19 February 2021, as a call for competition, to give the market advance notice. Engagement was completed with carers to support development of the service specification making use of hardcopy surveys distributed by carer organisations as well as online survey monkey links and a link on the consultation hub. Additional focus groups were held with young carers and young adult carers through schools to try to capture the views of those young carers not currently making use of young carer services. The procurement exercise was completed in June 2021 with the award for adult carers being made to Carers of East Lothian, and the development on an in-house service for young carers being developed and closely aligned with the inclusion and wellbeing service in Education and Children's Services.

Care homes

At the start of the pandemic, there were 20 care homes for older people in East Lothian, with three of those run directly by East Lothian Council through the H&SCP. Protecting residents from COVID was the focus of intense management intervention, support and oversight at a local level throughout the year and this has continued into 2021/22. There has been significant public scrutiny and political direction that added to the challenges for staff and managers who remained committed and dedicated to doing their best for our most frail citizens.

The Abbey in North Berwick Eskgreen in Musselburgh both had Covid outbreaks. The Care Home Team, Public Health, Infection Control all worked closely

together to support staff and residents. Staff were grouped to meet resident needs to reduce spread. Use of PPE and infection control was constantly being monitored and reviewed. Additional cleaning is also in place. The environments in both Care Homes make it difficult due to the lay out of the buildings, small rooms, no en-suite bathrooms, narrow corridors and poor layout of the home. Risk assessments and plans were put in place to reduce footfall and residents who walk with purpose were supported to do so safely. The vaccination of staff and residents is complete and testing programme well-established.

During 2020/21 iPads were purchased to ensure residents could keep in regular contact with families, innovative activities and events were in place throughout care homes, regular photographs and newsletters being sent to keep families informed. A comprehensive programme of activities was established across the council care homes to ensure that wellbeing of residents was maintained. Each care home now has an electronic device called Rita which facilitates games, music, karaoke, bingo, interactive activities, movies, contact and communication between residents and families.

Care home assurance and oversight

Understandably, there has been an increased emphasis on infection prevention and control which includes compliance with essential guidance; the environment, staff testing and staffing levels amongst other factors. In May 2020, the Scottish Government gave chief social work officers responsibility for the assurance of the quality of care and experiences of care home residents, alongside each Health and Social Care Partnership taking direct responsibility for the clinical support for each care home in their area.

A Care Home Clinical and Care Professional Oversight Team was formed in East Lothian to maintain close oversight of care homes in East Lothian and deploy a range of supports where necessary. Throughout much of 2020/21, the team met on a daily basis and continues to meet twice weekly. It is led by the chief nurse, attended by the chief social work officer, the medical director of the H&SCP, with representation from social work managers, the care home nursing team, mental health services, strategy officers and facilities management.

As part of the oversight responsibility, the H&SCP implemented two rounds of formal joint support visits to each registered care home by a member of nursing and social work staff for assurance that expected measures are in place and to respond to the impact that restrictions have had on the care and experiences of residents. In addition to and in response to the findings of these planned visits, a wide range of support, education, training and monitoring has been and continues to be provided.

Achieving an appropriate balance of protecting people from COVID, whilst enabling them to have sufficient and meaningful human contact and social experiences has understandably been a significant challenge for providers. The publication of new and changing guidance, often at short notice, alongside the demands of frequent

data reporting has placed services under intense pressure and has sharpened the focus on adequate and effective management and leadership within the care home sector.

The Care Inspectorate's national programme of care home inspections revealed some significant deficits in the standards of care being delivered in some care homes across Scotland. As part of the response to this, the Scottish Government, through the chief social work advisor, set out its expectation that adult social work services would review all care home residents within a truncated timeframe. This aspect of our work with local care homes has required a significant resource from CHART in terms of resource and activity.

As a response to the challenges of achieving and maintaining staff understanding and compliance with COVID guidance, we worked with occupational psychologists from the Keil Centre to deliver bespoke training on the factors that support and inhibit compliance with health and safety, PPE and COVID guidance. The importance of good leadership in create and sustaining an organisational "safety culture" was a key message that emerged.

Suffice to say, we have learnt a lot about care homes since the start of the pandemic and have scheduled a development session in November to capture learning for the future. One of the areas of focus will be on the arrangements for and engagement with any new care home services that open or are planned for East Lothian based on our experiences over the last year.

Corporate Appointeeship

Service users are referred for corporate appointeeship when they lack capacity or ability to manage their welfare benefits. People may also be referred for safeguarding reasons where there are adult protection concerns about how the person's finances are being managed. Our current provider, ICMS, gave notice that they would be winding down their corporate appointeeship service in 2020.

We opted to develop an in-house service to deliver a more responsive and joined-up approach that would also bring cost efficiencies. The new team will sit within the Adult Wellbeing finance team who will operate the day to day payments. Service users, (particularly those with more complex needs) will also benefit from 1:1 support from a community care worker. The initial stages of the transition will be overseen by a social work team leader. The allocated social worker will also be able to feed into any review process and keep the team updated of any change of circumstance. We will report on the progress of this service development in the 2021/22 annual report.

Adult Resource Centres

The 2019/20 annual report set out the direction of travel and evidence from the supporting work identified within the community transformation programme. The arrival of the pandemic expedited the process, due to the immediate reduction in available buildings-based services and requirement for physical distancing. This

placed a significant strain on adults with complex needs and their families and presented significant challenges for staff. People most at risk were supported to continue attending building based support with significant risk mitigation arrangements factors in place.

Staff within our Resources Centres were trained to act as 'Resource Co-ordinators' – supporting individuals to access the community supports that were available and form peer relationships out with building based services, shifting the balance of service delivery to the community and making the best use of SDS.

The workforce continue to adapt to meet the requirements of social distancing and infection prevention and control measures. This is an area of particular challenge, to meet regulations whilst ensuring personal outcomes can still be met. Workforce development in this area will be significant over the coming years, with significant change in roles and service delivery to develop more flexible and community based services.

An options appraisal for future building bases services for adults with complex needs under 65 will also be completed and this along with the development of a community models will inform the final service design for a model that delivers and commissions both centre and local community based services.

Learning Disability Service

Despite the challenges, the plan to develop an enhanced Learning Disability service bringing together the Community Learning Disability (health) Team and dedicated social work staff in to one team progressed during 2020/21 and was implemented in summer 2021. This will provide integrated specialist health and social care support to adults with learning disabilities.

Day Centres for Older People

Provided by the third sector in East Lothian, the workforce has been supported to adapt and deliver services in local communities. Supported by staff and volunteers this is an area where significant workforce support is required. In considering redesign, links with Connected Communities are key and broader thinking needs to take place about how centres could continue to provide services in the community, how they can dovetail with Care at Home provision, and develop recent links with other work streams, such as the Community Transformation programme and Council Food Poverty group. The aim is to identify dependences, risk and challenges and work across the partnership and local authority to identify proposals and ensure a level of community engagement in doing so. As with the Resource Centres the change in service delivery to an outreach model has had an impact financially for the services.

Early Intervention

Changes to service delivery as a result of the covid restrictions have brought some clear benefits and opportunities for developments. Examples include strengthened links with the council's Connected Communities service that has facilitated quicker signposting to social care services. Importantly we have also seen that vulnerable

people have been successfully supported by their communities for longer rather than being referred for a social work assessment. This has been successful in reducing social isolation and the subsequent detrimental health implications associated with these social factors, particularly within the older age group.

Care at Home

Despite the immense strain throughout the pandemic, care at home services continued to develop and adapt to meet the requirements of the community during 2020/21. Both the internal and external providers of care at home benefited this year from improved links with NHS Lothian training on Infection Prevention and Control. The resilience within the services allowed all contracted care to be delivered. A number of people suspended their care packages at the start of the pandemic, preferring for family members to provide support and therefore reducing the number of people they were in contact with. These suspensions allowed providers to deliver support to people most in need and cope with the initial higher level of staff absence. Although there was a reduced pressure due to Care at Home being suspended by some people, this was in part countered by the closure of building based services which put additional pressure of Care at Home Provision.

A number of initiatives were developed in 2020/21 to support care at home within the community and ensure timely discharge from Hospital. These initiatives have seen East Lothian's delayed discharge performance remain one of the lowest in the country and the average length of time for people to wait within the community reduce. These developments included:

- Block Contracts for External Providers- Contractual Terms and Conditions were developed to allow providers to invest in Leased Cars and pay staff for all the hours they worked rather than only the time they were providing direct care (therefore paying for travel time and removing focus away from time and task to outcome focussed support).
- Internal Homecare –Conditions of employment have improved, improved access to vehicles and closer working with NHS funded Hospital to Home service, has seen an increase in provision across the county.
- Hospital to Home (NHS funded) - This service has expanded to ensure people are able to be discharged from hospital in a timely manner. The service has not only grown to meet the demand but is also working in partnership with the Homecare service which has seen improvements to community care at home capacity.

Throughout the pandemic the partnership paid for care that was planned but undelivered to ensure providers of care would remain sustainable and be available after the pandemic. A process to allow SG sustainability Payments to be made to Providers was put in place.

Current concerns

The ongoing and developing impacts of COVID on the availability of community-based care and support services to keep frail and vulnerable people safe at home

will be discussed in the 2021/22 annual report. However, the critical nature of the current situation; the vulnerability of providers and the impact on our staff must be acknowledged.

Justice social work

The key challenge for the justice service, has been how to deliver and evidence improved outcomes for service users within the content of restricted working conditions and arrangements. In particular, this included;

- Providing offence-focused interventions on digital platforms, with Orders and Licences timing out without work being completed
- Abeyance of all group work activities; for women in the Justice System (CONNECT), for domestic abuse perpetrators (Caledonian System) and for sexual offenders (MF:MC)
- Inability to undertake unpaid work/other activity (UWOA) hours due to social distancing and hygiene requirements
- Managing public confidence in the Justice system due to the backlogs in Courts, the high level of remands; 35% reduction in UWOA and early release of some prisoners

Justice Service delivery

The delivery of **statutory justice functions** remained the priority and managers provided assurance through regular review of individuals and service-level reporting arrangements. The service developed innovative solutions and alternative models of service delivery. However, importantly, staff continued to engage in the full range of risk assessment, management and planning activities on virtual platforms. Service users were contacted via telephone and video conferencing for the preparation of criminal justice social work reports and HBR interviews. Bail Supervision Orders were assessed and implemented but numbers were low as the courts mainly were closed. All Orders and Licences were supervised in line with Scottish Government guidance.

Following the Coronavirus (Scotland) Act 2020 coming into being on 7 April, the time limit for the completion of all existing unpaid work and other activity requirements in community payback orders was extended by 12 months and a restriction placed on courts for the period during which the legislation was in force. This was to ensure that any new unpaid work or other activity requirements have a time limit of at least 12 months from the point of imposition. These measures allowed JSW to suspend all work groups relating to unpaid work or other activity requirements for the duration of the pandemic without affecting the ability of individuals to complete their hours within court-directed timescales.

Where Caledonian CPOs timed out in 2020/21, the focused work was either completed or the Order was revoked and the individual re-sentenced. Two CPOs with MF:MC timed out in 2020/21 and the outstanding focused work was completed

in individual rather than group sessions. There were 20 CPOs with an unpaid work/other activity requirement that completed in 2020/21, compared with 76 in 2019/20. There were 21 CPOs with a supervision requirement that completed in 2020/21 – this is the same as in 2019/20.

COVID restrictions impacted both on the imposition of new UWOA and on the capacity of the service to deliver on the existing orders. As a result, the service changed its focus from group-based delivery to increasing individual placements and developing of ‘other activity’ in the form of Learning Packs and facilitated online learning modules. Supervisors had smaller work-groups of 1-2 service users undertaking COVID compliant in-house activities in local communities. Individual placements were commissioned with third sector partners including The Ridge, Heavy Sounds, Street Cones and Volunteer Centre East Lothian. Small group facilitated modules addressing issues such as substance use, healthy eating, budgeting etc. are being developed on a partnership basis between ELC, H&SCP and third sector providers.

In March 2021, Scottish Government introduced regulations to reduce the unpaid work element in existing community payback orders by 35% with the exception of those imposed for domestic abuse, sexual offences or stalking. This excluded seven individuals with a further 11 exclusions due to type or status of their order. In East Lothian this equated to 2943 hours unpaid work order hours, relating to 64 service users. Despite this there is a backlog of 5257 hours following revocation of which 1210 hours were in breach – there were a total of five services users whose hours completed at point of revocation.

Justice Performance data

Year	2018/19	2019/20	2020/21
CPOs (imposed – all requirements)	153	141	92
CPOs – total number of months for supervision	1,271	1,287	1,142
CPOs – total number of hours for unpaid work imposed	14,812	13,123	7,226
CJSWRs – number of reports submitted	222	218	128
DTTOs – number of Orders imposed	19	15	3
Diversion – Completed Reports	33	35	43

On 31/03/2021 there were

Service	2019/20	2020/21	Change
Community Payback Order (supervision)	82	78	-4
Statutory Throughcare (community)	18	19	-1
Statutory Throughcare (custody)	46	39	-5
Voluntary Throughcare (custody, eligible)	14	16	+4
Voluntary Throughcare (community, receiving)	10	8	-2
Registered Sex Offenders (in the community)	14	11	-3
MAPPA Category 3 (violent offences)	2	2	N/A
Caledonian Orders (domestic abuse)	9	16	+7

The most significant matter is the increase in the imposition of Community Payback Orders with a Caledonian System Programme requirement and it is likely that this trend will continue into 20221/22. There are potential issues relating to online sexual offending – these cases often take significant time to come through the judicial system due to the extensive background checks and information gathering required by Police Scotland. It is likely, therefore, that any offending that is normally perpetrated within the home environment may see an increase in perpetration and conviction over the coming years – the backlog of criminal cases sitting with the courts is expected to take years to clear. This will have an ongoing impact for JSW and this has been recognised by the RRT with additional ring-fenced funds being directed to recovery for 2021/22 – much of this was based on modelling by Community Justice Scotland that has estimated year on year increases in excess of 25% to address the backlogs.

Developing the service

Despite the challenges, the service retained a focus on maintaining and improving quality and standards of practice, supporting staff and maximising opportunities presented by improved access to digital IT platforms. Examples include:

- Implementing a programme of self-evaluation and quality assurance activities
- Updating staff protocols and guidance
- Undertaking individual stress risk assessments for all staff
- Publication of the justice social work Business Plan 2021-24 – a SMART plan containing key outputs and outcomes, with developmental activities identified
- Individual intervention programme development
- TRANSITION: a multi-agency pre-release (prison) group developed in response to decisions to release some prisoners earlier than the planned date.
- Joint working with Connected Communities – to improve information sharing to better manage individuals likely to increase community and/or social media interest
- High Risk Offender Pathway

Priorities and future challenges

The service has plans to assess the demand and nature of work around areas including hate crime; restorative justice and self-directed support. Development activity is planned around Structured Deferred Sentences, Arrest Referral, UWOA Evaluation recommendations and restorative justice approaches.

Notwithstanding the innovative and alternative solutions deployed to manage the business during 2020/21, at 31 March 2021, justice services remained very much in response mode. Whilst plans for recovery and renewal were in development, we had (and have) yet to see the impact of the re-opening of the courts service and addressing the inevitable backlog of work through the system.

As we progress into 2021/22 the justice system will need to respond to the backlog of court business. For example sentencers will need to decide how to dispose of cases where an offence focused intervention of a Community Payback Order would have been appropriate to but the individuals may have been held on remand for a significant period of time. Additionally, it is not known if there has been an increased risk for potential victims for those orders that have timed out without the offence focused work being completed. There is also a great deal of emphasis being placed on early intervention and prevention activities and it may be that we see a greater incidence of diversionary options as the year progresses. There will be an increase in court capacity from September 2021 and this will begin the process of addressing the backlog and reducing the remand population, however it is likely to be several years before there is a return to normal levels of court and associated business.

In terms of the wider societal impact, for those involved in the justice services and their families, poverty and the deprivation gap will have increased. The GIG economy will flourish and is likely to impact on pay and conditions for low income families. Justice social work must take cognisance of the welfare needs of people but this must be balanced with the overarching priority of addressing and reducing offending behaviour. Whilst Social Work Scotland works hard to engage with Scottish Government, there is no national voice for justice social work that has parity with Scottish Prison service and the courts etc.

As a relatively small local authority area, East Lothian is dependent on partners especially City of Edinburgh, for the court services, DTTO and other group work services. There are challenges in attracting interest from the larger third sector providers and how we can facilitate and grow our own voluntary and third sector services.

Social work and public protection

The EMPPC continues to address the cross cutting issues incorporating all aspects of Public Protection including Adult Support and Protection, Child Protection, Violence against Women and Girls and the Multiagency Public Protection Arrangements (MAPPA) for service users in East Lothian and Midlothian. One of its key strengths is the wide range of multiagency senior representatives across services and key agencies. The past year has been unprecedented for the EMPPC and partner agencies who have continued to deliver strong public protection arrangements throughout the pandemic.

Children and families, adult and justice social work services hold a pivotal role in responding to child protection and adult support and protection concerns, managing high risk offenders and MAPPA and in partnership working to prevent and eradicate violence against women and girls.

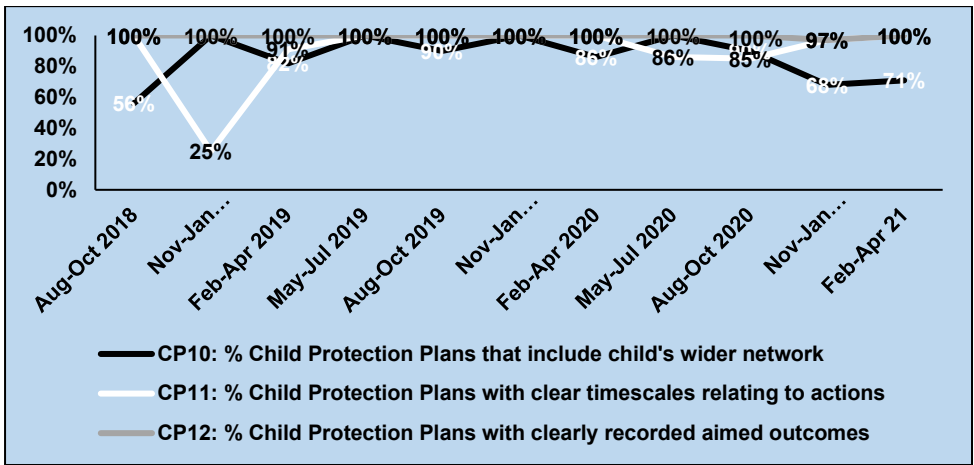
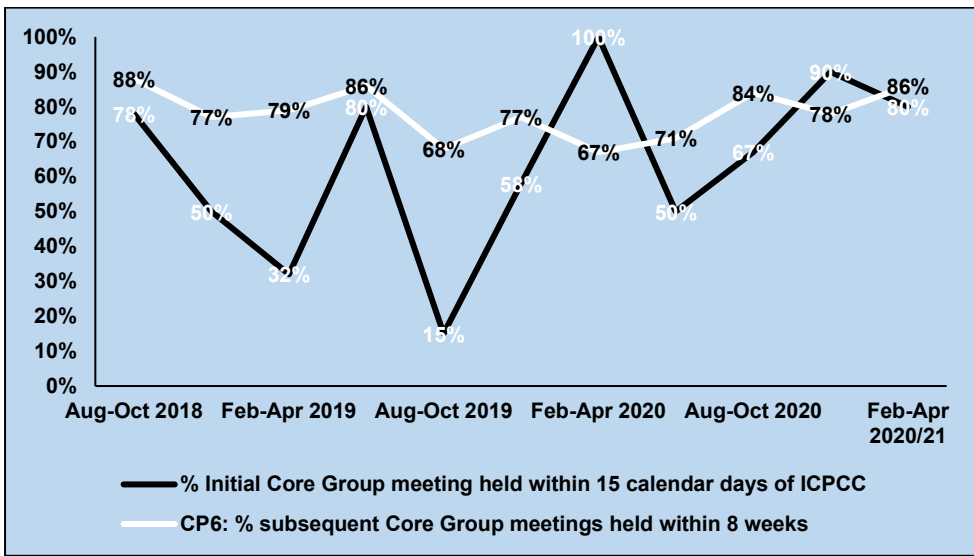
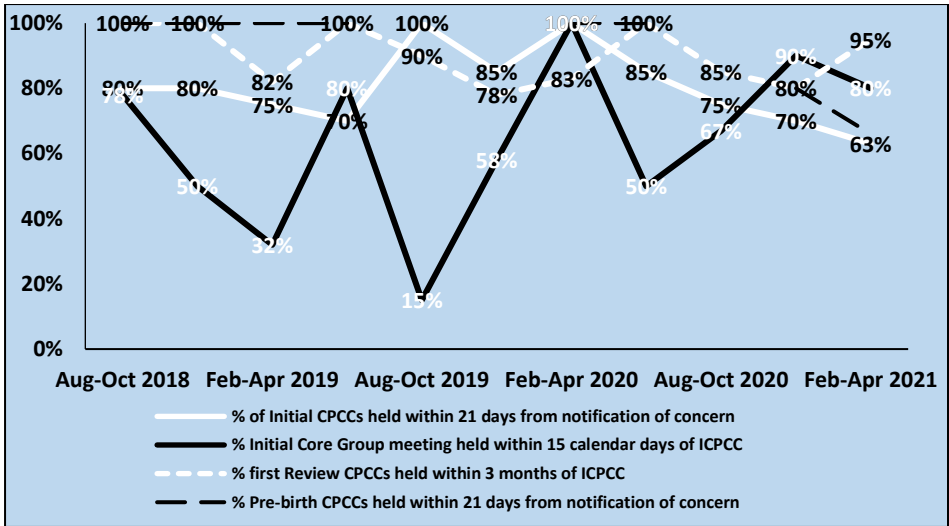
As a response to the pandemic the chief officers group (CSOG), the EMPPC and the VAWG delivery group met with increased frequency to oversee emerging risks and monitor activity and performance data. The CSWOs and senior managers met weekly (then fortnightly) to share information, assess the impact of the restrictions and agree a coordinated response as required.

Child Protection

During the year, EMPPC implemented the national child protection minimum dataset to review our performance data on an academic quarterly basis, with a small number of additional local measures. We established a separate sub-group of our Performance and Quality Improvement group to undertake this work. Quarterly reviewing of our Child Protection registrations noted that they reached their lowest point in twelve quarters in both East Lothian (and Midlothian) in October 2020.

Feedback from our quality assurance mechanisms continued to evidence that IRD thresholds and decision making are consistent and balanced. This decline reflected that seen elsewhere in Scotland, most likely as a result of many professionals not seeing children below that threshold of referral for IRD or for a service. Domestic abuse was within the top three most common concerns when a child's name was placed on the Child Protection Register in all three quarters in East Lothian.

Through scrutiny of data, managers continued to review performance in holding Case Conferences and Core Groups within due timescales. The reasons for any exceptions are explored and explained at our quarterly multi-agency Child Protection meeting of the performance and quality improvement Sub-group. East Lothian has adopted Signs of Safety as a key approach in Child Protection and timescales around Case Conferences vary slightly.



Priorities for 2021/22

- Preparation for implementation of the new National Guidance for Child Protection and new Learning Review Guidance
- Develop a shared approach to the identification and assessment of cumulative neglect, adapting the Glasgow Assessment of Care Neglect toolkit.
- Conclude a Significant Case Review and take forward identified areas for improvement arising from this and other reviews relating to children and young people.
- Review and further embed the use of the Inter-agency Vulnerable Young Person's Protocol across East Lothian and Midlothian.

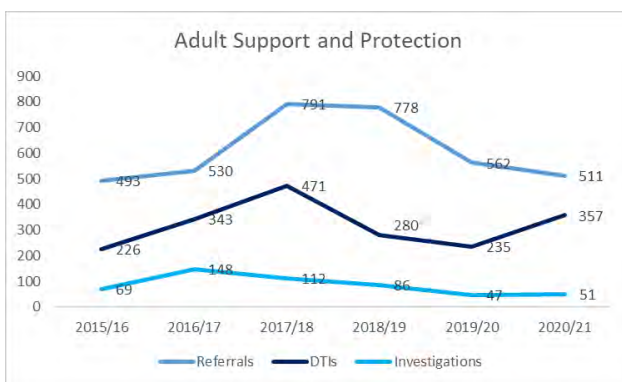
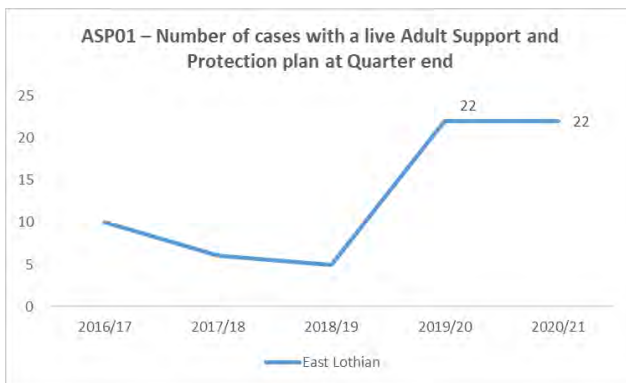
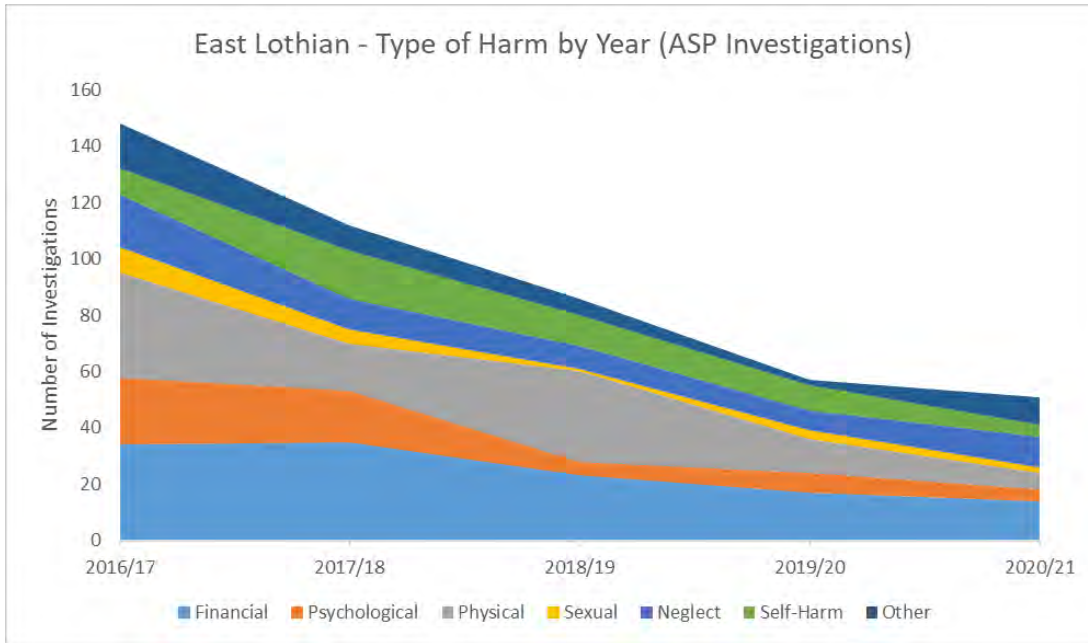
Adult support and protection

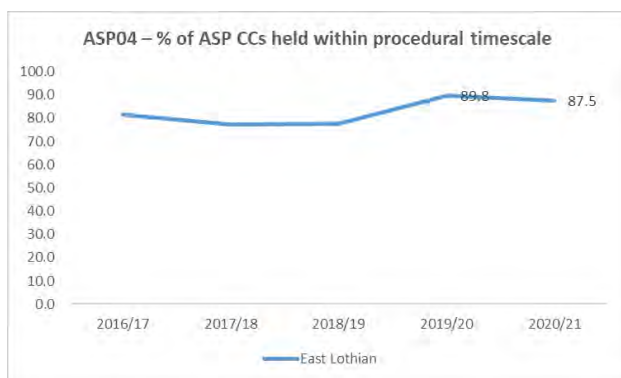
In response to the lockdown, East Lothian HSCP produced 'Managing risk during the Covid-19 epidemic' Guidance which set out necessary but safe amendments to key processes as a result of the restrictions. The IRD overview group met on a virtual basis to review IRDs commenced in the previous month. Managers adapted practice to ensure that services could continue to undertake Adult Support and Protection activities and fulfil our statutory obligations to keep vulnerable adults safe.

Guidance also specified arrangements for maintaining contact with the adult where safe and appropriate, using PPE. As communication methods progressed to electronic methods such as MS Teams/Skype for Business, Adult Support and Protection Case Conferences were convened digitally, enabling the adult and their carer to participate in the process.

In partnership with East Lothian HSCP Communications and Engagement Manager, EMPPC produced a short video called Protecting adults from harm during lockdown. East Lothian HSCP and Midlothian HSCP promoted this via their social media feeds. We also shared this via the national ASP network and adapted this for use by several other Adult Protection Committees.

Overall, lockdown did not appear to have had a significant effect on the progression of ASP work or on the ability of adults to participate in the process.





The Adult Protection Lead Officer and General Manager, East Lothian Health and Social Care Partnership completed an audit of the quality of chronologies and multi-agency risk assessments in East Lothian, reporting to the P&QI in February 2021. Identification of risk and recording of risk assessments were assessed as very good, with some improvements in SMART planning identified. Other improvement work includes participation in the Pan-Lothian Multi-Agency Chronology Working Group, reviewing and updating guidance; undertaking initial case reviews and large-scale investigations in relation to regulated care services for adults.

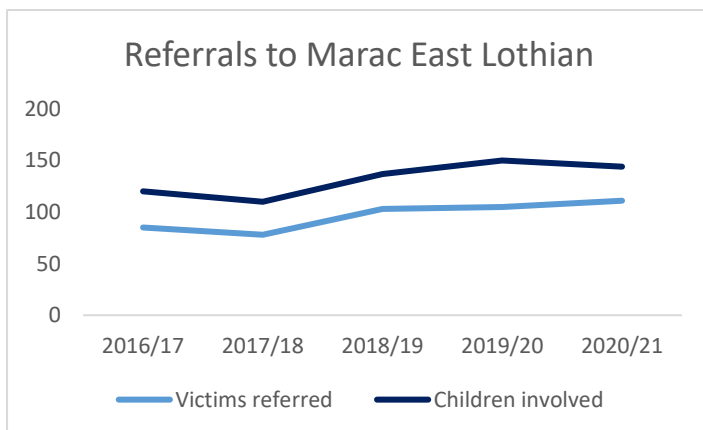
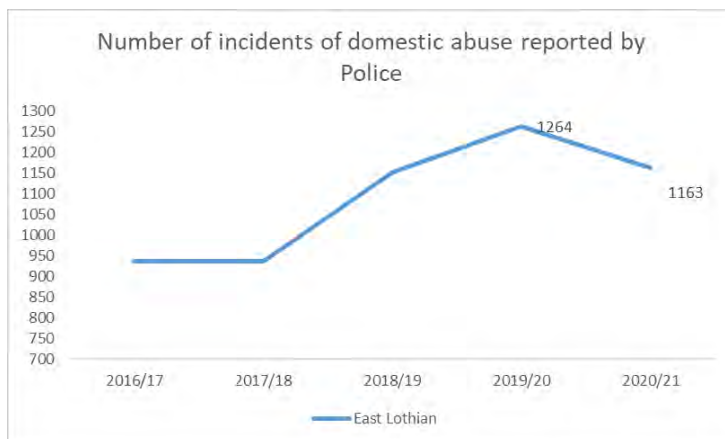
Priorities for 2021/22

- Self-evaluation of Adult Support and Protection services in East Lothian, using the Care Inspectorate framework for Joint Inspection.
- Implement any changes arising from the review of the Adult Support and Protection (Scotland) Act 2007 Part 1 (Guidance for Adult Protection Committees) and the Code of Practice.
- Engage in the work being undertaken by IRISS and the Scottish Government to develop a national dataset of performance information, and will plan for implementation of this.
- Review our approach to Council Officer training and evaluate its effectiveness.
- Undertake a thematic review of Large Scale Investigations in East Lothian and Midlothian, to identify and progress common areas for improvement.

Violence Against women and Girls

The impact of the COVID pandemic on domestic abuse saw increased opportunities for perpetrators to exert coercive control, and concerns for the increased invisibility of victims and perpetrators during lockdown. Heightened levels of trauma and isolation will have longstanding impacts and the impact on the women, children and young people. Survivors who have been able to access support have often needed more frequent contact, longer sessions and longer term support. At the same time,

video or phone were not appropriate ways of providing longer term sexual abuse therapeutic support. The closure of courts, followed by long delays in processes and frequent release of abusers on bail rather than detention were a source of significant anxiety for many survivors. In East Lothian, 235 sexual crimes were reported to Police, an increase of 19.3% from 197 the previous year. Furthermore, there was an increase in non-recent sexual crimes being reported and an increase in non-contact online sexual offending.



In response to the widely acknowledged heightened risks, managers implemented a number of measures to ensure that victims and services were able to access information about available supports. This included

- Enhanced support for survivors of domestic abuse and for children through the local children’s Hubs where there was capacity. There was a 20% increase in demand for support following a Police incident and services have had to provide more intensive support for longer periods due to heightened fear and accumulated trauma from abuse and living in the conditions posed by the COVID pandemic.

- Domestic Abuse Community Housing and Homelessness' staff briefings were delivered to raise awareness and give guidance on how to support survivors and set up four single points of contact.
- Justice Services, the Police and the VAWG Co-ordinator collaborated to provide a snap fax-style leaflet with advice and supports for help with stress which police gave to perpetrators when attending an incident.

Priorities for 2021/22

- Develop an Equally Safe Strategy focusing on prevention through culture change and education, and enhanced service response for survivors and their families.
- Progress our VAWG prevention plan.
- Deliver our approach to commercial sexual exploitation.
- Support Equally Safe At Work Accreditation with East Lothian Council to launch bronze level.

Resources

Adult services

IJB 2020/21	Income £'000s	Expenditure £'000s	Surplus / (Deficit) £'000s
Health	143,606	136,829	6,777
Social Care	49,385	48,952	433
Total	192,991	185,781	7,210

Additional Investment - H&SC	
2020/21	1,801,000
2021/22	2,151,000

The overspend in Health & Social Care Directorate which includes Adult Wellbeing is due to the level of demand for commissioned services such as care homes and care at home services. The service experienced significant COVID-19 related costs, in excess of £4 million by the end of the financial year. This includes; loss of anticipated income, the purchase of spare care home beds, and on-going sustainability payments to external providers in line with national guidance. Distinct from other council services, these costs have been offset by the additional government funding to the IJB to support health and social care of over £3.2 million as set out in section 2.7. In addition, costs and funding of £0.637 million for the “£500 thank you payment” have been included.

The majority of this budget is delegated to the IJB along with a small number of other budgets within Community Housing, the Housing Revenue Account and Housing

Capital. Therefore, this must be managed in accordance with the scheme of integration and wider overall IJB resources. There are significant underspends in these non-Adult Wellbeing areas of over £0.900 million which have led to the underspend in the IJB delegated budget of £0.433 million. This surplus has been transferred to the IJB reserve.

Throughout the pandemic the H&SCP paid for planned but undelivered care to ensure providers of care would remain sustainable and be available after the pandemic. A process to allow SG sustainability Payments to be made to Providers was put in place.

COVID funding

£30,000 was allocated to Adult Social Work, to support vulnerable clients in financial difficulty. The funding was distributed via third sector partners including Carers of East Lothian as well as through the Community Justice and S12 Social Work payments. In recognition of the additional duties given to chief social work officers in providing enhanced assurance of the quality care provided within the care homes, Scottish Government provided funding of £37,500 which was used to support the very significant demands of daily data collection and submission and enhanced programme of joint support visits.

Justice

The service is funded directly by Scottish Government, based on the section 27 funding formula that is overdue for formal review. The budget allocation of £1,285,881 was accepted in full and there was no underspend at the year-end.

Whilst this included funding for the delivery of specific areas including Structured Deferred Sentence, Bail Supervision and Diversion from Prosecution development. However, in recognition of the significant impact of lockdown on justice social work business, permission was given to allocate spend on covid recovery.

There was no uplift to reflect staff pay increases and this may have an impact on staffing establishment for 2021/22. Additional COVID-related costs were incurred due to IT and home working requirements, PPE and vehicle modifications for small group delivery of interventions.

A small COVID fund was offered to bolster third sector commissioned services in December 2020. The timeframe for spend did not give us enough scope to commission a service and there were no existing services operating in East Lothian that were eligible for the award therefore (along with a number of other justice services) we were unable to take up this offer.

Children's Services

Children's 2020/21	Budget	Expenditure	Surplus / (Deficit)
	£'000s	£'000s	£'000s
Total	15,947	17,955	-2,008

Additional Investment - Children's services	
<u>2020/21</u>	<u>950,000</u>
<u>2021/22</u>	<u>1,500,000</u>

The most significant pressure remain in external residential care, high tariff secure placements and external fostering. This includes additional COVID-19 related expenditure in excess of £1.300 million largely relating to; loss of income, additional cover for staff absence, and additional external fostering placements due to pressures within local fostering capacity. These additional costs were partially offset by additional funding from the Scottish Government, as well as permitted flexibility in the Early Learning and Childcare budgets. Despite this, there is evidence that additional scrutiny and targeted interventions is starting to have a positive impact in controlling additional demand for external placements with more packages of support that keep young people within East Lothian put in place at significantly lower cost.

The operational and strategic work underway to recover a sustainable budget position continued and expanded during 2020/21 despite the challenges of the pandemic. The "Prevent and Return" work contributed to the return of xx young people from external placements; enhanced funding (using COVID monies) increased capacity of the family group decision making service and strengthened the support to kinship carers. Education COVID funding targeted at supporting recovery in family learning and support has been used to develop new and joint approaches to early intervention across education and social work. This is aimed at reducing referrals to social work and supporting children's inclusion and engagement within schools. Children's Services was allocated COVID funding to support families and young people through Section 22 and Section 29 Social Work payments, supplementing income and cost of temporary B&B accommodation for Looked After Young People.

The Council has launched a Transforming Services for Children Programme, sponsored by the council's chief executive. The programme was developed following a previous deep-dive into historic overspends in Children's Services. One of the findings was that a significant lever for change was to reduce demand on the Children's Services, and that this could only be achieved by other services and partners providing effective early intervention un universal services and preventative activities for children and young people and supports for their families. The Programme Board includes representatives with lived experience of the social work system along with senior management from the Council, Police Scotland, HSCP and VCEL.

The ambition of the programme is to understand the totality of the resources available to support children and families and take a radical, whole system approach to designing and redesigning services in order to deliver targeted, effective services for children, young people and families. The programme will develop, test and roll-out of new approaches to service delivery wherever possible using the structure, support and funding being developed in response to The Promise and has already secured funding of £50K which will be used to employ a Promise Lead Officer for 12 months.

Workforce

Workforce planning and development

Children's services

Staffing levels have been fairly stable over the last year but a sense that some people might want to move out for front line work after the weariness of working during the pandemic. Despite the challenges, there were many examples of supportive and innovative approaches to increasing workforce capacity, supporting future recruitment and practice learning during 2020/21. These included:

- Two family support workers undertaking the post-graduate Open University course and will graduate as qualified social workers in January 2022.
- Four social work placements were offered during 2020/21 and provided support for students through an on-line student group run in partnership with Scottish Borders.
- There three staff currently commenced the Post Graduate certificate in Practice Education. This will allow the service to continue to provide placements as well as staff development in supervision and leadership.
- The service continued to provide support to newly qualified social workers (NQSW) through a cross-authority programme with Midlothian and Borders Council. Our work in this area has been commended by the SSSC.
- The bespoke and accredited Leadership and Supervision Programme for social work was delivered online to 12 staff in children's services
- We have one member of staff currently on the Scottish Improvement Foundation Skills programme with SSSC. The theme of their improvement project is Team development. This has been a very positive piece of work and we look to explore further opportunities for more staff to be involved within upcoming programmes.

The whole-system review "Redesigning Children's Services for Better Outcomes" has included an examination of how we deliver the valuable family support function within the service. This recognises the critical role of these staff in facilitating change

within families by working alongside them in partnership. Similarly, the redesign process will ensure the service is making best use of the breadth and depth of social work knowledge and skills across the range of statutory functions. Simply put, we need the best people in place to do the right tasks.

Staff development, support and learning

Safe and together	Provided four staff briefings In-service as well as a joint Practitioner session with Midlothian which was facilitated by the national lead from the Safe and Together Institute. So far we have approx. 55 staff successfully completed the 4 day core practice training with a further significant number in the process of completing the on-line programme which is now available. There is now a robust implementation plan in place
Signs of safety	Development of an on-line comprehensive introduction to Signs of Safety which is now part of the induction programme for all new staff. It is also used as a refresher for more experienced staff. Leigh Taylor (Signs of Safety) will be instigating and facilitating a comprehensive relaunch of the approach
Induction	1-2-1 sessions continued throughout 2020/21
SMART planning	Online roadshow was developed and provided across all teams
Coaching for business planning	Sessions have taken place with all teams within children's services in supporting the development and implementation of team business plans. Accountability, engagement, service improvement, small tests of changed were promoted.
PRDs	PRD format has been improved adapted to suit the needs of Children's staff and now includes staff wellbeing / mandatory training / SSSC Registration training. The results of the recent ELC staff engagement survey confirms improved completion rates.

Adult services

The age profile of our social work and social care workforce means that many will be retiring over the next 10–15 years. Although the majority of staff showed exceptional resilience throughout the last year, during the second lockdown and the winter months of 2020/21 exhaustion crept in and morale slipped. Despite this, there was no significant rise in absence levels and of those only a small amount being related to poor mental health; anxiety and depression. This was perhaps due to the significant recognition and therefore support offered to all staff during this time to promote good Mental Health Wellbeing.

Staff retention remained stable and turnover low in all areas, turnover in staff has been in relation to retrials and career progression. However, within Adult Social Work there is a requirement to improve retention by improving career progression and recognition. Monthly in- house training commenced in February 2021 as a step

towards this. In addition, managers are in the process of developing a formal scheme for supported professional training opportunities, supporting unqualified staff to access professional social work training.

As a result of the Pandemic only one person completed their placement over 2019/2020. However, four people completed their placements 2020/2021, which included those who could not complete in 2019/2020. There are currently 4 practice educators within the whole Adult Social Work. In terms of being able to offer robust and regular social work student placements, which is a known route of securing new recruits, this number of educators is not sufficient. It will be important to release staff from some of their day to day duties to mentor/ undertake Practice Educator training and work as Link Workers for student Social workers. This will allow us to build a robust workforce and generate the next generation of workforce for East Lothian. Workforce priorities will include a stronger focus on training and development pathways for social work staff that align to SSSC registration requirements; CPD and career opportunities.

For mental health officers, 'Stop the Clock' legislation placed time limited guardianship expiry dates on hold until 30th September 2020. The impact this caused is the back log in new applications rather than renewal application. This increased the pressure in MHO FTE and further funding to increase allowed for a post to be increased to 1FTE. In addition is investment in agency resources to cover secondments and maternity leave of current establishment.

A further investment through the Carers budget has been given to address the need for carers to have a legal footing on which they can make decisions. Private Guardianships new applications). Recruitment to this post has enabled us to consolidate previous investment in training for an MHO whose accreditation had lapsed thus further increasing capacity in the longer term as satellite MHO or in attracting applications for full time posts. These have been significant and positive steps within the MHO workforce.

In Justice Services, additional non-recurring funding in recognition of the challenge of recovering from the closure of the courts provided for three additional social work staff. Managers completed individual stress risk-assessments for team members. In general, the overall assessment is that the team are managing well. There are identified issues relating to communication and clarity of role which seem to be most prominent, and these areas will be addressed via the Organisational Development day scheduled for November 2021. The assessment will be repeated between January-March 2022 to assess and monitor the impact of measures taken.

Practice within the pandemic focused on supporting the team to develop their interventions with service users. This has included an improved understanding within the team of responsibilities relating to both the risk and welfare needs of service users. A Welfare Clinic was launched to allow social work staff to refer service users with welfare needs (housing, health, substance use, budgeting, ETE etc.) to their social work assistant colleagues who would undertake supportive, motivational and

developmental activities. This allowed appropriately trained staff to undertake relevant activities and 'play to their strengths' – specifically allowing social work trained staff to undertake risk management activities and social work assistants to redress issues of social exclusion and promote engagement with third sector providers.

Managers have begun to look at developing a suite of individual interventions that can be used across the breadth of the justice social work functions. Key areas relating to emotional regulation, decision-making and self-management are being developed.

COVID 19

Children's services

Children's services quickly implemented a critical business model which relied upon staff without underlying health conditions to deliver key tasks from the office base. A rota was created to ensure that there were COVID safe levels of staff in the office while balancing the need for sufficient staffing levels to deliver the priority interventions for vulnerable families. Social work staff rated all allocated cases (red, amber, green) to ensure we had a clear oversight of what families should require and we pulled our available resources together and distributed tasks based on availability and capacity.

Working from home is not a safe and sustainable position for social workers, who strongly rely upon informal and formal support in the course of their day to day work and decision making. While staff were able to utilise some technological solutions to keep connected, there was a delay in staff receiving laptops which left some people feeling isolated from their teams and line managers.

Due to the risks associated with the office base (lack of ventilation), only 23% of the usual workforce were able to be in the office at one time. Regular detailed emails and updates were sent by the Group Service Manager and staff report feeling well informed and supported during this time. Individual contact was made with all staff who were in the high risk category and it was recognised that the impact to this group was particularly significant.

The weekly staff briefing moved to an online platform and this continues to be the main source of connection for the service as whole. The accessibility and flexibility of the senior management team has been a key part in the support offer for staff and we continue to utilise a blended approach with one manager in the office at all times.

The model of homeworking and office working has worked well for the majority of staff during the pandemic. They have responded well to the change in circumstances and we have been able to support staff who have needed to be in the office more often than others. Home schooling was particularly difficult for staff with children of

school age and a time of increased risk to our service with team leaders having to ensure all required work was being completed and risks were not missed because of the stress people were under.

Never have we had such an opportunity to engage with our children and families in so many different ways and we need to hold on to some of this practice if that is what families identify as being important to them.

One of the key priorities for the service is the completion and implementation of the whole-system redesign of Children's (social work) Services in order to improve outcomes for children and young people. Sitting as a one of the key work streams of the overarching transforming services for children programme, this includes the implementation of new approaches to how the Service supports families that will enable it to meet the principles within The Promise. The structure, policies and processes within the Service will change to ensure there is a focus on early intervention and prevention. There will be more multi-agency working to ensure families are provided with the right support at the right time to overcome difficulties. The Service has a clear aim of reducing the number of children who have to move away from their family.

Adult social work services

Staff found it challenging to adapt to the 'new ways of working' at the start of the pandemic. Their work, especially for newer staff members relies significantly on peer and team support. In support of home working, all professional supervision moved to a virtual base immediately at point of initial lockdown. In September 2020, this changed as the feedback from front line social work staff and observation of difficulties with isolated decision-making provided clear evidence that staff needed access to colleagues in an informal manner and access to senior practitioners to explore practice dilemmas prior to reaching final decisions.

A formal rota across 3 office bases was established for Social Work staff, with senior practitioners allocated to each site, so that staff had direct planned access, on a managed COVID safe basis. Numbers of staff at any one time in any of these 3 sites was directly informed by the COVID social distance risk assessments. Access to team managers/ service managers and General Managers on a 1:1 basis for those staff struggling/ needing a private conversation was consistently offered and continues to be reinforced.

A weekly Adult Social Work staff brief, via skype was offered to all staff with a consistent engagement rate of around 70%. Initially the focus was on COVID related information; safety; staff guidance and staff wellbeing. These sessions have now developed to include speakers; information updates, professional practice updates and provides a forum for a full staff meeting whilst we continue with a predominantly virtual workforce. Wellbeing of staff remains a focus of Organisational Development within ELHSCP, with continued significant investment in this area from both employment partners. In addition continued training to support staff in the new ways of working will continue.

Future considerations for social work and social care

The role of social work and social care in meeting the needs of adults and children and protecting them from harm has come into sharp focus during the pandemic. The need to further strengthen our partnership and integration with other professions in order to do more and better together is absolutely clear. We have learnt much about how we can successfully find solutions at a local level and work across our service boundaries. We have seen the value of universal services in providing the bedrock of support to our citizens and the impact of their absence or reduced access on the role of children, parents, carers and adults who rely on and require our services.

The coronavirus pandemic resulted in a disruption for many services and additional funding met by the Scottish Government to mobilisation services is a short term solution. The medium and long term impacts of the pandemic remain uncertain and there is little doubt that significant financial challenges lay ahead. The current fragility of provider organisations in the home care and care homes sector will require action and investment to secure sustainability in these important services.

Whilst some aspects of public life are moving through recovery and renewal, key areas of social work and social care are either at a very early stage of “recovery”, or remain firmly in “response” mode. The impact on our workforce of persistently high levels of work-related stress over such a prolonged period of time is significant.

The pandemic was a driver for the government’s decision to undertake an independent review of adult social care. The Feeley Report articulated the shortcomings of our current system and made bold recommendations about anticipated solutions. Whilst much of the detail required to understand what implementation would look like is still to be developed, the governments’ challenge through the proposals contained within the scope of the consultation provides both opportunities and risks to the future of the social work profession. What may be the best approach for the range of social work services and functions within our East Lothian context, may not serve to protect, promote and unite the profession across the common ground of balancing risk and enablement, choice and control and upholding the rights of vulnerable children and adults. Maintaining stability across social work services in this time of flux and uncertainty is essential.

REPORT TO: East Lothian Council
MEETING DATE: 16 November 2021
BY: Executive Director for Place
SUBJECT: Regional Prosperity Framework

7

1 PURPOSE

- 1.1 To notify Members of the Edinburgh and South East Scotland City Region Deal Joint Committee's approval of the Finalised Regional Prosperity Framework (See Appendix 1), which has been modified as appropriate following the associated public consultation exercise on this regional economic strategy, and to seek the Council's formal ratification of the finalised Regional Prosperity Framework.

2 RECOMMENDATIONS

- 2.1 It is recommended that Council:
- i. Ratifies the finalised Regional Prosperity Framework for South East Scotland as set out at Appendix 1;
 - ii. Notes the overall number of responses and the major themes that emerged from the public consultation (both formal submissions and interactive online sessions);
 - iii. Notes that the following next steps will also be carried out in the context of the finalised Regional Prosperity Framework:
 - preparation of implementation and action plan to support delivery; and
 - preparation of a prospectus version of the Regional Prosperity Framework to showcase the region as a location for investment.

3 BACKGROUND

Context

- 3.1 The Member's Library Report entitled '[Consultation Draft Regional Prosperity Framework](#)' (63/21) lodged in June 2021 sets out the context and background for preparing the Regional Prosperity Framework (RPF). In short, the Framework is to be a non-statutory public statement of an aligned economic vision, ambition and priorities for South East Scotland, and is the first of its kind for this region.
- 3.2 In the development of the RPF, Regional Partners took account of wider plans and strategies and future ambitions, including the projects and programmes of the Edinburgh and South East Scotland City Region Deal, and will seek to ensure that future national, regional and local plans and strategies take account of the RPF as they are developed.

Overview of Consultation

- 3.3 The Regional Prosperity Framework (RPF) was approved for consultation by the City Region Deal Joint Committee on 4 June 2021. The period for consultation ran from Monday 14 June until Monday 26 July (6 weeks) and included a number of ways to respond with views. Short extensions of time to the consultation period were allowed on request.
- 3.4 The consultation Draft Regional Prosperity Framework was published on the City of Edinburgh Council's e-consult platform with links from the City Region Deal website and partner websites to it as well.
- 3.5 Wider awareness raising and engagement around the consultation was co-ordinated by the City Region Deal Communications Group, including social media and press releases issued.
- 3.6 A summary of the consultation activity is provided below:
- Press releases across the region in national and local press;
 - Social media activity across all partner websites and accounts;
 - Letter/email asking partners, key stakeholders and the Regional Enterprise Council to engage and promote the consultation amongst networks ;
 - Email to those signed up for City Region Deal news;
 - Targeted events, such as with the Chamber of Commerce, Third Sector Interface, FE/HE consortium and Federation of Small Businesses;
 - Specific engagement took place with East Lothian's Connected Economy Group;
 - Introductory animation (using images and text) to explain the background and key content;
 - Online survey portal with questions and space for answers.

- 3.7 In total 71 responses were received through the consultation portal, or by email submission. The breakdown of these by geography is below:

Table 3.1 – Breakdown of Consultation Respondents by Geography

Table 3.1 – Breakdown of Consultation Respondents by Geography		
	Number	%
City of Edinburgh	23	32
East Lothian	3	4
Fife	2	3
Midlothian	13	18
Scottish Borders	11	15
West Lothian	2	3
Regional (ESES)	2	3
Regional (non-ESES)		
National	15	21
Other		

- 3.8 In addition to the formal consultation, two additional online engagement sessions were organised. These informal events engaged around 47 individuals from around the region. The sessions were anonymous. Table 3.2 shows the geography of those respondents that took part in the online engagement.

Table 3.2 – Breakdown of Online Participants by Geography		
	Number	%
City of Edinburgh	20	42
East Lothian	3	6
Fife	8	17
Midlothian	4	9
Scottish Borders	7	15
West Lothian	1	2
Other	4	9

- 3.9 As the online events were anonymous there is no detailed information about respondents' characteristics. The session introduction made clear that those taking part were doing so as individuals.

- 3.10 The major emerging themes from the consultation are summarised below. Detailed analysis and proposed amendments to the Framework were made to address the matters raised:

- Travel – including feedback from Transport Scotland
- Environment – including NatureScot
- Society/Place – including feedback from Scottish Government More Homes Division and NPF4 teams; Scottish Enterprise; Creative Scotland; and Homes for Scotland.

- 3.11 The online engagement events surfaced similar themes including:

- People & Workforce – access to skills and training is key, including upskilling and apprenticeships (perhaps with an emphasis on “green skills”), access to jobs, addressing skills shortages, developing transferable skills. The wider context of EU Exit and Covid-19 as significant threats to future workforce stability and opportunities was highlighted.
 - Environmental – appetite to place environmental sustainability more centrally in the vision and document (including development of microgrids, response to climate emergency;
 - Place & Transport – quality of place; pride in place and a positive legacy; successful economy, access to affordable housing, changing patterns of travel accelerated by the COVID-19 pandemic;
 - Wellbeing – including fair work, active travel / core path improvements, addressing (fuel and other) poverty recognising the link between poverty and poor health, community wealth building, and the need to create better career paths in the care sector in order to meet our future care needs as a society;
 - Equality – and a desire to see a fairer region.
- 3.12 The final version of the Framework has sought to incorporate the major themes above and, where appropriate, specific feedback and comments made by individual participants and on behalf of organisations.

Governance

- 3.13 The Elected Member Oversight Committee met on 20 August and provided feedback on the draft final version of the Framework. The Regional Partners Joint Committee then approved the Final Regional Prosperity Framework at Appendix 1, subject to ratification from the respective organisations council/committee/court meetings.

Next Steps

- 3.14 Subject to East Lothian Council’s ratification of the Final Regional Prosperity Framework at Appendix 1, work will progress on an implementation and action plan to support delivery of the Framework as well as the development of a summary prospectus version.
- 3.15 The next steps above will be developed in collaboration with the Elected Member Oversight Committee members as appropriate.

4 POLICY IMPLICATIONS

- 4.1 Once adopted, the intention is that the Regional Prosperity Framework would become non-statutory regional policy and strategy. It would be a high level agreed statement of regional economic priorities and ambitions. In that context, its primary purpose would be to help inform the development of other national, regional and local plans and strategies, including a future review of the Council’s Economic Strategy.

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 The Regional Prosperity Framework builds on the City Region Deal ambition of delivering inclusive growth and seeks to deliver a holistic non-statutory regional economic vision that will provide the framework for economic recovery post-pandemic and future direction for major projects and investment that supports inclusive growth and the transition to a net zero emissions economy over the next 20 years. It therefore sets the Deal projects and programmes within the context of a regional economic narrative that seeks to influence future national, regional and local plans and strategies, which themselves will be subject to Integrated Impact Assessment.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – Consultancy support has been paid for by monies received from the Scottish Government’s Regional Recovery & Renewal Fund (£30k) and £30k SESplan rebate carried over into this financial year through City of Edinburgh’s accounting arrangements.
- 6.2 Personnel - Work has been undertaken to date by the Thematic Leads Group, including an officer of East Lothian Council. Latterly support from a consultant has been obtained, but this arrangement has not expired. It is envisaged that some on-going contribution will be needed from East Lothian Council officers to develop and oversee work on the development of the implementation / action plan and prospectus.
- 6.3 Other – none

7 BACKGROUND PAPERS

- 7.1 [Consultation Draft Regional Prosperity Framework](#) – Member’s Library Report (63/21)- June 2021
- 7.2 [Regional Prosperity Framework Consultation Draft for Approval](#) – Edinburgh & South East Scotland City Region Deal Joint Committee – 04th June 2021.
- 7.3 [Regional Prosperity Framework Consultation Draft for Discussion](#) – Elected Member Oversight Committee – 21st May 2021
- 7.4 [Regional Growth Framework Update](#) – Elected Member Oversight Committee - 16 April 2021.
- 7.5 [Ratification of City Deal Governance Arrangements](#) – 27th October 2020
- 7.6 [Regional Growth Framework](#) – Joint Committee – 3rd September 2019
- 7.7 [Edinburgh and South East Scotland City Region Deal](#) – 26th June 2018

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Appendix 1

Consultation Draft Regional Prosperity Framework

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Edinburgh and South East Scotland Regional Prosperity Framework (2021 – 2041)



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EXECUTIVE SUMMARY

The Edinburgh and South East Scotland (ESES) city region has an extraordinary platform to build on. The region, home to 1.4m people, of whom 65% are of working age, hosts a strong economy, incredible natural assets, world class educational institutions and cultural programmes, and diverse and innovative private and third sector businesses. The region delivers approximately 30% of Scotland’s total economic output from a diverse industry base.

While the platform for the future is strong, there are a number of challenges that must be addressed to support future development. These include: the recovery from Covid-19 and its economic and social impact; addressing inequalities across the region; and delivering a just transition to a net carbon zero economy, responding to the Climate Emergency declared by Scottish Government in April 2019.

Partners across the region have been working hard to deliver on the City Region Deal that will bring investment of £1.3bn over a 15-year period. Partnerships across the region have been strengthened as a result of closer working that the City Region Deal has brought, allowing our collective and individual priorities to be articulated more clearly than ever before. It has helped us to develop a mechanism by which we are able to deliver on the key needs of our citizens. In developing this Framework, partners have articulated a vision for what they hope to achieve collectively through this approach.

Our Vision

Our aim is to become the data capital of Europe. We will ensure the social and economic benefits of this capability **extend to all**. All sections of the community will have the opportunity to develop the **key skills that will help to end inequalities in our society**. We will **protect our environment and make best use of our extraordinary built and natural assets**, ensuring that the Edinburgh and South East Scotland City Region delivers a just transition to a net zero economy. **Our institutions, ancient and modern, will deliver positive outcomes that enhance our local, national and international reputation.**

At the heart of the Framework are three key components: delivering a future society that is **resilient, flourishing and innovative**.



The challenges of Covid-19 have highlighted the need for **resilience** to ensure that our citizens have the support they need to respond quickly to the key issues in our communities.



Flourishing because we need to design a society and economy that works for everyone. The inequalities across our region must be tackled head-on by this work



The ESES region was home to the Scottish Enlightenment and now has a unique opportunity to build on the investment from the Data Driven Innovation programme. We must embrace the spirit of **innovation** found across our communities and businesses and direct this to solving a wider range of challenges

While this document mentions the economic successes of the region and plans for future growth, it also recognises the need for the environment, inequalities, well-being and quality of life to be prioritised. The region regularly tops UK city lists for quality of life¹, but there are significant challenges we must address

¹ For example https://www.numbeo.com/quality-of-life/country_result.jsp?country=United+Kingdom

within our communities to support all our citizens. In order to build this society, there are a number of key initiatives reflected within this document. This includes the need for critical infrastructure to enable this development. It also includes how we will protect the environment and support individuals to maintain the sense of community through a neighbourhood approach that helps maintain the culture, identity and vibrancy throughout our communities. Partners recognise that each forward step we take must be imbued with the need to reduce our carbon emissions impact and to reduce inequality across our region.

This Framework alone is not a silver bullet to deliver our vision. Our recommendations on collaborative working, engagement and the infrastructure must be backed up by action, and it must continue to be updated to reflect our changing circumstances. To deliver on these outcomes will require government and city region partners to work differently.

Our region’s attractiveness and existing strengths both as a place to do business and where to enjoy an unrivalled quality of life provide an incredible platform from which a prosperity framework can be launched to ensure that the region’s successes are enjoyed by all residents. However, it also recognises the challenges faced by the region to remain competitive on a global scale. To achieve this, there are a few critical elements that this framework must deliver:

- 1) **What, not how.** *This document sets out a strategic vision. It helps to define the future that the region aspires to. This document will be supported by subsequent action plans that articulate the “how” of delivery. These will be delivered within 4 months of the publication of this framework.*
- 2) **Leading to Deliver.** *The future state, as defined by the “big moves” that will cement the reputation of the region, will only be achieved by effective use of our major infrastructure to support delivery. This will require strong leadership to ensure cross-boundary benefits are delivered. These moves are captured at the end of this Summary.*
- 3) **Playing to Our Strengths.** *These moves (also captured in the image below) capitalise on the competitive advantage of our world class data infrastructure to deliver the society that our citizens demand.*
- 4) **Taking Complex Decisions.** *Our leaders must make a number of challenging and complex decisions which must be transparent to support the public’s understanding of how these choices have been made.*
- 5) **Working Together.** *This framework shows a region of different communities, geographies and populations working together to deliver a future that works for its people and businesses. The commitment from each local authority in helping define this vision has been absolute.*

We have identified 9 major regional opportunities – “The Big Moves”. The diagram below highlights how the 9 “big moves” (which we explore in Section 8) mesh together to benefit our people, places and planet and can be delivered by building on the major enablers across our region. Within each of our big moves, we have included illustrative projects to deliver the big moves. Details of each are included in Section 8.

OUR BIG MOVES	Data Capital of Europe <ul style="list-style-type: none"> • Agri-tech and Healthcare • Fintech • DDI across key sectors • Usage of Infrastructure 	Re-thinking Our Place <ul style="list-style-type: none"> • Sustainable approaches • Society & business • Regenerating High Streets • Regional Spatial Strategy 	Sustainable Transport <ul style="list-style-type: none"> • Rail network • Waverly transformation • Regional Mass Transit • Active travel
	Regenerating the Forth <ul style="list-style-type: none"> • Forth Ports Freeport/ Greenport programme • Regeneration of Edinburgh Waterfront • Cockenzie Regeneration and Blindwells 	Sustainable Tourism & Culture <ul style="list-style-type: none"> • Regional tourism network • Fair working principles • Edinburgh Festivals 	Supporting Enterprise <ul style="list-style-type: none"> • Innovation ecosystems • Support for young people • Wellbeing at heart of recovery
	Aligning Skills <ul style="list-style-type: none"> • Future skills • Digital skills • Addressing shortages • Employer skills 	Re-Inventing Healthcare <ul style="list-style-type: none"> • Usher Institute • Advanced Care Research Centre • BioQuarter • Strong regional partners 	Anchor Institutions <ul style="list-style-type: none"> • High local impacts • Sustainable employment • Reputational pull
ENABLER	INFRASTRUCTURE		
	PEOPLE AND ORGANISATIONS		

Figure 1 – Regional Prosperity Matrix

Our Major Regional Opportunities are inter-dependent and will require careful design to maximise delivery potential. We have also included within each opportunity explicit references to the projects for each of these within Section 8.

This document represents our statement of intent for the future of the region. The delivery of this vision will be enabled by a number of tangible pieces of work, some of which are highlighted in the table above. Each activity that helps to deliver this vision must contribute to the environmental journey and must help us to eradicate poverty in our region. Where activities fail to support either of these ambitions, we must take action to address this.

FOREWORD - REGIONAL PROSPERITY FRAMEWORK

Why Prosperity?

Prosperity reflects our ambition of a future that works for everyone. Economic success must not be at the expense of our planet, it must not exploit or marginalise anyone, and it must be shared more equally across the region.

This focus on a prosperous region benefitting all is what underpins the Framework.

The Framework is intended to be a document that articulates the long-term aspirational goals for Edinburgh and South East Scotland to **guide the future direction** of regional economic and wider policy across stakeholders. It seeks to set an ambitious **20-year vision** for the regional economy, up to 2041.

The region has always been a key part of, and of critical importance to, the Scottish and UK economy. It was home to the Scottish Enlightenment where leading thinkers influenced and innovated global thinking across fields such as science, medicine, engineering, agriculture, botany, zoology, law, culture, philosophy and economics. We must lead and initiate change again. We have world-class resources, institutions and talent and, more than at any other period of recent history, need to utilise these in working together to address our challenges and opportunities in an integrated, sustainable and equitable way.

Building on the successful regional partnership that is delivering the £1.3bn Edinburgh and South East Scotland City Deal, the Framework aims to set out a broader, ambitious joint approach to regional collaboration. It seeks to identify how partners in the region can build on other significant investments, such as those supported through the City Region Deal to further improve the way the regional economy functions, particularly in a post COVID-19 environment. It has been developed with input from public, private and third sector organisations. It aims to address the region's challenges and opportunities to make Edinburgh and South East Scotland a better place to live, work, study, visit and invest for current and future generations.

The Framework will be non-statutory, but it will be a **public statement of Regional Collaboration, with a wide range of partners coming together to support an agreed vision, ambition and priorities** for Edinburgh and South East Scotland. This level of regional collaboration needs all those able to contribute to the growth of the region to use the Framework to shape their individual and collective local, regional and national plans and strategies. Our nine major regional opportunities in Section 8, are an indication of the nature of our ambition for transforming the region.

The development of the Regional Prosperity Framework requires impactful collaboration between Government(s), national agencies and regional partners to drive prosperity that promotes greater equity. An empowered Regional Economic Partnership, as envisaged by the Scottish Government's Enterprise and Skills Review, would provide business and the third sector, regional partners, including higher and further education, and national agencies practical influence over regional economic planning.

Recognising the significant changes that the region and Scotland as a whole face in the next few years, the Framework will be flexible and adaptable. As such, it will be subject to regular review and update over its lifetime, and parts of it will also be kept 'live' to take account of and to allow responses to very rapid change.

1. WHO ARE WE?

The Edinburgh and South East Scotland City Region comprises around 10% of the Scottish land mass and with a population of 1.4 million, around 26% of Scotland's population. It is also a key driver of the Scottish economy.

However, given the scale of the region, it is also a place of vast diversity. The circumstances and experiences of places are very different. This is true at the local authority level with marked differences, for example, between respectively the urban and rural contexts of City of Edinburgh and the Scottish Borders; attached as Appendix 3 is a summary of some of the unique characteristics of each of the 6 Council areas that make up the region. It is also true at the local level with significant differences between neighbouring places in the same localities.



This Framework has been developed by a range of organisations who recognise the significant benefits of coming together and working collaboratively to support the best possible future for the region. Key partners include the Edinburgh City Region Deal signatories (the six local authorities, together with regional universities, colleges and the Regional Enterprise Council, UK and Scottish Governments), as well as a range of other organisations with a key role in the Region such as Scottish Enterprise, Skills Development Scotland, South of Scotland Enterprise and SEStran.

2. WHY ARE WE WORKING TOGETHER?

Through our highly successful City Region Deal in Edinburgh and South East Scotland, we are already working in a co-ordinated way and are seeing the clear benefits achieved by partnering together. It is the stated ambition of Scottish Government for Regional Economic Partnerships to draw upon growth deals to further maximise the benefits that arise when local authorities work together and with national agencies, universities and colleges, the third sector and the private sector. The Scottish Government believes that REPs bring together regional interests, focussing and aligning resources, sharing knowledge, and identify new joined-up plans to accelerate inclusive economic growth at a local, regional, and national level. We share the Scottish Government’s ambitions for regional working and believe that the Edinburgh and South East REP can set the example for other partnerships elsewhere in Scotland by deepening and expanding collaborative working in the months and years ahead.

To secure the best possible future for the region the public, private, voluntary and education sectors now see an opportunity to work more effectively to deliver greater collective impact. There is a lot that connects the different parts of the region, with interdependencies in areas including labour markets, housing markets, transportation and supply chains. The City cannot succeed without the wider region and vice versa. Against this background, the Edinburgh and South East Scotland region, like other regions across Scotland, is facing a period of unprecedented challenge and opportunity.

We have a shared duty to address the interrelated challenges of climate change, sustainability, biodiversity loss, inequalities, health and well-being, and the need to create new jobs and businesses while enabling a just transition to a net zero economy by 2045.

To face our current challenges, we need to rebuild our economy so that it supports:



People – to access fair work, to learn and develop new skills and to live happy and healthy lives



Places – that are sustainable, and attractive to live and work in and where enterprise thrives



Planet – meeting our needs in a way that will allow future generations to meet theirs, with a focus on reduction of greenhouse gas emissions (sustainability).

We need to do this against the backdrop of the UK’s exit from the European Union (EU), and the global COVID-19 pandemic. We need to collaborate to enable a net zero recovery and to address our shared and interrelated challenges. Business as usual is not an option, as the cost of inaction will be too great. We need to think globally, act locally, and meet our needs in a way that allows future generations to meet theirs. Feedback from the public consultation has emphasised the need to prioritise environmental choices that must be central to the region’s identity.

Our next step, through the development of this Regional Prosperity Framework, is to agree common goals and to work together to achieve them. This will allow us to develop a shared understanding of how the region can make a more significant contribution to the Scottish and UK economy, and highlight the important role each region, sector and organisation can play individually and collectively in realising the region’s potential.

To achieve this the Regional Prosperity Framework will be used as a basis to guide and integrate public, private and third sector decisions, actions, collaborations, strategies, policies and investments across areas such as **sustainability, climate change, energy, transport, planning, housing, infrastructure, education, digital, services, equalities, well-being, economic development, procurement and delivery.**

3. HOW DID WE GET HERE?

Our Region before the UK Exit from EU and Covid-19

Ambitions to deliver economic growth, particularly in our region, tasked successive regional strategies to accommodate more development and increase our population. The pace and scale of this change, and environmental and infrastructure constraints, meant economic development had to be distributed across more of the region to meet growth requirements. Whilst this approach has been successful in some cases, not all our communities have equally benefitted from the work so far. Some parts of the region continue to be among the mostly poorly performing parts of the country when measured according to conventional economic measures such as GVA, while others have seen negative impacts from growth such as overheated housing markets. Within the City and across the region there are stubborn pockets of economic under-performance, inequalities and deprivation.

Areas of deprivation often exist where industries have declined and were not replaced. Comprehensive development programmes did not deliver mixed, sustainable communities, while other areas have never experienced sustained programmes of economic support. This mixed picture is also reflected in the strength of town centres across the region, with some more than others impacted by changing retail patterns, behaviours and trends, and out of centre retail locations, further deepening inequalities.

The region's outstanding higher education institutions are located in key strategic locations across the region, and its further education institutions serve their local communities. The 2016 BEIS-funded Science and Innovation Audit² highlighted the regional opportunity around data science and innovation. This was the foundation for the development of the Data-Driven Innovation (DDI) Programme, which set the differentiating vision for Edinburgh and South East Scotland as the **Data Capital of Europe**.

The Universities of Edinburgh, Heriot Watt and Queen Margaret University extended to locations on the southern and eastern edges of Edinburgh to create innovation clusters. This has enabled wider collaborations with the public and private sector to improve public and commercial service delivery.

West Lothian have strategic plans in the pipeline to capitalise on the advanced technology and manufacturing industry for potential university presence in the years to come. It is crucial that this builds on the supported growth of key data-driven innovation sectors, including: public services, finance and fintech, insurance, artificial intelligence and robotics, and bio, health and life science, food and drink and agricultural innovation.

Colleges have a crucial role to play in facilitating skills and process innovation activity to support local and regional economies and increase productivity across Scotland. Colleges will continue to build on their positive relationships with SMEs and give those enterprises opportunities to develop new and innovative business processes.

Through their close working with industry and individual business, the region's colleges have a vital part in supporting business development and sustainability, enabling the sector to play a role in supporting the region's research and innovation economy and positioning them to make a difference to future prosperity, building on existing work in this space around emerging skills needs, areas of innovative economic growth and the green recovery.

There has been notable growth in other key economic sectors such as services and freight and logistics, particularly beyond Edinburgh. Generally, though, the pattern has been a decline in traditional industries and reuse of former industrial sites for housing. Across the region many industrial premises are ageing and require adaptation or replacement to meet current and future needs.

Agriculture, horticulture, fishing, forestry and food and drink remain important regionally, with strong international reputations. tourism offer is genuinely world class but most activity is focused on Edinburgh's

² See [Audit points to city and region's digital potential | The University of Edinburgh](#)

city centre, putting a strain on infrastructure and assets. This overshadows the wider regional tourism offer and undermines the potential for linking our cultural, natural heritage and leisure tourism assets and workforce in a more compelling and integrated way.

House prices are unaffordable to many, particularly in areas within easy commute to central Edinburgh. A number of key settlements across the region expanded significantly in response to housing need and mobile demand, but jobs did not follow. Employment density has remained low outside the City of Edinburgh. Housing demand, and prices, are high across the whole region, and there is a need to significantly increase the supply of affordable homes with a wider range of house types, sizes and tenures including mid-market rent and specialist housing.

Housing-led regeneration has been successful where aligned with wider interventions, programmes and investments, including job creation, skills development and training, but less so where such approaches were not followed. Access to land and funding for affordable housing delivery is and will be a significant factor in influencing where people can live, and if and how they can access opportunities and amenities in future.

Whilst the growth of the region has brought much success, in-commuting (commuting with the City Deal boundary) and greenhouse gas emissions have increased and contributed to transport accounting for 37% of Scotland's greenhouse gases. Combined with the increased pressure on infrastructure and services it has contributed to pressure on the environment and sustained inequalities, and in some places widening them. More can be done to improve well-being, accessibility, connectivity and productivity. These factors are replicated across Scotland and contributed to the Scottish Government's declaration of a climate emergency in April 2019.

There are high levels of transport poverty³ across the region, even pockets in Edinburgh (please refer to the Transport Poverty Map in Appendix 2 from SEStran RTS Main Issues Report – June 2020), reflecting the high cost of transport, poor connectivity, which all contribute to the reliance on the private car exacerbating the barriers to employment, training and education. This has an impact for cross-regional travel, presenting an issue for individuals on entry level wages requiring public transport. This is reinforced by the Workforce Mobility Deprivation Index that is a blend of 4 SIMD factors affecting citizen access to employment, training and education.

Different issues and opportunities mean that a one-size-fits-all approach across all six local authority areas would not make sense. Complexity has been increased with the home/blended working response from Covid 19. Detailed transport issues, that take account of Covid 19, are captured in Strategic Transport Projects Review 2 – Edinburgh and South East Scotland Case for Change, SEStran RTS Main Issues Report – June 2020 and the regional partner's Main issues Reports to support the development of national, regional and local Transport Strategies and Mobility Plans. The extent to which we can adapt and be more resilient and successful in future will depend on how effectively we transition. Collaborative working will be an important part of the response.

The Framework must not only be sensitive to the distinctiveness of places, its goal is to create a framework which responds to our differences, enabling us to marshal capacities and assets across our region more effectively to meet challenges and make the most of opportunities.

³ Transport poverty is disadvantage experienced by those who are disproportionately affected by high transport costs compared with their income, lack of suitable transport options or service accessibility that impacts on the ability to access employment, education, amenities or services

4. WHERE ARE WE NOW?

OUR CURRENT REGIONAL ECONOMIC PROFILE

The following section summarises some of the region's key economic and demographic trends as well as infrastructure assets and sectoral strengths. This information is drawn from the technical annex and from other relevant contextual documents, including the City Regional Deal document.

Figure 1 – Economic Overview



Prior to the COVID-19 pandemic, the Edinburgh and south east Scotland economy was performing strongly, with a level of growth that exceeded the Scottish average. Overall, the region was contributing approximately £36 billion per year to the Scottish and UK economies through its diverse economy.

The distinctiveness of Edinburgh and South East Scotland's culture, history and tourism offer continued to draw visitors from across the world. In 2020, the total GVA for the region was £38,365 million, accounting for 30% of the Scottish total GVA output. This is an increase of 7.5%, or £2,676 million, from 2010. This also accounts for roughly 2.2% of UK GDP, highlighting how the region continues to outperform expectations.

A key factor contributing to the region's economic output is the strength of its key sectors. Across the City Region, GVA in 2020 was primarily driven by the following key sectors: Finance and Business Services; Health and Social Care; Engineering; and Digital. Each of these top performing sectors have continued to operate throughout the COVID-19 pandemic, with heightened demand and increased opportunities emerging in Health and Social Care and Digital Technologies.

Despite significant strengths, sectors such as manufacturing, hospitality & tourism and creative industries in the region have been especially impacted by COVID-19. In addition, the region is composed of local authorities with varying levels of socio-economic resilience, based on Oxford Economics Vulnerability Index. The vulnerability index provides an indication of how well equipped a local authority is to withstand the economic shocks resulting from COVID-19, by considering its economic diversity, business environment and digital connectivity.

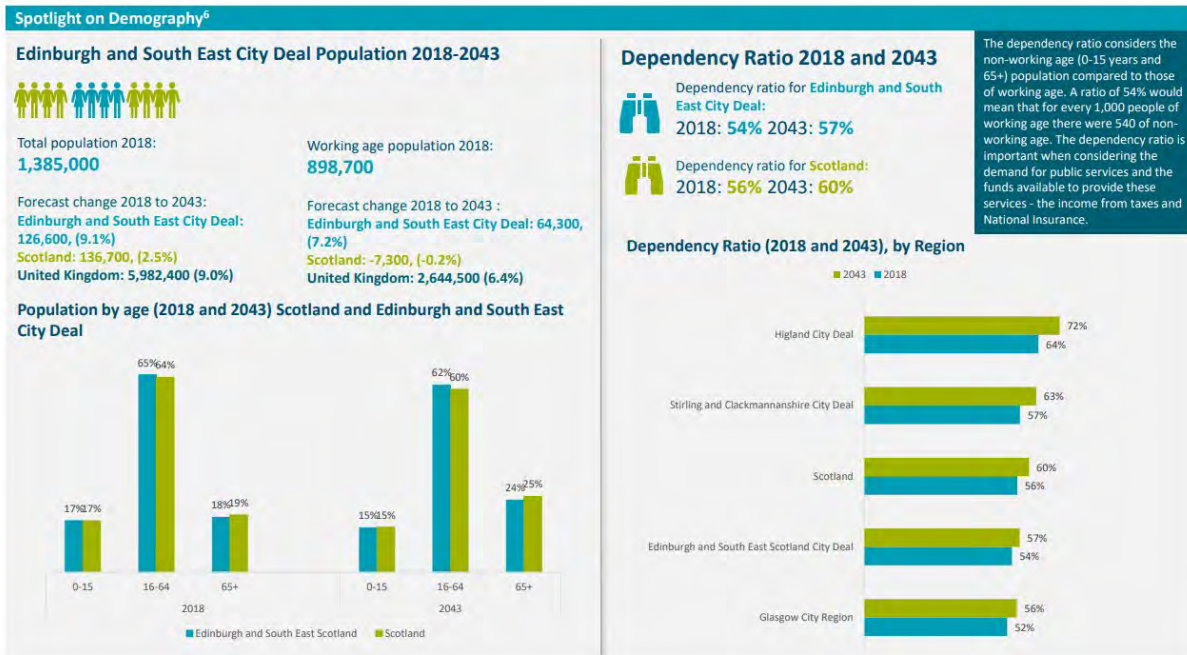
Local authorities across Edinburgh and South East Scotland with a lower share of small businesses, self-employment and reliable digital connectivity tend to be most resilient, such as the City of Edinburgh and Midlothian, which are the 1st and 4th most resilient local authorities in Scotland respectively. Other local authorities such as the Scottish Borders (the 3rd least resilient local authority area in Scotland), however, have lower levels of resilience due to poor connectivity and lower rates of home working, with a relatively high number of small businesses and individuals who are self-employed.

Despite the economic impact of COVID-19 across the City Region, economic growth is forecast to continue with average annual growth projections from 2020-2030 suggesting a growth rate of 2.4%. This is higher than the average annual growth projected for Scotland as a whole.

Demographics

The area is home to almost 1.4 million people, around a quarter (26%) of Scotland’s total population. However, over the past 10 years, the rate of population growth has begun to decline due to a reduction in natural birth rates. This is coupled with an increase in life expectancy across the region. Over the 10 years from 2009 to 2019, across all six of the local authorities, the increase in those of non-working age has been higher than those of working age (16-64). This is felt most acutely in Fife and the Scottish Borders, where the working age population has decreased by 1% and 4% respectively since 2009.

Figure 2 - Population



A demography with an ageing population and a high dependency ratio (the number of people of non-working age dependent on those of working age) means that a smaller pool of people of working age are supporting a larger pool of older people who are not working. This in turn puts additional pressure on public services. There is also a more limited labour pool on which to draw to address regional recruitment needs. Some sectors such as Health and Social Care are already experiencing skills challenges and could find it increasingly challenging to recruit the people they need unless more people of working age are attracted into the region.

Regions with high dependency ratios such as the Scottish Borders, East Lothian, and Fife, are more likely to experience labour shortages. However, this could be offset by enhanced automation in certain sectors and a focused talent attraction and retention strategy. It is also worth noting that people of non-working age contribute much through ongoing paid work, volunteering, and formal and informal mentoring.

Labour Market and Skills Landscape

The COVID-19 pandemic has had a demonstrable impact on businesses and key sectors across Edinburgh and South East Scotland. As of February 2021, there were 95,000 individuals who have had their employments furloughed across the region: accounting for 26.1% of Scotland’s total furloughed workforce. All local authorities, with the exception of the City of Edinburgh, have a higher number of females than males currently on furlough.

Figure 3 – Furloughed Jobs and Redundancy



Despite the financial impact on businesses, there has been a steady rise in the number of job postings across the region over the past 12 months, highlighting a return of recruitment. The number of new job postings has increased by 5,958 from 3,651 in April 2020 to 9,609 in March 2021. This suggests that as lockdown measures were relaxed over the latter half of 2020 business confidence began to return.

Over half of these job postings were advertised in Edinburgh, followed by Livingston and Dunfermline. Programmers and Software Development Professionals, Care Workers and Home Carers, and Nurses were the most frequently advertised occupations with skills such as teamwork and collaboration, customer service and budgeting, in high demand.

The top employing industries across the City Region over the past 12 months have been Human health activities (22%), Education (16%) and Public administration and defence (8%) with the median real time salary associated with all postings across the 6 local authorities reaching £31,800.

However, job postings in the City Deal region remain 15% lower in March 2021 when compared to March 2020, suggesting that many businesses are struggling to stay afloat – and the types of jobs available may not offer the security or hours in demand from those in the labour market.

Forecast opportunity areas and recent job postings data all highlight the importance of softer skills as well as technical skills to employers across the city region. Going forward, ensuring meta-skills such as ‘Social intelligence’, ‘Self-management’ and ‘Innovation’ are part of provision planning will enable individuals to compete in a competitive and changing labour market.

Looking ahead, the number of people forecast to be needed to fill job openings in the labour market by 2023 is 95,100; accounting for 28% of Scotland’s total number of job openings. This is primarily driven by replacement demand, when people retire from the labour market as opposed to new job creation. It is anticipated that despite the short-term labour market challenges facing the region, there could be some job growth and new opportunities created in the mid-term.

REGIONAL IMPACT FROM UK EXIT FROM EU & COVID-19

The cumulative effects of Brexit and Covid-19 will have short, medium, and longer term economic, social and environment effects at a regional and national level.

The COVID-19 global pandemic has had wide-reaching economic, social and health impacts around the world. For Edinburgh and South East Scotland, the impact on the economy has been significant because of the large number of people employed in tourism, travel, hospitality/food service, arts, culture and (non-food) retail.

Health, economic, digital and transport inequalities that existed before the pandemic have made it more difficult for some households to cope with the effects of lockdowns and restrictions and COVID has placed significant pressures on personal finances. The effectiveness of community action projects, right across the region, have provided strong support and helped to minimise the impact on the most vulnerable in society.

Many existing business models are under threat, not just because of the immediate restrictions, but in the medium-term trends (e.g. home working) affecting patterns of consumer behaviour. This particularly affects transport, culture, retail and hospitality/food service. An economic divide between those businesses and individuals who can adapt to new ways of working, or move into new roles, and those who cannot, will develop and widen, unless support is put in place.

In addition to COVID-19, the UK's recent withdrawal from the European Union has the potential to create additional challenges for Edinburgh and South East Scotland's labour supply. In June 2020, there were 85,000 EU nationals living across the six local authorities in the City Deal, accounting for 35% of the total number of EU nationals residing in Scotland. This is a decrease of 37% (1,000 people) from December 2019. Once Hospitality and Tourism enters a stronger recovery phase there may be an increase in skills shortages across the sector due to its high composition of non-UK nationals. This skills deficit has been noted through the public consultation of this framework, with a clear voice on how the region's employers will depend on the education institutes to minimise these risks.

The outmigration of people from the City Region over the 6 months to from December to June 2020, hints at the potential future direction of travel in migration flows. Given that Scotland and the City Region's only forecast population growth was due to inward migration, the UK's exit from the EU has the potential to create skills shortages across a range of sectors and occupations, whilst adding to longer-term labour supply challenges related to a shrinking working age population.

Identification of Vulnerable Groups

Throughout the pandemic, the unemployment rate for 16–64-year-olds in Edinburgh and South East Scotland increased gradually from 3.1% in March 2020, to 3.7% in September 2020 (25,500 people). This is lower than the Scottish unemployment rate of 4.4% (Feb. 2021). Fife has consistently had the highest rate of unemployment of all six local authorities, and women across the City Region currently have a higher unemployment rate (4.1%) than males (3.4%).

Modelling suggests that in a worst-case scenario, if the unemployment rate across Edinburgh and the South East of Scotland were to reach 20%, we could see up to 141,700 individuals unemployed.



The impact of COVID-19 has not been evenly dispersed across the labour market. Young people have been at a particular economic disadvantage, with many employed in sectors that have been heavily restricted or closed due to physical distancing measures. In September 2020, the 16–24-year-old unemployment rate was 12.4% (9,600 individuals), higher than the Scottish rate of 11.1%. This is three times higher than the 16-64 unemployment rate.

There is also concern that the furlough scheme could be operating as a potential buffer to rising unemployment rates in the long term. Assessing the number of people on universal credit provides a timelier indication of COVID-19 potential financial impact on individuals across Edinburgh and South East Scotland. Between March 2020 and February 2021, the claimant count rose by 94.5% (57,300 people) from 60,600 to 117,900. This suggests that there has been an immediate number of job losses since the outbreak of COVID-19 across the region.

For rural regions such as the Scottish Borders, increased youth unemployment has the potential to lead to a talent drain as young people look for employment and training opportunities in other areas. This, in combination with rural transport and digital connectivity poverty, could create further labour market and skills supply challenges that persist beyond the COVID-19 pandemic. The Strategic Transport Projects Review 2 - Edinburgh and South East Scotland Case for Change report includes contextual information of relevance to these issues as well as further details on the transport problems and opportunities in the region.

Recent insight provides that 10,276 of 11,083 (93%) school leavers across the City Region transitioned into positive destinations. Most school leavers in went into Higher Education (4,554) or Further Education (3,311), and 396 individuals went on to training opportunities. It is worth highlighting that the number of school leavers going into employment increased by 49.8% to 2,849 in 2019/20 from 1,902 in 2018/19. In addition, the number of unemployed and job-seeking young people fell from 503 in 2018/19, to 395 in 2019/20.

A key area of focus over the years after the COVID-19 pandemic will be ensuring that all young people are supported into employment and training opportunities within the labour market, with additional support provided to those living in areas of high multiple deprivation. There is an expectation that the future of the labour market including portfolio working; increasing automation; and the rapid pace of change in the nature of work are likely to impact on support requirements. This is an area where our ambition is to target support appropriately, in a way that continues to respond to changes, but it is envisaged that young people will be particularly affected and will therefore be an important priority group. As part of this work, our education institutes across the region may have to deliver new apprenticeships or career pathways to support these people.

Regional Skills and Talent Development

Significant regional benefit has been achieved from the development of the Integrated Regional Employability and Skills (IRES) Programme, which continues to underpin each aspect of the ESES City Region Deal. The IRES Programme is facilitating a growing network of private, public and third sector organisations who are working together to ensure employability and skills investments are maximized. This change programme continues to embed inclusive growth factors within the network enhancing opportunities for those who live and work within the region to access higher skilled and higher paid opportunities.

The IRES Programme is comprised of seven projects:

- Housing Construction and Innovation (HCI) targeted skills gateway
- Data-Driven Innovation (DDI) targeted skills gateway
- Integrated Employer Engagement
- Intensive Family Support service
- Labour Market Analysis and Evaluation
- Workforce Mobility
- Integrated Knowledge Systems

Some of these are designed as enablers, promoting longer-term partnership working and richer collaboration between stakeholders throughout our city region area. For example, Integrated Knowledge Systems and Labour Market Analysis & Evaluation projects are ensuring the better collation, analysis and evaluation of data from stakeholder across the six regions, in order to support enhanced skills planning and supporting our response to the changing labour market in response to the Covid-19 pandemic.

Other projects such as the targeted skills gateways and the Intensive Family Support service will provide more tailored client-specific support, through engagement, training and access to progression opportunities.

Inclusive growth priorities ensure that the IRES Programme continues to address the needs of citizens including disadvantaged and marginalised groups, unlocking access to good opportunities. Closely aligned school, college, and university planning will enable educational and workforce routes for learners into key sectors. Labour market demands will inform skills planning and the delivery of upskilling opportunities providing transition into successful and sustained careers. This will prove critical to help upskill or retrain those who may wish to pursue alternative careers available to them across the region.

By supporting the needs of the regions labour market, the IRES Programme will continue to identify opportunities to enhance the skills of residents through alignment with key growth sectors. Tackling inequalities and promoting fair work agenda will remain a key focus for the project, supporting economic success as well as enhancing the wellbeing and prosperity of citizens, communities, and business. A strong regional network remains key to the success of the IRES Programme. Working closely with partners the project aims to inform evolving policy and practice needed to support the region to achieve outcomes.

Transport

COVID-19 has changed the demand for, how, why and when people travel. This has been experienced nationally, regionally and locally and longer term impacts remain to be seen, but it can be expected that there will be longstanding changes that impact on the transport network in the region and also present opportunities to lock-in positive behaviour change such as an uptake in walking and cycling. Information on

monitoring of the transport trends during the COVID-19 pandemic is available on Transport Scotland's website.

Emerging Opportunities

Despite the challenges presented by the COVID-19 pandemic, there are emerging areas of innovation and opportunity that could be the drivers of future economic growth. Enhanced reliance on digital technology has not only driven business innovation across key sectors, but it has also reshaped the landscape of work as we know it. Many sectors, such as Financial and Business Services across the City Region, are changing to a more flexible 'work-from-home' model and increasing their digital capacity. As a result, more opportunities could be brought to the region, with an increase in remote working from any local authority, while recognising the potential impact on the existing office sector and city centre retail and other support services.

This opportunity could extend beyond COVID-19 and result in several societal and economic benefits to the region, such as reducing congestion and carbon emissions as commuting activity decreases leading to a change in investment priorities aligned with the NTS2 sustainable travel hierarchies and promoting greater use of local services and shopping (inclusive growth). In the mid-long term, new opportunities in 'green jobs' are a growing area of opportunity that align with Scotland's carbon reduction aspirations (net-zero by 2045), particularly in Construction, Engineering and Manufacturing, Transport and Land-Based Sectors. Particular focus on bringing forward land use planning and transport proposals in a truly integrated manner. There also continue to be opportunities in sectors that have struggled to attract sufficient numbers to fill vacancies including health & social care, construction and teaching.

In order to prepare for and capitalise on 'green jobs'⁴ it is critical to ensure that there is a pipeline of individuals trained to enter these roles throughout the supply chain. It is important to have a clear understanding of the skills associated with these jobs, and to ensure that these are being developed through new and emerging provision pathways across all institutes in the region. This includes guaranteeing that everyone in society benefits fairly from the change towards a green economy, our collective impact to progress the environmental impact is maximised and ensuring that those who are most likely to be disadvantaged by structural changes in employment receive targeted support.

The region is also home to a wealth of natural capital, with numerous parks, coastal areas and a rich and varied wildlife. The "greenspace" across our region was highlighted as a real source of pride in the responses to our public consultation from citizens across all six local authorities. The Scottish Government declaration of a Climate Emergency in 2019, and the heightened discussions leading to COP 26 in Glasgow this November have forced the region to prioritise environmental developments.

⁴ A green job is either: any job in a business that produces good or services that benefit the environment or conserve natural resources; or a job in which workers' duties involve making their establishment's production processes more environmentally friendly or use fewer natural resources (see: <https://www.scottish-enterprise.com/support-for-businesses/funding-and-grants/business-grants/green-jobs>)

5. WHERE ARE WE GOING?

Currently, our region is in a period of profound uncertainty, facing unprecedented economic, societal and environmental challenges. It is difficult, in such a period, to set a fixed direction for the region. We recognise the need for adaptability, flexibility and agility, as we hopefully move into a post Pandemic context, and we recognise that the region is in a strong position to respond to the ongoing challenges and opportunities facing all parts of the world, and is well placed to be adaptive, flexible and agile. For the environmental concerns highlighted throughout our consultation process, it is evident that doing nothing is not an option for the region. These changes must be delivered to protect the future generations of our region.

In terms of immediate priorities, the Scottish Government has published an Economic Recovery Plan, which sets out actions across a number of themes to secure a jobs-focused and socially-just economic recovery. These include:

- Protecting jobs by supporting business recovery and sustainable, green growth
- Creating jobs through business engagement and a partnership approach
- Supporting access to good quality jobs through employment, skills and training
- Boosting local job creation through resilient people, communities and places
- Creating jobs and a Just Transition through investment-led sustainable growth

There is a clear link between better regional distribution of economic activity and improved social outcomes. The Scottish Government wants to facilitate collaborations between local government, the private sector, education and skills providers, our enterprise and skills agencies, and the third sector to use regional economies to drive inclusive and sustainable economic growth. We stand ready to work constructively and collaboratively across the public sector to achieve these aims.

Recent months have also seen development of UK Government policy and proposals in areas including levelling up, community development, R&D Place Strategy and Innovation Strategy. We must ensure that we are ready to respond to emerging policies.

Scottish Government Housing to 2040 and NPF4 – the twenty-year ambition of the Framework aligns well with the timelines of both the national housing and planning strategies. Delivering the RPF, Regional Housing Programme and seven City Region Deal strategic sites aligns closely with the investment, commitment and certainty provided by both Housing to 2040 and NPF4. It will also contribute significantly towards the national ambition to deliver 100,000 affordable homes by 2032, with at least 70% of these being for social rent. The implementation and action plans for the RPF will align closely with the new plan for Scotland and reflect the direction this will provide on future investment into our region and local communities.

The National Transport Strategy 2 (February 2020) sets the strategic direction to help deliver the 2019 Scottish Government commitment to be Net-Zero by 2045, while protecting the environment, reducing inequalities, help deliver inclusive growth and improving health & wellbeing. There is greater synergy between economic, planning, environmental and transport strategies that will provide consistent direction and shared outcomes.

Linked to these areas of Government Policy, we have also seen the publication of a range of research to inform future economic priorities, both national and local. One, produced by Oxford Economics, provided an assessment of Scotland's economic prospects and challenges. It looked at how existing resources and policy instruments could be used more effectively to raise Scotland's economic growth prospects and considered more ambitious policies which, if introduced, might generate a significant uplift in Scotland's economic growth. Incremental improvements could be achieved by more focus and resources around:

- Reform in the complexity of policy goals and instruments that exist;
- The Scottish National Investment Bank (SNIB) should play a key role to achieve a step change in economic growth;
- Continuing to attract inward investment as a key policy ambition;
- More support for 'on-shoring', particularly around manufacturing related sectors;
- Increased supported for SMEs through a more streamlined system of business support;
- Better linkages between the education and skills sector and future needs of Scotland's workforce.

The report proposed that more radical changes were needed in Government policy to support a transformation of Scotland's economic performance, with focus on:

- Increases in government borrowing and/or cuts in interest rates to stimulate stronger growth in demand and hence output;
- Significant tax cuts and deregulation, to improve competition and incentives in the economy; and
- Large increases in government support for businesses, either directly or through increased spending on infrastructure, education & skills, innovation, or the green economy.

So, what might this mean for the Region and how can it focus its considerable resources to achieve something sustainable, achievable and for the collective wellbeing of everyone? The region has real strengths and successes to build on, as well as new challenges and opportunities to face. These include:

High Quality Places and Investment in Homes and Neighbourhoods



- Some of our **urban and rural environments are enviable**, and provide an unrivalled quality of life, but this is not universal across the region. Few other regions in Europe match the quality of our natural and built assets, right across the region;
- **But the reality remains very different for many**, and policy must focus on Fair Work, local regeneration, and support for those in greatest need;
- **Home working across the Region's communities has risen sharply** as a result of the COVID-19 pandemic. This change can support our local economies and town centres, and we need to consider the future of office locations, infrastructure and provision. For some this way of working can enable a better work life balance, enhance productivity and well-being, but can also bring work/life balance issues for many. We must remember that these options are not available to all, and not all jobs can be done from home. Increased home working presents a challenge in footfall for retailers and hospitality, and for developers/investors in relation to property provision with risk of increased dereliction;
- The delivery of a **major housebuilding programme across all types and tenures**, aimed at increasing affordable living in sustainable communities with high quality place and local infrastructure. In doing so, such a programme needs to recognise the potential of the new blended / hybrid working environment, and has appropriate homeworking and wellbeing space;
- The creation of sustainable mixed communities and new destinations and attractors across the region, through regeneration and new development, can increase job density, amenities and housing options with matching service and infrastructure with appropriate legislation within more self-contained **20-minute neighbourhoods**. This must work within the Scottish Governments Housing 2040 strategy and the National Planning Framework (NPF) 4 scheduled to be published shortly with a focus on long-term developments in keeping with this proposed framework.

- A new-found emphasis on sustainability and natural capital in the light of the COVID pandemic also gives us the opportunity to recalibrate our understanding of what economic development, flows and opportunity and supporting infrastructure mean in a rural context. Typically, these features are overwhelmingly conceived as something which extends ‘out’ from cities, and it is assumed that networks exist predominantly to serve the interests of primary urban centres. While this perspective is understandable in terms of critical mass and cost efficiency, it tends to obscure an understanding of the strategic requirements of rural and less densely populated areas. If **rural areas are to maximise their contribution** to Scotland’s National Ambition for Inclusive Economic Growth and to our region, then we must take **a new approach which builds on the opportunities for flexible and digitally supported working**. This greater flexibility in residency choices and housing, with wider implications for travel and the pressure on services, creates enhanced opportunities around natural capital, for example, through renewable energy, carbon storage, or the redesign of farming support.

Major Economic Strengths and New Opportunities

- Our educational institutions, the **research-intensive Universities** in particular, give us a strong competitive advantage. Our innovation systems must maximise these flows and linkages.
- We have a major opportunity to re-focus support on **key growth areas of the economy** such as Software, the Creative Industries, Life Sciences/Healthcare, Business Services and Food and Drink. All underpinned by Data Driven Innovation, and with a skills system ensuring new skills are constantly driving innovation.
- A **commitment to more locally based supply chains** and more of a ‘near me’ economy, linked to the broader objective of supporting Community Wealth Buildings, particularly through the procurement policies of our anchor institutions can bring new economic benefit if properly channelled.
- The profile of the region having Scotland’s capital, a city of international profile and reputation.

To build on the Region’s strengths and address the existing challenges and opportunities, it is important the Region’s seeks to be ‘Resilient’ in its solutions, ‘Innovative’ in the way in which organisations work together flexibly and quickly, and seek to support a region that ultimately ‘Flourishes’ to the benefit of everyone who lives here. These themes are explored in more detail in the next section.

6. OUR EMERGING VISION FOR THE FUTURE

Having reviewed the challenges and opportunities that the region needs to address, the following section outlines our collective Vision for the region, as well as the themes that will focus our activity.

In doing so, it seeks to recognise the importance of the area’s natural, cultural, built and community assets, and our determination to create a more equal economy and society, improve citizens’ health & wellbeing, address climate challenges and help develop an internationally recognised, well-connected and outward looking city-region.

Our Vision

Our aim is to become the data capital of Europe. We will ensure the social and economic benefits of this capability **extend to all**. All sections of the community will have the opportunity to develop the key **skills that will help to end inequalities in our society**. We will **protect our environment** and **make best use of our extraordinary built and natural assets**, ensuring that the Edinburgh and South East Scotland City Region delivers a just transition to a net zero economy. **Our institutions, ancient and modern, will deliver positive outcomes that enhance our local, national, and international reputation.**

Delivering the Vision

A series of future regional priorities have been outlined below, these seek to maximise the opportunities the Region offers, while addressing the challenges which it faces; both existing and as a result of Brexit and COVID-19. These are emerging priorities and will require further work, consideration and consultation as the Framework develops. These priorities fall broadly into three key thematic areas – **Resilient, Flourishing and Innovative**.



7. OUR EMERGING STRATEGIC THEMES

Theme 1 – Flourishing



- We want to spread the benefits and prosperity more evenly around the region in an environmentally sustainable way, to ensure inclusive growth, community wealth building, community wellbeing and reduced inequalities are achieved. Technological and climate change is transforming the types of skills requirements and job opportunities available and how companies do business and it's vital that people in the region have the skillsets required to work in key sectors. We want to have economic wellbeing levels well above the Scottish average and equal to or better than comparable international City Regions, which are spread across all our citizens in the region. We want our governance, investments and institutions to support the economic activities that will define the region as a global pioneer and leader that our citizens are truly proud of. We aim to have a wide labour market with diverse skills base to match current and emerging business requirements as well as future growth sectors. We have education, skills and training opportunities, targeted at underrepresented groups and sectors with appropriate support to enable their increased participation. There is improved access to such employment, education and training opportunities across the whole region. This supports a diverse, broad and resilient economic base with a wide range of job types and employees linked to innovation, a just transition to net zero and local production and supply chains. Delivering new zero carbon homes, maintaining and retrofitting existing homes will be central to changing our behaviours to support of a transition towards a zero-carbon economy.

Future opportunities include:

- Delivering the 21,000 jobs that the City Region Deal projects will bring and helping our most disadvantaged communities have the skills and ability to access these opportunities.
- The City Region Deal Integrated Regional Employability and Skills (IRES) Programme will provide part of the support required to help people in the region adapt to these changes.
- Sustainable, accessible and integrated transport as an enabler to universal access for opportunities and reduce inequalities.
- Maximising community benefits from the City Region Deal and future collaboration projects can deliver economic opportunities linked to areas of disadvantage.
- Distribution of key sectors and jobs and assets - building on the region's core sectoral strengths which include: tourism, agri-tech, life sciences, data science, tech, finance, fintech, creative industries, food & drink, renewables/energy, health and social care, manufacturing, construction, warehouse and distribution.
- Growing export value and the number of exporters. Consider economic opportunities at a regional scale e.g. future warehouse, distribution, industrial and retail uses, and how those organisations maximise their global reach.
- Work in partnership with utility suppliers to ensure the combined ambition for net-zero, community wellbeing and inclusive growth can be delivered across the region.
- Embed the principles of the Logan Review across all sectors to support and nature innovation and entrepreneurship.
- Maximising the benefits of an inclusive economy to extend beyond existing urban centres to smaller towns and rural areas, to develop/enhance 'locally' functioning hubs. Reducing the need to travel unsustainably with sustainable and low carbon transport choices connecting places, create conduits for business and enterprise, workers, skills, training, and goods and services

- Collaboration with Scottish Government to deliver wide range of financial innovation opportunities that will enable the delivery of a 'Regional Housing Programme' and our seven transformational strategic sites:
 - Deliver upfront land remediation and shared infrastructure delivery across sites that require it – Blindwells and the former Cockenzie Power Station Site, Edinburgh’s Waterfront, Dunfermline, Shawfair, Winchburgh, Calderwood and Tweedbank.
 - To also deliver the associated low and zero carbon, green and blue infrastructure on these sites that will enable adaptation and mitigation to climate change and reduce fuel poverty, increase energy efficiency and deliver wider multiple benefits.
 - Investment required to meet the greatest affordable housing need in Scotland, through an expanded regional affordable housing programme that builds on work to produce a Regional Strategic Housing Investment Plans and delivers more social homes for rent
 - To enable wider delivery of affordable, specialist provision, ‘Mid-Market Rent’ and ‘Build to Rent’ and therefore mixed tenures and communities
 - Regional Home Demonstrator – delivering a new business model for affordable housing that is key to the transformation of delivery (including collaborative procurement, design standardisation, whole life costs and net zero carbon performance) and moving towards the mainstreaming of modern methods of construction that can be deployed across the region
 - Housing Construction & Infrastructure Skills Gateway
 - Housing developments based on digital connectivity and supported by 20min neighbourhoods promoting the NTS 2 hierarchy of walking, wheeling, cycling and public transport access supported by an infrastructure first approach.

Theme 2 - Innovative

Innovation is critical to developing new solutions to the challenges and opportunities the region faces. Within our region the differentiating opportunity is Data, which is critical to future economic growth, social change, and public services. The region has ambitious plans to establish the region as the Data Capital of Europe and ensure that communities across the region benefit from data-driven and other forms of innovation. We must build on this platform to ensure that the RPF delivers for all our citizens in new and innovative manners.

The City Region is home to the £1bn+ businesses FNZ, FanDuel and Skyscanner. Major international tech companies such as Amazon, Cisco, Oracle, Microsoft and IBM have also created bases in the City Region. In 2020, Scottish start-ups collectively raised £345m with nearly 2,500 start-ups. However, as the Logan review recognised, attracting investments for these from London or abroad continues to be a challenge. The Tech Ecosystem in the region is strong and is one that has the potential for further consolidation and growth right across the region. In terms of academic and research capability, the University of Edinburgh has been ranked first in the UK for computer science and informatics research and Heriot-Watt University is a global leader in Robotics and Artificial Intelligence (RAI). East Lothian’s Food & Drink Business Improvement District includes an Edinburgh Innovation Park with Queen Margaret University to innovate around Food & Drink practices and products, including the practice of translational medicine to impart medicines in food products to address acute medical conditions.

Future opportunities include:

- Formation of a Regional Tech Ecosystem collaboration, to facilitate and promote the collective opportunities for local development and international growth, as Fintech Scotland has done for the Scottish Fintech community.
- Collaboration across public, private and academic sectors to apply data science approaches, to develop innovative and financially sustainable models to business operations, including regional opportunities in the fintech sector and in health and social care.

- Building on the infrastructure available across the region to enhance the provisions of services to our communities in a responsive and appropriate manner.
- Data-driven approaches to prevention, treatment, and health and care service provision, enabling high quality and efficient care within a world-leading learning healthcare system.
- Delivering business premises of the future are ready for data-driven innovation opportunities, including the City Region Deal Fife i3 Programme and Borders Innovation Park, as well in other major development areas like West Edinburgh, Fountainbridge and Granton in Edinburgh.
- Innovative and future-proofed infrastructure – ensuring the region is at the forefront of new infrastructure and in a position to enable 5G and superfast fibre delivery across the region, to enable businesses to locate, invest and grow in our more remote and rural locations whilst also allowing people to work from more flexibly from home and other locations.
- Innovative and future proofed transport – ensuring the region has coordinated information and flexible transport modes that are easily accessible and deployed to promote growth in the sector and support net-zero and the reduction of inequalities.
- Innovative and future proofed utility networks to effectively and efficiently serve the region and its ambitions.

Theme 3 – Resilient

Our region must be resilient and be responsive to change. Economic changes, including technological advances are rapidly taking place and changing the way we work and access services. Climate change is bringing challenges and opportunities for the region, including the need for adaptation, mitigation and sequestration measures; this could also bring significant opportunities to justly transition to a low carbon economy. Our people also need to live in places in all parts of the region that support new fair work, have access to travel and lifestyle choices and we must also evolve the skills base of people in our region to meet the requirements of our future economy.

Partners across the region will work with the Scottish and UK Governments and regional partners to ensure our national, regional and local plans, consents, investment and delivery are co-ordinated, streamlined and accelerated to ensure:

- Nationally and regionally significant transport projects will be coordinated by SEStran and delivered to connect the region better to other city regions, places and markets including:
 - Rail
 - Road based public transport
 - Active travel
 - Demand Responsive Transport
 - Mobility as a Service
 - A720/A1
 - Air
 - Marine
 - Mass Transit
 - Borders Railway Extensions
- The delivery of a fairer distribution of economic growth across the region, not just population and housing, to:
 - increase diversity of economic activity and job density across the region,
 - make more resilient communities,
 - minimise need to travel,
 - make best use of assets – e.g. contra peak capacity in transport network
 - encourage new ways of working
 - use of digital connectivity

- Masterplan Consent Areas, major developments and / or New Towns will be designated as appropriate, with major national and cross boundary transport projects to be delivered through national, regional and local level collaborative teams
- Regional Spatial Strategy and major development plans will collaborate strongly with national/regional/local transport strategies and work in partnership with transport agencies, where appropriate, to input and prioritise the delivery of sustainable transport infrastructure to help support greener travel behaviours
- We will work as regional partners to ensure
 - Our plans and strategies are coordinated across local authority boundaries and projects; and
 - Initiatives to deliver more frequent, reliable, integrated and affordable public transport are supported and active travel services and options are improved for all in the region by working closely with transport providers and SEStran and Sustrans Scotland etc.
- Better connected - Future priorities to ensure that the region is better connected, include:
 - Pursuing strategic public transport projects and priority schemes to deliver greater connectivity in the region quickly, as well as contributing to challenging national targets, such as 20% reduction in car kilometres travelled within the next ten years
 - Measures to increase workforce mobility, especially for residents of disadvantaged communities, primarily through the creation of a fully coordinated, integrated, flexible and affordable transport network across the regions that helps reduce inequalities. Strategically, future plans need to acknowledge the integration of land use and transport, to support 20-minute neighbourhoods, 'blended working' and innovative transport solutions.
 - Interventions that, individually and/or collectively, demonstrably address climate change and reduce carbon emissions.
 - A single point of information and ticketing, which is affordable and integrated for public transport across the region.
 - Helping to deliver the National Transport Strategy (NTS2) priorities and outcomes underpinned by the sustainable travel and investment hierarchies and Regional Transport Strategy objectives through appropriate infrastructure and services in new strategic sites, as well as from main centres of population to centres of employment, education and training as well as other public facilities including health care;
 - Enhancing mode choice and offering to ensure that transport network can become more flexible to adapt to the differing transport needs of the region.
 - Focusing on investments on modal shift and supporting the more disadvantaged communities.
 - Considering potential longer-term schemes for tram, light rail and heavy rail.
 - Supporting freight operators using new approaches to freight decarbonisation across the region
- Sustainable – Partner organisations are developing four strategic outline cases for the development of sustainable Energy Management Systems, Regional Supply Chains, developing an Investment Prospectus for COP 26 and setting out a Risk impact for climate change consequences, including economic consequences. Additional opportunities to help ensure the region can adapt to climate change and transition to zero carbon emissions include:
 - Sustainable Modern Methods of Construction – The scale and pipeline of regional housing development presents a unique opportunity for innovation and use of offsite manufacturing methods of construction to ensure that homes are future proofed being built to the highest quality and energy efficiency standards with significantly reduced waste and carbon emissions.

- Continued collaboration with Edinburgh Napier University's Institute for Sustainable Construction and Construction Scotland Innovation Centre.
- Energy - The region already has some significant assets that can help to enable the transition to a low carbon economy. However, harnessing this collective potential combined with future investment, behavioural change, and a move towards a circular economy will be essential to meet ambitious targets. Existing key assets and opportunities across the region include:
 - Energy Park Fife - Energy Park Fife is a world leading engineering and research zone within the energy sector.
 - Energy from Waste Plants - Maximising connections to Midlothian and East Lothian sites to deliver low carbon heating in the South East of Scotland.
 - Geothermal - There are several former coal fields across south east Scotland, such as the Midlothian and East Lothian and Fife coal fields, where there is significant potential to abstract and make use of warm mine water to develop geothermal heat networks.
 - Recycling - Significant expansion in recycling facilities, consideration could be given to regional recycling hubs.
 - Transport – Transport accounts for 37% of Scotland's greenhouse gas emissions. There are a number of national, regional and local initiatives that are demonstrating or investigating the decarbonisation of transport and will help to reduce kilometres travelled by car.
 - Transport – A true modal shift from the private car (even EV powered) to active travel and public transport will help maximise the efficient use of energy, but this can only be achieved by providing a viable alternative to the private car. SEStran's Mobility as a Service and Demand Responsive Transport approaches across the region will provide the platform to create a fully integrated public transport offering, coupled with Demand Responsive Transport to respond to the customer needs and the changing dynamics of the region.
 - The Scottish Borders is already a significant net generator of onshore renewable (wind) energy. There remains potential to expand this output in areas set out in the Local Development Plan, as well as to develop the associated upskilling, well-paid jobs and local economic benefit.
 - Offshore renewable also offer opportunities reflected, for example, in Eyemouth's selection as an Operations & Maintenance base to support EDF Renewables UK's Neart na Gaoithe Offshore Wind Farm.
 - Green and Blue Infrastructure and nature-based solutions, including carbon capture and sequestration. We will identify regional project, programmes and actions that will help us to adapt to and mitigate future climate, focusing on reduction measures and the mitigation and sequestration. The work of this framework must enable difficult local decisions around carbon emissions but operate within the regional framework. This will support the local needs of each council, providing overarching best practice to work within. Afforestation and enhancing the significant woodland and wetland assets within the region; particularly the Scottish Borders. New developments provide green corridors for safe wildlife passage and connections to nature, natural waterways protected and preserved, natural wetlands and floodplains protected through masterplanning to provide vital future water management and prevent erosion.
 - The region has much to contribute to the net zero agenda, but there is work to do to better understand the regional issues and opportunities. Change will be rapid and we aspire to be at the forefront of this. This means developing a much stronger understanding of the impact of our collective carbon emissions impact, and what we should target first to make the biggest difference. A working group has been formed and this work is already underway as an early priority. As this develops, we will work closely with:

- a. Scottish and UK Governments to ensure emerging good practice is reflected in our approach to GHG measurement and costing
 - b. Transport Scotland and other transport partners to seek ways to complement the emerging Regional Transport Strategy through our work
 - c. NatureScot and others to develop nature-based solutions that add to quality of environment and quality of life
 - d. Private sector partners who can deliver so much of what is needed, and require a supportive policy backdrop to enable this
- o We have a powerful range of organisations and individuals across the region who can all contribute in different ways to this critical agenda. Our “Big Moves” will all consider how best to support our net zero aspirations. We recognise that this will require new ways of working, and new ways of thinking about our environment. Our approach to risk must reflect the urgency of the situation and look ahead to likely future legislation, taxation and GHG obligations.

8. OUR EMERGING BIG MOVES

A Better-Connected Region

The interdependence between local partners has never been greater with increased mobility of workers and people choosing to live, work and invest in locations across the region irrespective of administrative boundaries. Within the region we will ensure that employment, training and education can be accessed by all, through sustainable transport modes.

South East Scotland is well placed to capitalise on improved international, UK cross-border, including between Edinburgh and London, as well as national connectivity. Edinburgh Airport, ports on the Firth of Forth and the radial transport corridors to, through and from our region connect it to other UK regions, Scottish regions and City Region Deals including Tay Cities and Borderlands. These routes and our digital connectivity provide the means to develop wider relationships and to seek out, attract and share new opportunities.

Edinburgh city centre and the regional core are a key connecting node, but many of our major cross boundary connections converge elsewhere in the region. A better, more sustainably connected, region underpins its future success.

Many of these strategic corridors are part of the NTS2 Strategic Transport Projects Review 2 and will inform the Scottish Government's transport investment programme in Scotland over the next 20 years (2022-42). The regional and local corridors will be developed by SEStrans and Local Authority strategies and mobility plans. Although these commitments will be longstanding, they have been developed during a period of unprecedented change and uncertainty, so regional partners will need monitor and assess the effectiveness of the commitments for the region and work with the Scottish Government and SEStran to react to any further development that may be required

Some of our key objectives are to promote future growth within the city centre, regional core and along our growth corridors in line with the high-level approach below:

- **Connecting West** – we want to build a new partnership between the east and west of Scotland right across the region, to address labour market linkages, sustainable connectivity and sectoral collaboration. This will exploit the existing M8 corridor to support the themes of education and manufacturing from Livingston into central Scotland and beyond. We also want to ensure we take advantage of our shared UK cross border connectivity and associated development opportunities, including logistics, freight and storage and distribution as well as manufacturing;
- **Connecting North** – utilising recent investment in the new Forth crossing, we want to improve connections to the Tay Cities Region and Aberdeen City Region areas, and to make available growth opportunities in key locations within Fife, including the former Longannet Power Station site, Port of Rosyth and Fife Energy Park, as well as around the Forth Bridge heads and at Edinburgh Airport, including growth of our financial, insurance and other professional sectors. This also includes the developments at Winchburgh as a southern bridgehead from which this can be enabled. The Levenmouth Rail Link will also offer new opportunities for both passenger and freight transport. A key focus of this will include ongoing support for further development of sustainable energy connections with key partners across the region and beyond;
- **Connecting East** – utilising existing and future enhancement of UK cross border connections between south east Scotland, north east England and London we want to reduce journey times and strengthen the UK cross border cities network. Along the element of this corridor within the region there is significant potential to align plans for substantial economic and housing growth in a new strategic regional growth gateway location focused on an enlarged new settlement at Blindwells with new regional town centre, the redevelopment of former Cockenzie Power Station site and a new regional

gateway transport hub. The creation of a new railway station in Reston will also provide opportunities for inclusive growth and opportunities within the east of the Scottish Borders;

- Connecting South – the BioQuarter, and Edinburgh Innovation Park at Musselburgh cluster around the A720 (east end), A1, and East Coast Main Line; with Easter Bush nearby in the A701 growth corridor. The Borders Railway remains a major corridor for sustainable growth and rural regeneration; and a new North South tram line must connect North and Central Edinburgh to the Bio Quarter and then to the growing communities to the south of the city. To strengthen links further, the region requires the extension of the Borders Rail Line to Carlisle to improve UK cross border connectivity between the south of Scotland and the north west of England. For the movement of freight between the north of England and South of Scotland the A7, and A68 are key strategic routs that require future investment.

Major Regional Opportunities

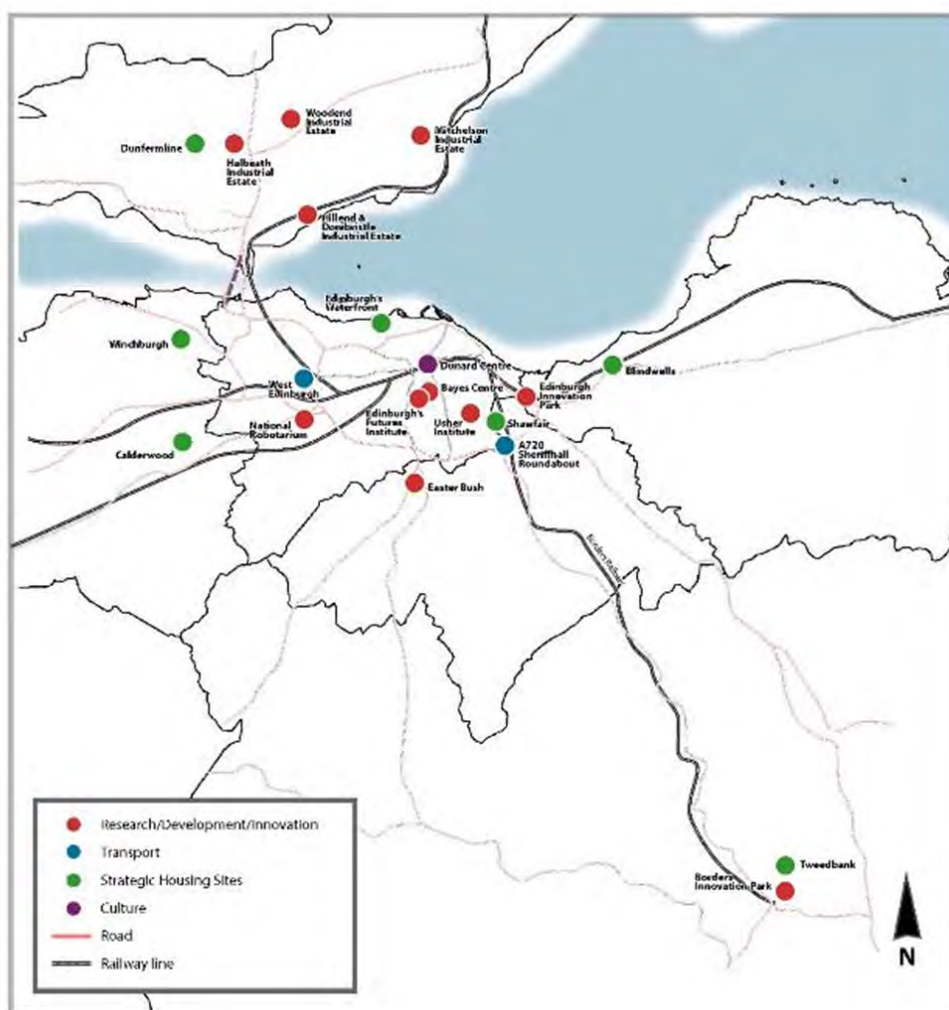
This section sets out the nine major regional opportunities that have been identified through the Framework development process. Each aligns with one or more of the themes set out above and indicative projects have been captured against each of these big moves to provide an indication of how this will be delivered. Note that the indicative projects (in a,b,c format below) are not exhaustive. These opportunities cannot be fully realised without a regional approach and will deliver significant impact with the potential to reshape the region's future.

1. **A data-driven region:** *Our goal is to be the Data Capital of Europe. We have made huge strides in this direction, but this ambition now means major investment in data collation and capacity, deployment, absorption and skills – to support sectors and innovation ecosystems right across the region.*
 - a) Delivery of the major Agritech programme, aligned with health innovation activity at the Usher Institute and the wider & BioQuarter programme;
 - b) Supporting our Fintech network to diversify and future proof our financial services excellence;
 - c) Embed the DDI programme in key sectors such as tourism and advanced manufacturing (the latter initially in Fife);
 - d) Optimise the usage of the World Class Data Infrastructure investment.
2. **New approaches to sustainable development:** *over recent decades, our travel to work dynamics have changed, often to the detriment of local communities and sustainability objectives. The aftermath of the Pandemic can change that; we will see more working from home for some, changed commuting patterns and a much greater emphasis on local quality of life. We will embrace the 20-minute neighbourhood concept across the region, and, look to spatial planning and transport policies to reduce the need for travel, and where required, for mobility to be as close to net zero carbon as possible.*
 - a) Embedding sustainable approaches to delivering new communities at strategic sites such as Winchburgh and Blindwells;
 - b) The development of 'working close to home hubs' in local centres and at key transport interchange locations;
 - c) The regeneration of our high streets to imaginatively reuse the existing built infrastructure;
 - d) The development of a Regional Spatial Strategy to put these approaches on a statutory footing.
3. **Sustainable transport and mobility:** *– we will reduce car dependency and the need to travel unsustainably, right across the region by delivering key aspects of the National and Regional Transport Strategy such as interconnected cross boundary active travel links and better infrastructure for affordable public transport provision. A new mindset is needed which recognises the essential*

contribution of rural and less urbanised parts of SE Scotland make to the economy and society. We will provide affordable, coordinated public transport options for those who live in transport poverty for access to employment, training and education opportunities.

- a) The rail network is a key enabler of mobility within and without the city region. Enhancing connectivity, expanding capacity and ensuring provision is critical to a sustainable travel network. Key ambitions must include East Coast Main Line improvements including four-tracking of the line; new local stations at Reston and East Linton; the Leven Rail extension project enabling connectivity between some of East Fife's most deprived communities and attracting new business and investment to the area; Scottish Borders Rail extension, enabling further vital links into the Borders - a historically disconnected and deprived part of the region;
 - b) The transformation of Waverley Station as the gateway to the city and country, providing the basis for improved passenger services and train operations, and supporting economic growth at the heart of the region;
 - c) Building on the expanding existing network, the development of a regional mass transit network, integrated with upgrades at Sheriffhall junction on the City Bypass to facilitate greater public transport priority;
 - d) An active travel network that delivers for all our citizens. We will build on the work achieved to date in urban and rural settings through a comprehensive regional network of safe and where possible segregated routes to encourage the most sustainable forms of mobility;
 - e) Targeted bus priority measures on local and trunk roads to facilitate modal shift, increase bus patronage, reduce congestion and contribute to the climate emergency response. Regional partners, working in partnership with bus operators, will develop and deliver ambitious schemes to improve bus provision and make use of the Bus Partnership Fund and align with other key national, regional and local projects.
4. ***The Forth: a green industrial and regeneration exemplar:*** Working with colleagues in the Forth Valley, we can make the Forth a national focus for renewables investment, and the mixed use regeneration potential along the Firth and coast can confirm our place as a leading European waterfront destination.
- a) Development and private/public delivery of the Forth Ports led Freeport/Greenport programme from the Forth Valley to Leith, including Rosyth;
 - b) The Edinburgh Waterfront regeneration programme, with a focus on delivery at Granton Waterfront;
 - c) The regeneration work proposed at the former Cockenzie Power Station Site including the major development at Blindwells.
5. ***Sustainable tourism and cultural distinction:*** *The city region is one of Europe's most important cultural destinations. But we cannot be complacent. The tourism and hospitality sector must meet skills and sustainability challenges, and we must remain rooted in authenticity. That is what makes the region so attractive. Both our 'here all year' cultural offer and our Festivals must remain internationally competitive and locally rooted and valued.*
- a) Design and delivery of a city regional tourism support network;
 - b) Optimising the role of Edinburgh as a gateway for the region and country to ensure discovery of all the region has to offer;
 - c) Building net zero and fair work principles into the sector;
 - d) Ensuring the Edinburgh Festivals remain world leading, environmentally and socially, as well as creatively.

6. **Support for starting and building a business:** *post Pandemic, new forms of enterprise will emerge. We need to ensure that national and local business support is aligned to enable the start-up and scale up process to be much more effective – and that local and regional support networks are at European standard.*
- Ensuring our innovation ecosystems are high functioning – involving business, HEIs, business growth agencies such as Codebase in Edinburgh alongside access to capital and advice;
 - Redesign our business support programmes to enable younger people across the region to start their own business, particularly supported by peer to peer networks, and supply of premises and equipment;
 - Explore Wellbeing economy principles to advance new economic models in the wake of the pandemic.
7. **Aligning the skills system to maximise progression** towards, into and through employment in emerging sectors and technologies including the green economy and supporting those who have been disproportionately affected by the COVID-19 pandemic (particularly young people) to secure sustainable employment.
- Work with our Further Education Colleges to ensure key sectors in the region can shape skills needs and programmes;
 - Build our digital skills programme in every High School in the region, learning from the work at Newbattle High in Midlothian;
 - Addressing skills shortages in growth areas of the regional economy through local, regional and national intervention;
 - Enhancing our employer led programmes to upskill the existing workforce to equip employees with the skills they need for the future.
8. **Healthcare and Well-being focus for all:** *Our One Health programme will build an international network of healthcare innovation at Easterbush, Edinburgh Bio Quarter and beyond. The programme encompasses core research, applied solutions, company formation and co-location, and new ways of working in local communities. We understand wellbeing is as much about Place as about science and medicine, and sustaining and building active and healthy communities is a core part of our ambition.*
- The Usher Institute as a future-facing institute to help understand and advance global health;
 - Advanced Care Research Centre, shaping world-class data-driven care for those who need it;
 - The Bio Quarter as an innovative institution for industry, academia and healthcare experts;
 - A stronger regional partnership between Councils, Health Boards, and the third sector in creating wellbeing in local neighbourhoods.
9. **Maximising the role of ‘anchor institutions’:** *The region is host to internationally respected institutions which are anchored in their communities – in the public, private and voluntary sectors. They are the foundations of our strategy whether in employability, procurement, or fair work. Universities and Colleges in particular have a key role to play in attracting talent and ensuring our skills base is fit for the future. We will develop a charter of these institutions to cover:*
- Procurement and buying policies, to ensure local economic impact is maximised;
 - Employment policy, to ensure these institutions support those further from the labour market;
 - Reputational impact – to ensure these bodies are beacons for the city region, nationally and internationally.



9. OUR PROPOSED APPROACH TO DELIVERY

Delivering this Regional Prosperity requires new ways of working

The Edinburgh and South East city region is Scotland's greatest economic asset, generating wealth and opportunity for its citizens and the rest of the nation. Economically, the city region is a national force for good, acting as a catalyst for the country as a whole. Socially, culturally and creatively, it is an iconic touchstone for the Scottish people, projecting much of Scotland's global profile and as the primary gateway to Scotland. It is in the national interest for investment and funding decisions to be taken coherently to provide for the continued and increased success for the benefit of everyone throughout the country.

To achieve and deliver upon this Regional Prosperity Framework requires a new way of working. Through the City Region Deal, the Scottish and UK Governments and regional partners embarked on a new relationship. The Deal has demonstrated that partners can collaborate effectively to deliver cross-regional projects, create future regional infrastructure and strategically co-ordinate transport, housing and economic development.

For our national wellbeing, Scotland must maximise the potential and opportunities that exist in Edinburgh and the South East as articulated in this Regional Prosperity Framework. Scotland's economic health is

dependent on a thriving economy that protects the environment across the region. The Scottish and UK Governments, national agencies and regional partners must align funding programmes and investment priorities alongside the wider contributions of private and 3rd sector partners including housing associations, voluntary/charitable organisations and social enterprises to ensure this success. This will secure maximum value for taxpayers' money and will attract business, create jobs and boost prosperity to benefit the region and the nation.

These innovative and ambitious projects require a collective approach to align strategy, investment and funding, and to deliver prosperity and wellbeing across the region and for the rest of Scotland. Government has been clear that the logical extension of the positive progress of City Region Deals is for regional collaboration to go further through the development of regional economic plans, with shared outcomes, responsibilities, and alignment of priorities and resources. An unrelenting focus on the strengths of place and communities is critical to planning for and ultimately realising meaningful change. The Scottish and UK Governments and regional partners must build upon the close partnership successfully established through the Edinburgh and South East Scotland City Region Deal and ensure that powers and resources exist to provide for coherent investment in the region's key strategic priorities.

This section sets out how the projects, big moves and themes converge into a framework for delivery. The Framework Action Plan will reflect a short-term focus (years 1-3), and it is envisaged that the action plan will be a live document, which will be updated frequently as projects are developed and delivered. The overarching Framework will be refreshed at 3 – 5 year intervals. Over the short, medium (years 4-6), and longer (years 7-10) term horizons, the City Region Deal; the regional pipeline of projects; and the identified "big moves" will all inform action plan updates. Further information on each element and how it links to Framework delivery is outlined below:

Delivering the Deal

In these uncertain times the £1.3bn ESESCR Deal provides certainty both in terms of investment but also the 15-year commitment made between the Deal signatories. The projects and programmes in the Deal provide committed investment, together providing a strong foundation to grow, leverage and develop opportunities for the regional economy.

The ESESCR Deal is of national importance with significant implications for Scotland's future growth. This Framework seeks to build on the ESESCR Deal and maximise our existing assets by outlining key measures, priorities and opportunities which have arisen from the collaboration and which respond to the economic and climate challenges that face us all. In addition, the existing collaboration ongoing across partners and the established working relationships from the City Region Deal have provided a platform from which this framework can further deliver benefits for our citizens.

Monitoring and Evaluation

Effective monitoring is essential to provide timely feedback and the ability to 'flex' projects if they are not delivering the intended benefits for our citizens. At the heart of the City Region Deal, a well-defined Benefits Realisation Plan, recognised for its best practice, has proved critical to the success of the Deal. The RPF will learn from this work, ensure resources and processes are in position and ensure that right data is held for all the regions to ensure a high quality of information to assess this ongoing work.

Pipeline Projects

The region has worked collaboratively to prioritise a pipeline of projects which can be delivered over the short to medium term (1-6 years) with the right investment and partnership approach to deliver against the three key thematic areas of the Regional Prosperity Framework.

Big Moves

The strategic programmes, partnership and approaches outlined in the 'Big Moves' section aims to ensure that the region delivers the vision and ambition of the Regional Prosperity Framework over the next 20 years.

Action Plan

An action plan with a short timescales focus will be regularly updated to ensure that the key projects and deliverables of the framework are live and area able to react and respond to future economic, societal and environmental factors to best meet the needs of our communities. We will continue to refine our approach to delivery based on evidence and the feedback from our citizens.

This action plan must be appropriately resourced to deliver on the strategy captured within this framework. It requires continued commitment from the 6 Local Authorities and key partners to drive the initiatives forward to build the society that our citizens demand. Long term investment commitments by the Scottish Government and Transport Scotland are being further developed in 2021 with regional partner involvement. The region needs to support this investment to maximise the positive impact across the region and the delivery of the national ambitions, monitor the outcomes and continually work with Scottish Government and Transport Scotland to react to changing circumstances within their 20 year investment programme.

10. OVERSEEING CHANGE

The delivery of the change proposed within the Framework will require a significant collective effort from a range of organisations, alignment and influence on national and regional strategy/investment and long-term governance arrangements.

Key partners in the delivery of the Regional Prosperity Framework will include the Edinburgh City Region Deal signatories (the six local authorities, together with regional universities, colleges and the Regional Enterprise Council, UK and Scottish Governments), as well as a range of other organisations with a key national and regional roles such as Transport Scotland, Scottish Enterprise, South of Scotland Enterprise, SEStran and SUStran.

The successful delivery of the Framework and action plan requires each of its elements to be implemented in a coordinated way. An existing structure is already in place to support the delivery of the Edinburgh and South East Scotland City Deal, and this will be the basis of a broader public/private sector economic partnership to guide and monitor the long term delivery of the Framework in the long term.

The Regional Enterprise Council – has already started to influence and shape the Framework and will continue to ensure that strong, effective leadership and input is provided across the public and private sectors.

The Elected Member Oversight Committee established in January 2021, ensures that that the Framework is developed and governed through to the delivery phase with the appropriate local level scrutiny.

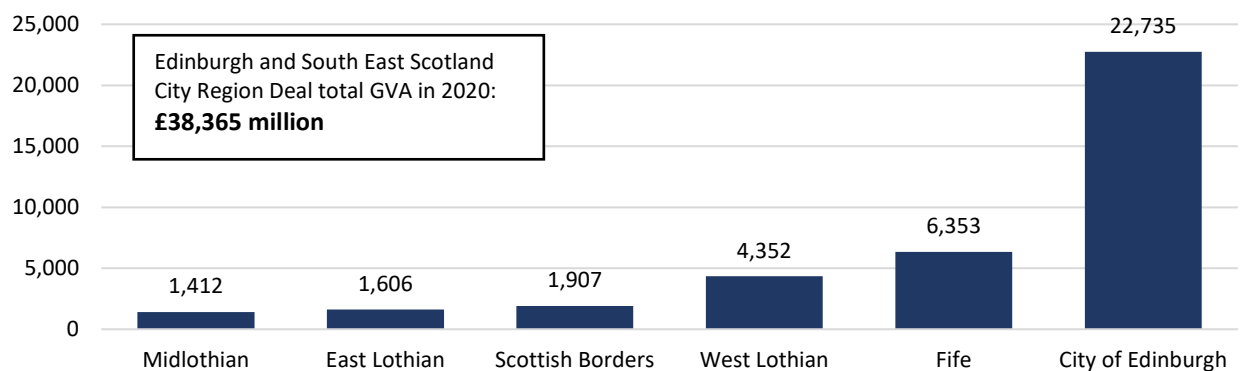
The regional partners are committed to working together to develop and deliver our vision for the future of our region. We are keen to continue to focus on our strong relationship with national agencies, and the Scottish and UK Governments, to ensure that our regional efforts are both supported by, and contribute strongly to, the wider national context. We look forward to continued joint working to share and realise our Vision.

ANNEX 1

TECHNICAL BACKGROUND

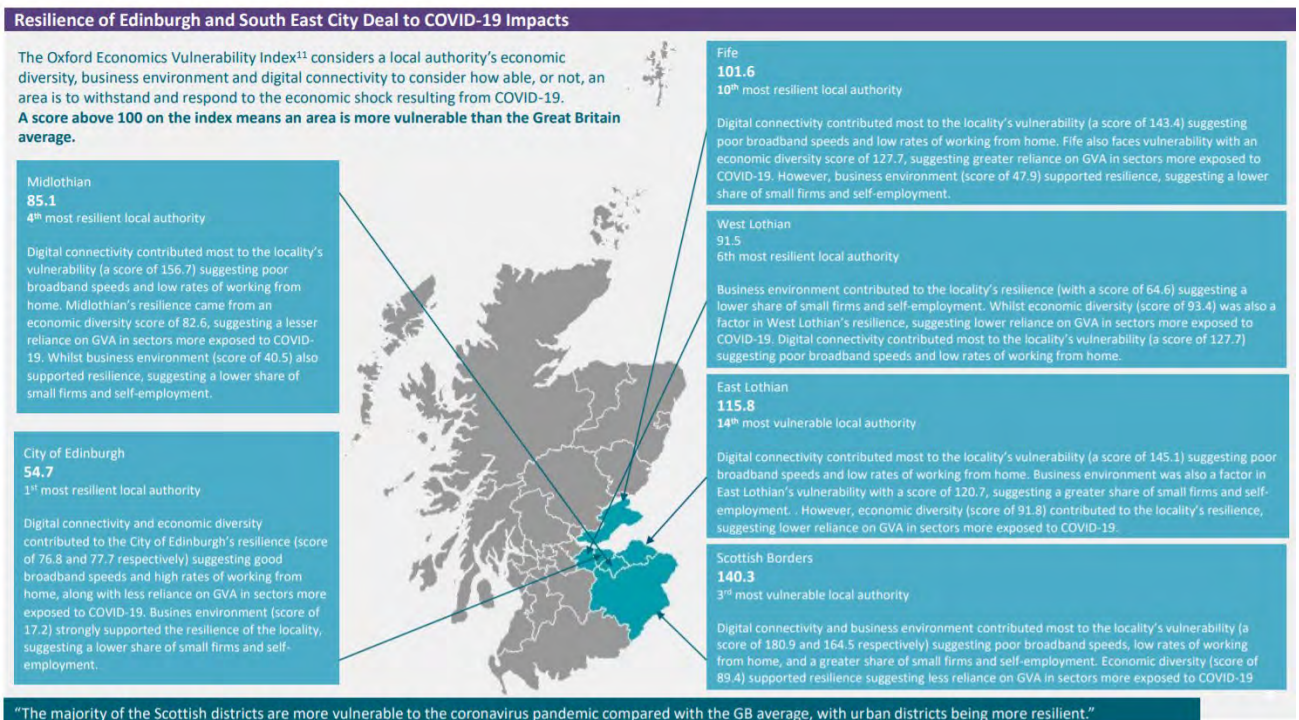
Economic Performance

Chart 1: City Region GVA 2020 (£m) by Local Authority



Source: Oxford Economics Forecasts (Skills Development Scotland)

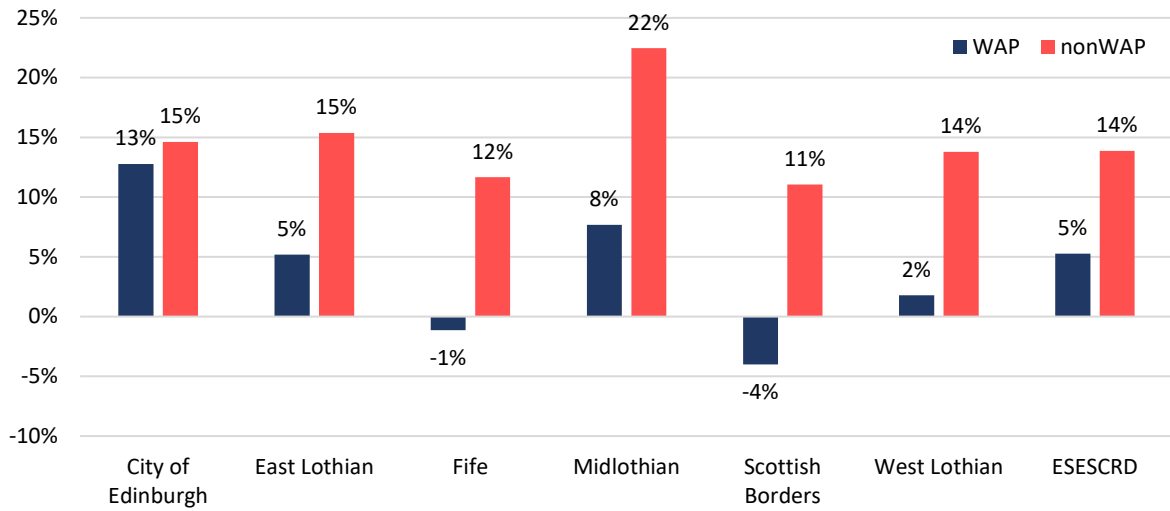
Figure 1: Oxford Economics Vulnerability Index – Edinburgh and South East Scotland



Population and Demographics

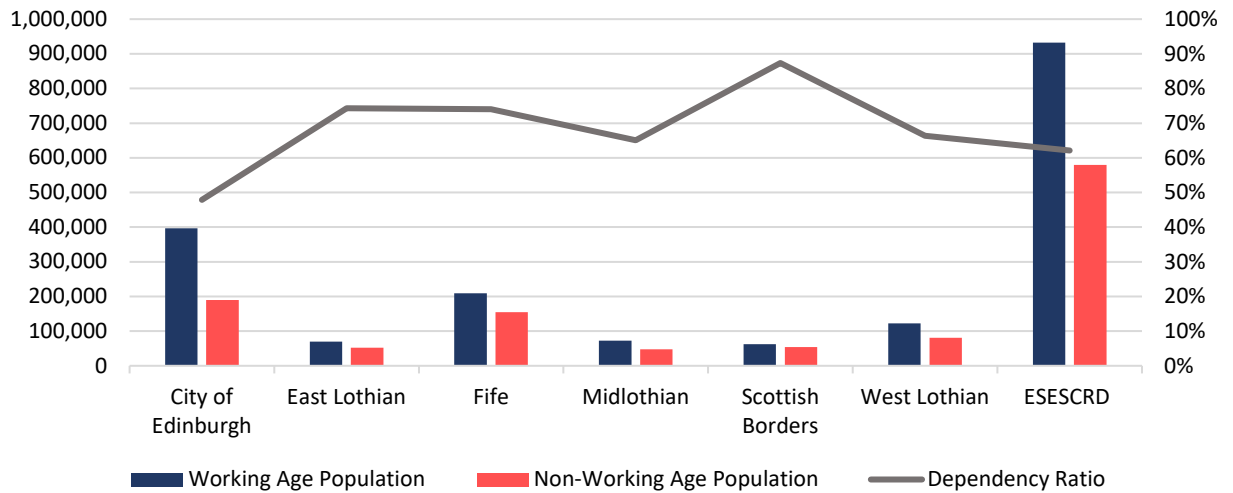
Percentage change in the 16-64 yea-old Working Age Population (WAP) and the non-Working Age Population (non-WAP) across the City Deal region between 2009 and 2019.

Figure 1: Percentage change in age categories by local authority 2009-2019



Source: National Records of Scotland

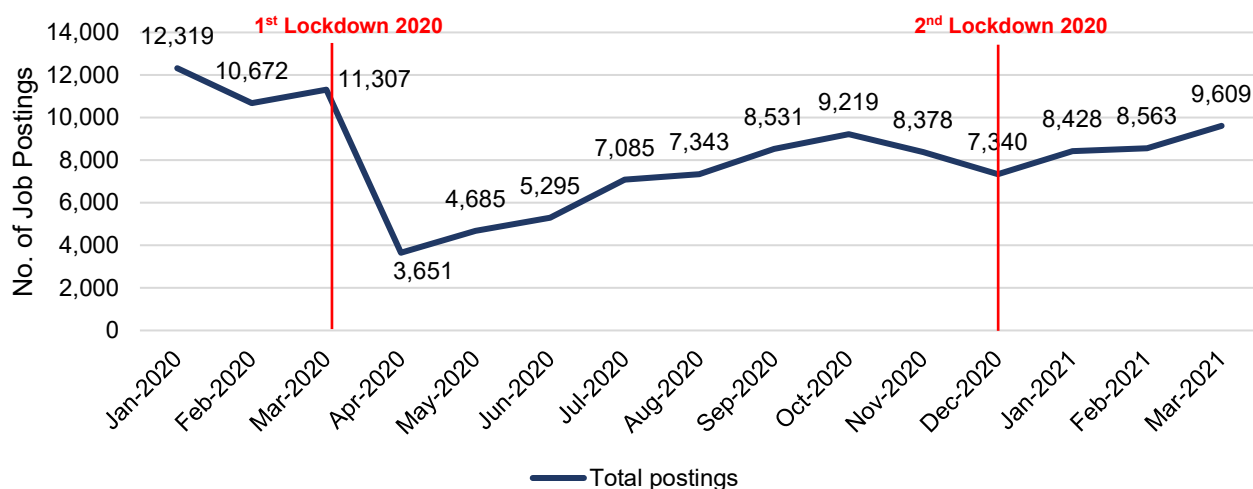
Figure 2: Population projections by age category and local authority in 2043



Source: National Records of Scotland (based on mid-2018 population estimates)

Labour Market and Skills Landscape

Chart 1: No. of Job Postings Jan 20 to March 21 – Edinburgh and South East Scotland



Source: Burning Glass Technologies (2021) *Please note that Burning Glass Job Postings data may not sum due to absence of information associated with some postings e.g. no salary information or SIC or SOC Code.

Table 1: Top Job Postings by 2 Digit SIC – Edinburgh and South East Scotland

Industry	Job Postings	% of Total Postings
Human health activities	10,581	22%
Education	7,396	16%
Public administration and defence; compulsory social security	3,914	8%
Retail trade, except of motor vehicles and motorcycles	3,044	6%
Financial service activities, except insurance and pension funding	2,919	6%
Social work activities without accommodation	2,318	5%
Activities of head offices; management consultancy activities	1,790	4%
Legal and accounting activities	1,323	3%
Residential care activities	1,249	3%
Food and beverage service activities	1,140	2%

Source: Burning Glass Technologies (2021)

Table 2: Top Job Postings by 4 Digit SOC – Edinburgh and South East Scotland

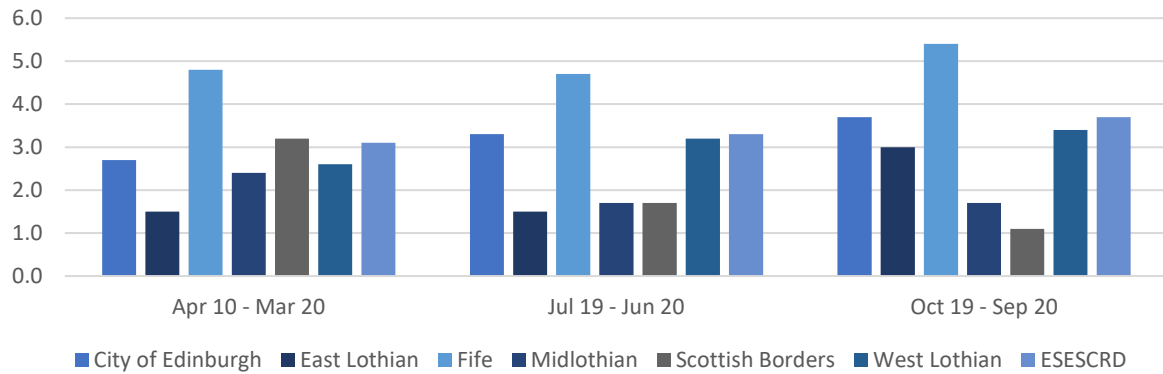
Occupation	Job Postings	% of Total Postings
Programmers and software development professionals	5,706	7%
Nurses	3,568	4%
Care workers and home carers	3,440	4%
Other administrative occupations n.e.c.	2,107	2%
IT business analysts, architects and systems designers	1,975	2%
Managers and proprietors in other services n.e.c.	1,953	2%
Chartered and certified accountants	1,795	2%
Sales related occupations n.e.c.	1,650	2%
Customer service occupations n.e.c.	1,610	2%

Management consultants and business analysts	1,450	2%
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Source: Burning Glass Technologies (2021)

COVID-19, BREXIT, and the Labour Market

Chart 1: Unemployment Rates (16-64) by Local Authority (%)



Source: Annual Population Survey (Labour Force Survey)

Chart 3: Number of People on Universal Credit in Edinburgh and South East Scotland (February 2020 – February 2021)

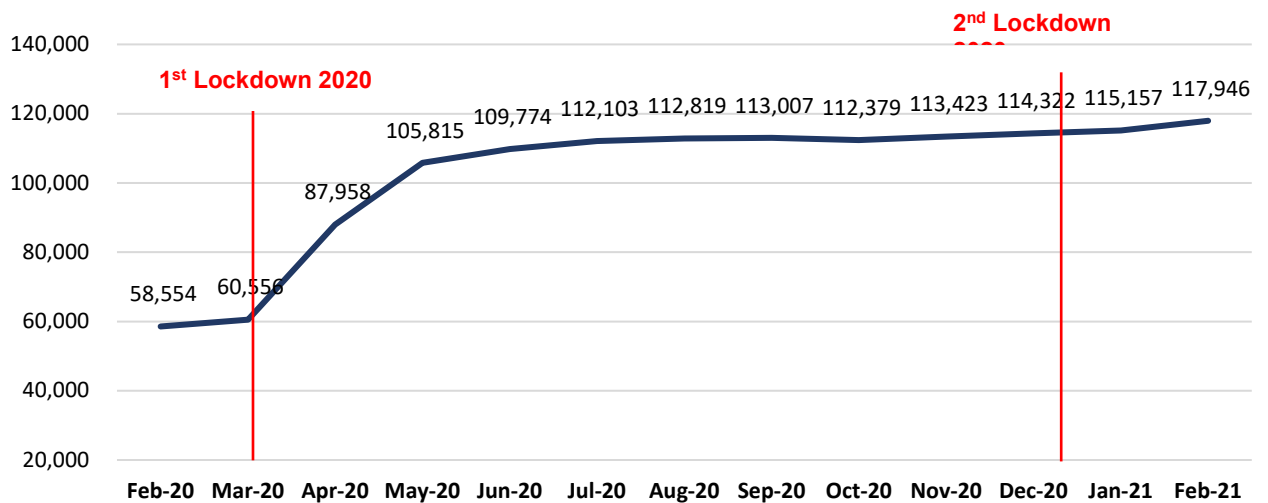
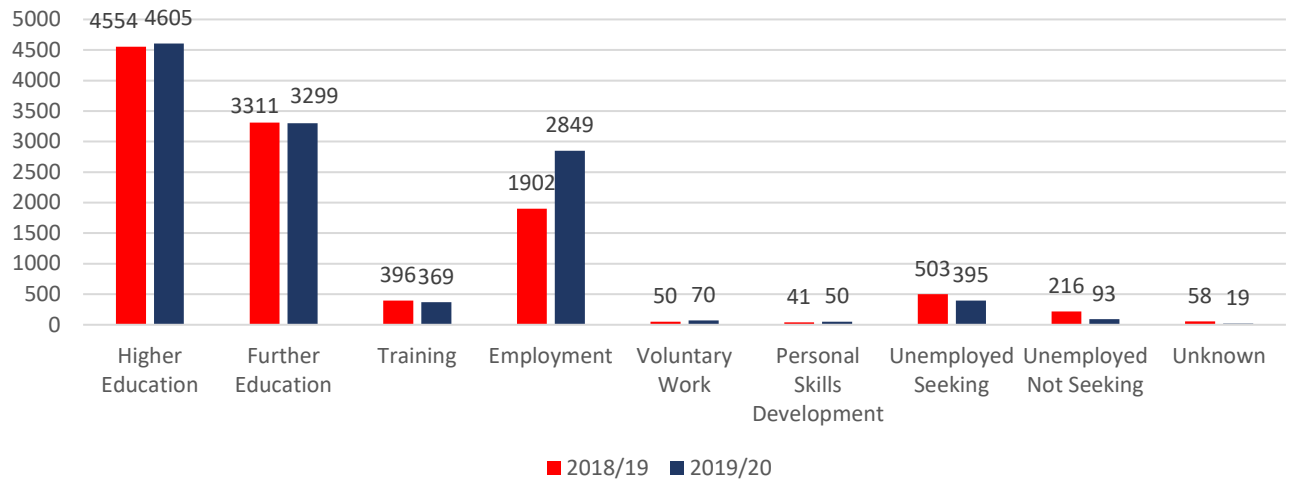


Table 1: Population by country of Birth, December 2019, and June 2020 (Thousands)

Area	EU Total (December 2019)	EU Total (June 2020)
Scotland	234,000	240,000
City of Edinburgh	46,000	47,000
East Lothian	4,000	4,000
Fife	15,000	15,000
Midlothian	5,000	3,000
Scottish Borders	4,000	2,000
West Lothian	12,000	14,000
ESESCRD Total	86,000	85,000

Source: National Records of Scotland (2020)

Chart 4: Initial School Leaver Destinations – Edinburgh and South East Scotland (2018/19 and 2019/20)



Source: Summary Statistics for Attainment and Initial Leaver Destinations, No. 3: 2021 Edition

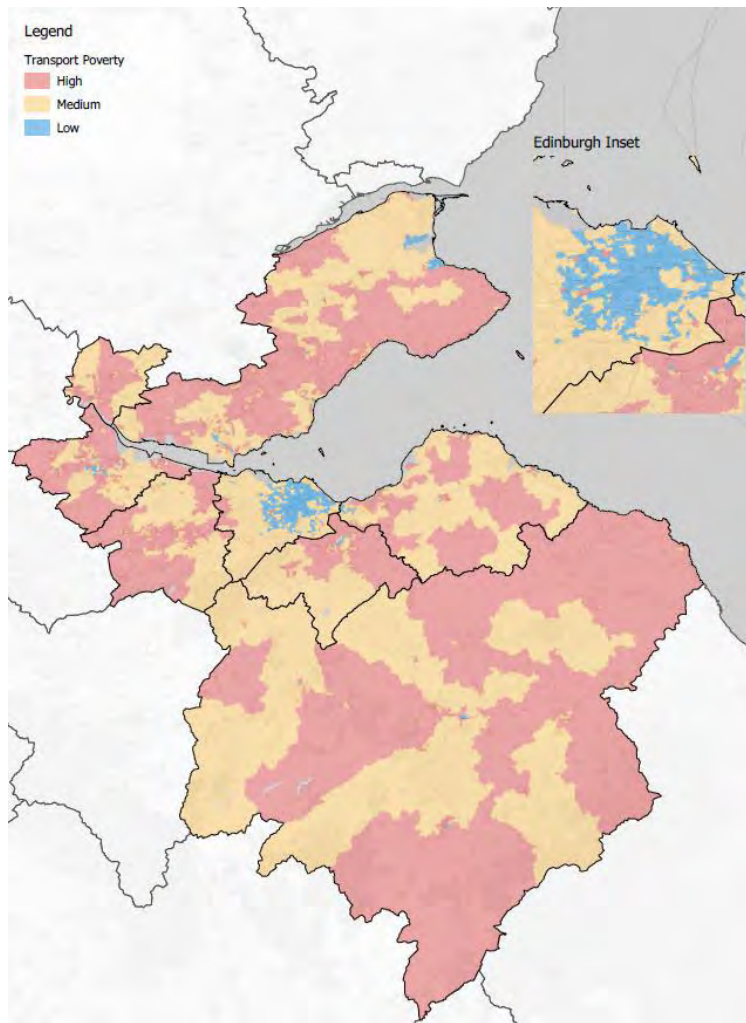
ANNEX 2

Transport Background

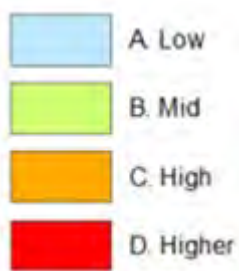
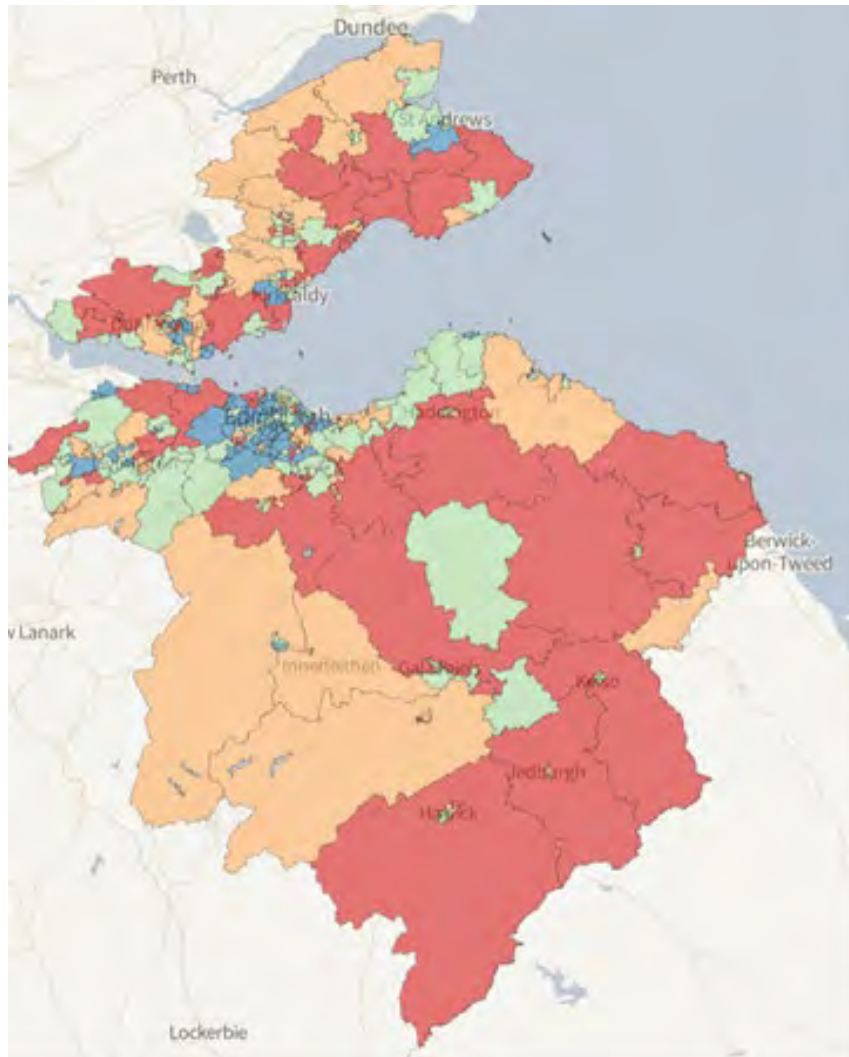
Workforce mobility is a barrier to employability, training and education across the region. It is evident that the transport barrier in Edinburgh & South East Scotland is not solely related to affordability. A number of factors have created a fragmented transport system, such as:

- patronage decline on the bus network since 2010,
- 5% of the population not connected to the public transport system,
- The majority of the City Deal region in medium and high transport poverty (SEStran RTS Main Issues Report 2020);
- the need for more partnership working within the sector and across transport modes;
- multiple points of travel information,
- a plethora of ticketing structures/subsidies/concessions, and
- the lack of data-based route optimisation.

All of these elements have led to multiple barriers that include affordability, accessibility, complexity, integration and declining service provisions. Figure 1 from the SEStran RTS Main Issues Report 2020' highlights the majority of the region being at medium to high risk of transport poverty.



This is reinforced by the Workforce Mobility Deprivation Index that is a blend of 4 SIMD factors affecting citizen access to employment, training and education.



Workforce Mobility Deprivation Index – Scoring Methodology

15% Access Deprived	Income Deprived	Employment Deprived	Education Attainment	WFI / Score
A. None (0%) : 0 Points	A. Under 5%: 1 Point	A. Under 5%: 1 Point	A. Under 5: 4 Points	A. Low / 3 to 5
B. Under 25%: 2 Points	B. 5% to Under 10%: 2 Points	B. 5% to Under 10%: 2 Point	B. 5 to Under 5.5: 3 Points	B. Mid / 6 to 8
C. 25% to Under 50%: 4 Points	C. 10% to Under 15%: 3 Points	C. 10% to Under 15%: 3 Points	C. 5.5 to Under 6: 2 Points	C. High / 9 to 10
D. 50% or More: 6: Points	D. 15% or More: 4 Points	D. 15% or More: 4 Points	D. 6 or Higher: 1 Point	D. Higher / 11 to 18

Workforce Mobility Deprivation Index – Definitions

Component	Definition	Year
People living in 15% most 'access deprived' areas	Number and percentage of population living in 15% most 'access deprived' areas (data zones) in Scotland. Source: SIMD2020 via ScotPHO profiles	2018/2019
Population income deprived	Number and percentage of total population classified as income deprived within SIMD income domain. Source: SIMD2020 via ScotPHO profiles	2017
Working age population employment deprived	Number and percentage of working age population (16-64 years) classified as employment deprived within SIMD income domain. Source: SIMD2020 via ScotPHO profiles	2017
Educational attainment of school leavers	The score is based on school leavers' highest level of qualification, averaged across all leavers within a data zone. Source: Scottish Government via Statistics.gov.scot	2016/17-2018/19

ANNEX 3

Local Authority Area Summaries

City of Edinburgh

About the region:

Edinburgh, the capital of Scotland, is an international hub for business, tourism, and research. Its rich history, lengthy record of innovation and creativity, iconic architecture, and vibrant culture makes Edinburgh a desirable place to live, work, visit, and study.

Edinburgh has a resilient knowledge-based economy. Productivity is high, averaging over £70,000 per worker (gross value added), unemployment is the lowest of any major UK city (with a Jobseeker's Allowance claimant rate of just 1.9% in December 2019), and gross disposable income is the highest outside of London.

- Key drivers of growth include the city's highly skilled population (over 50% of working-age residents are graduates)
- Edinburgh is an international hub for financial services and technology. The city also benefits from buoyant tourism and a strong higher education sector.
- The city is increasingly focusing on ensuring growth is sustainable and inclusive.

Edinburgh has been an international centre of learning since the renaissance, a financial services hub since the 17th century, and a centre for science and technology since the industrial revolution. Today, Edinburgh combines these long-established capabilities with strengths in modern sectors such as film and contact centres.

Key regional characteristics include:

- Edinburgh has a population of 525,000. The city has grown steadily in recent years, with annual net growth of around 1% (5,000 new residents each year).
- In 2019, JLL ranked Edinburgh the 15th top city in the world for talent concentration in its Innovation Geographies index. Edinburgh is a popular destination for international workers. In the 2020 Global Talent Competitiveness Index - a ranking of cities by their ability to grow, attract, and retain talent - Edinburgh ranked second in the UK and 45th worldwide.
- Each August, Edinburgh hosts the world-famous Edinburgh International Festival and Edinburgh Festival Fringe, along with a myriad of other world leading events like 'Edinburgh's Hogmanay'.
- Edinburgh is a hotbed of scientific discovery and technological progress. The city's four universities, two colleges, and other research institutes have world-leading capabilities in disciplines include medical science, animal bioscience, software, electronics, and energy.
- The city has set an ambitious goal of becoming carbon neutral by 2030.

Key Sectors include:

- Software & Technology
- Financial Services
- Tourism
- Higher Education
- Film & Television
- Food & Drink
- Contact Centres

East Lothian

About the region:

East Lothian is part of the Edinburgh city region and is located to the east of Edinburgh's suburban edge. The area measures approximately 270 square miles in area, and includes 43 miles of coastline. The area currently has a population of around 100,000 people, and by 2035 this is anticipated to grow to 130,000.

East Lothian has a relationship with the wider region, but it offers something different. It has wide variety of high quality built and natural environmental capital and, with countryside and coast, an abundance of leisure tourism opportunities. All this is within easy access of Edinburgh and places East Lothian in high demand as a place to live, learn, invest, work, recreate and to visit. East Lothian has to strategic economic aims and these are to increase the number of business in the area and the number of jobs.

The area also has a number of strategic long term and transformational projects and opportunities, which will be a focus of East Lothian's economic recovery and renewal, including:

- Food & Drink Innovation Hub and Edinburgh Innovation Park - adjacent to Queen Margaret University there are plans to deliver a state of the art food and drink innovation facility being the initial phase of a wider Edinburgh Innovation Park supported by partial funding from City Deal. The Hub and EIP will drive company growth, develop existing and sustainable new businesses to access a global market for healthy and functional food;
- ClimatEvolution Zone, including Blindwells New Town and the redevelopment of the former Cockenzie Power Station site. – there are plans for strategic shared infrastructure and land remediation here to deliver a significant new town with new regional town centre, and to redevelop the former power station site. Taken together, these projects present significant development potential for a wide range of uses and to create a new low carbon destination and attractor, with delivery supported City Deal;
- Torness Nuclear Power Station site - there will be a need to consider the future of this site as the current generating licence extends to 2030, but an extension to this is not ruled out. Key considerations will be decommissioning the site, utilisation of the grid connection, and future land use where deep water harbouring opportunities exist adjacent to the strategic transport network.

Key regional characteristics include:

- One of the fastest rates of population growth in Scotland, and the region;
- the lowest job density in the region, with around 50% of the working age population commuting from the area to work across boundaries;
- significant leakage of expenditure across boundaries, particularly from the west of East Lothian to other nearby areas, impacting town centres and equalities;
- significant investment will be required to overcome the transport, education and other infrastructure constraints, including to address climate change targets and effects;

Key sectors include:

- Tourism
- Small and medium size enterprise
- Farming, fishing and food and drink
- Education, health and bio and life sciences

- Renewables
- Care

Fife

About the region:

Fife is home to 373,550 people, and over 10,000 businesses. It makes a significant contribution to the Scottish economy with an annual business turnover of around £12,500 million.

A peninsula set between the Firth of Forth and Firth of Tay its coastal path and award-winning beaches encircle most of the area. It contains a mix of urban and rural areas, from large settlements to significant areas of undeveloped forest and woodland, including the Lomond Hills. Known around the world as the 'home of golf', Fife offers a total of 48 golf courses.

Key regional characteristics include:

- Scotland's third largest local authority by population size.
- Strong tourism industry worth over £650m annually (2019).
- The average age for residents of Fife is projected to increase significantly over the next decade.

These sectors offer significant opportunities, however, there is also a recognition that Fife, particularly the Mid-Fife area, continues to suffer from long standing socio-economic issues that limit its economic growth:

- Earnings and productivity are lower than the national averages.
- Business start-up rates remain below the Scottish averages.
- There are higher than average rates of youth unemployment and
- Areas of deprivation persist in some parts of Fife (particularly Mid-Fife).

Key sectors include:

The Fife Economic Strategy 2017 – 27 identifies eight key economic sectors where Fife has a particular strength or that are growing strongly :

- Energy & Renewables
- Manufacturing
- Finance & Business Services
- Tourism
- Food & Drink (including agriculture)
- Health & Social Care
- ICT and
- Construction

Midlothian

About the region:

Midlothian lies in the east-central lowlands, bordering the City of Edinburgh, East Lothian and the Scottish Borders local authority areas. The region covers 354 square miles and has a population of approximately 92,500, and encompasses seven urban centres and is surrounded by rural communities. Midlothian has a range of vibrant outdoor spaces, dedicated sports facilities, cycle routes and country parks which support diverse health, social and economic outcomes.

Key regional characteristics include:

- The fastest growing local authority area in Scotland, with an increase in households of 15% over the past decade
- Midlothian is the 4th most resilient local authority in Scotland
- Approx. 55% of the working age population commuting from the area to work across boundaries;
- Midlothian has some areas in the top 20% of deprivation and child poverty for Midlothian in 18/19 was 23.2%, the latest figure for 19/20 is 23.9%.
- Scottish Government statistics show that 94.5% of school leavers in Midlothian were in 'positive destinations' during 2019/20.
- Committed to reducing carbon emissions in Midlothian to net zero by 2030

The vision for economic growth is for Midlothian to be a recognised area in which to live, work, visit and do business with an economy that is sustainable, inclusive and ambitious.

Key sectors include:

- Life Sciences - The internationally recognised Midlothian Science Zone is a world-leading centre for research in animal science and food security, and is the largest concentration of animal related expertise in Europe.
- Data Driven Innovation - Midlothian and the University of Edinburgh have invested heavily in DDI and our Newbattle Digital Centre for Excellence prepares young people with the data and digital skills for the future world of work, fostering digital inclusion and enabling young people to engage in a wider programme around data skills.

Midlothian's Economic Priorities are to integrate the region with the regional economy and promote the region internationally

- To improve the skills landscape
- To increase economic participation
- To build on the success of our key sectors
- To improve the vibrancy of our town centres and make them more environmentally friendly
- To accelerate growth through infrastructure upgrades and reduce carbon emissions

Scottish Borders

About the region:

The Scottish Borders geographically is one and half times that of the rest of the other local authority areas which form the City Region. The region is 1,827 square miles and has a population of 115,270.

However, much more than simply size it is the combination of characteristics across the Scottish Borders, which give it its distinctiveness particularly when assessed against the rest of the ESES region.

Key regional characteristics include:

- rurality and geographic scale
- significant natural capital
- Strong agriculturally offering (farm to fork)
- Culture, history and sport create a strong tourist market and the hospitality sector, with significant capacity for growth
- Significant Net-Zero potential with a commitment to reducing carbon emissions to net zero by 2045
- Resilient communities with strong local identities
- Borders and partnership working with Dumfries & Galloway and the north England counties of Cumbria and Northumberland.
- Strong educational attainment and progression into positive pathways as highlighted with Borders College.

Key sectors include:

- Manufacturing
- Wholesale and Retail
- Construction
- Agriculture

Scottish Borders Economic Strategy 2013 – 2023 - Vision for the economy:

- Creating the conditions for businesses to compete - reflecting our entrepreneurial strength and the need to create the conditions for businesses to grow, and/ or to attract entrepreneurial people;
- Building on our assets - attracting and retaining people and growing businesses will be helped by what the Scottish Borders as a place has to offer and by our ability to maximise our assets;
- Developing the workforce of the future - fundamental to future prosperity and competitiveness is the supply of, and demand for, a skilled workforce. As there are fewer jobs available here than residents in work, people are travelling outside the area for work and this means economic performance is lower;
- Providing leadership - essential for successful economic development to be achieved, leadership will also help deliver other policy and organisational priorities too – around education, health, and the public good.

West Lothian

About the region:

The area is strategically located between Edinburgh and Glasgow at the hub of the wealth creating, central Scotland metropolitan region, identified as key to Scotland's future economic growth.

West Lothian has actively managed and facilitated change over many decades. It has moved on from its industrial past and built on its post-industrial legacy to re-emerge as a progressive and diverse place for people to live and work.

West Lothian is strategically located in the Central Belt of Scotland and is well served by a number of motorways and trunk roads and it has direct rail links from twelve rail stations to Edinburgh, Stirling, Glasgow and beyond. West Lothian's central location and excellent business and labour market connections make the area an important economic hub.

The area's business base includes both SMES and multinationals with global connections and reputations. Over the last decade it has become clear that global and technological change is a constant, and West Lothian has successfully demonstrated its capacity to respond to challenges and reinvent itself as a business location.

Over the last five years, West Lothian has seen increasing levels of school leavers achieving a positive destination:

- 93% of school leavers entered a positive destination in 2019/20 comparable to the Scottish national average.
- Progression into higher education at 43% is at its highest level in ten years.
- A quarter of leavers have gone into further education (26%) and around 19% of young people entered employment.

Effective working with Skills Development Scotland, local further education and training providers and other Community Planning Partners has improved support and opportunities available to young people in the region.

Key regional characteristics include:

- West Lothian has a population of about 183,100
- One of the youngest and second fastest growing in Scotland (with an average age of 41 compared with 42 across Scotland)
- Levels of employment and economic activity remain high in West Lothian
- 77% of West Lothian's working age population are economically active
- There are 78,000 jobs based in West Lothian
- Some 4,700 businesses are known to be operating in West Lothian
- At 5.5%, unemployment in West Lothian remains lower than the 6.0% rate of Scotland.

Key sectors include:

- Biotech & life sciences,
- Logistics & distribution,
- Electronics & software,
- Engineering,
- Construction,

- Food and drink manufacture,
- Retail and creative industries.

Consultation Process

This Framework has been shaped by an extensive consultation process, during which the officers listened and acted upon comments and suggestions from organisations and members of the public from across the region. Listed below is a snapshot of the key activities which have shaped this framework.

- A draft version of the framework was produced by officers from across the six local authorities and partners including Scottish Enterprise.
- This version was communicated out to the Elected Members Oversight Committee (EMOC), as well as Directors from across the local authorities for feedback and approval to proceed to public consultation.
- Colleagues at Edinburgh Council supported the RPF by hosting the framework on the consultation hub, which was set to run for a period of six weeks.
- Towards the end of the six weeks, the team also facilitated two online discussions on a virtual platform, designed to engage with members of the public to assess the priorities identified within the framework.
- As the public consultation ended, feedback was received in three formats:
 - Feedback on the consultation hub;
 - Feedback from the two hosted discussions and the participants' responses; and
 - Email feedback, largely from organisations (e.g. Scottish Government).
- The team then analysed these responses, aggregating them into the appropriate themes (e.g. transport, environment etc.) which were then considered in full.
- Each theme was considered against the draft framework to revise the content within to reflect the views communicated with the team.
- These views are now reflected within this version of the framework, which has been issued through the necessary governance cycles.

REPORT TO: East Lothian Council

MEETING DATE: 16 November 2021

BY: Executive Director for Place

SUBJECT: Cockenzie Power Station Site 360 Project Feasibility Study

8

1 PURPOSE

- 1.1 The purpose of this report is to seek approval for funding of a feasibility study for a community-based project arising known as the 360 Project, which aims to develop a climate change centre and public space on part of the Cockenzie site.

2 RECOMMENDATIONS

- 2.1 That Council:
- approves expenditure of up to £30,000 to support a feasibility study into the potential for the 360 Project and to note that this funding is subject to the forthcoming draft of National Planning Framework 4 (NPF4) allowing greater flexibility and acknowledging the potential for a range of uses on the site.
 - delegates authority to the Head of Development to award the funding assuming the flexibility is achieved in draft NPF4 and a suitable proposal is put forward by the 360 Project team.

3 BACKGROUND

- 3.1 The current National Planning Framework 3 designates the Cockenzie site as nationally important for thermal generation and carbon capture and storage. Meetings have been held with Scottish government officials seeking to have this outdated designation removed from the site to allow greater flexibility for its regeneration for wider employment-generating uses, as well as the proposed substations for the landing of power generated by wind turbines offshore. The draft National Planning Framework 4 is due for publication in the next few weeks.

- 3.2 The 360 Project is a community-based project which has been developed by members of the community, which aims to achieve a positive legacy for local people arising from the power station site. The proposal is for a climate change research and education centre and public space to the north east of the wider Cockenzie site. This community group, run by a core of enthusiastic and committed community activists has asked for funding to instruct an expert to advise on the feasibility of their proposals. They are also talking to third parties, seeking additional methods of funding. The feasibility study will follow up and build on the Vision document that the group prepared in March 2021 with the assistance of the environmental consultancy AECOM.
- 3.3 At this stage, it is not clear whether any funding will be available from these other bodies although the potential is there. The group estimates that a feasibility study will cost £30,000. It is requested that up to this sum is approved to fund the feasibility study with the provisos that it will not be awarded to the group unless sufficient flexibility for the site is granted through the draft of NPF4, a robust proposal is put forward by the group and alternative funding sources have been explored and will be used to help fund the study if available. It is requested that the award of the funds is delegated to the Head of Development who will ensure that the conditions noted are met.

4 POLICY IMPLICATIONS

- 4.1 None

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 An impact assessment is not required for the feasibility study.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – The Council will make a contribution of up to £30,000 to fund the feasibility study into the 360 Project. The cost of the study can be met from specific provisions established by the Council to support developing the Cockenzie site and accelerating growth.
- 6.2 Personnel – None
- 6.3 Other – None

7 BACKGROUND PAPERS

- 7.1 Council Report – 23 February 2021: Cockenzie Former Power Station Site Update / NPF4 Position Statement and Associated Response
https://www.eastlothian.gov.uk/download/meetings/id/22055/07_cockenzie_former_power_station_site_update_national_planning_framework_4_position_statement_and_associated_response

AUTHOR'S NAME	Michaela Sullivan
DESIGNATION	Head of Development
CONTACT INFO	01620827222
DATE	13 October 2021

REPORT TO: East Lothian Council

MEETING DATE: 16 November 2021

BY: Executive Director for Place

SUBJECT: Cessation of SESplan Joint Committee and Budget

9

1 PURPOSE

- 1.1 This report explains the changes to Regional Planning that are being introduced through the Planning Act 2019 and seeks the Council's consequential ratification of a SESplan Joint Committee decision, taken on 4 October 2021, to cease Joint Committee meetings, fund a staff member to handle residual matters and redistribute the SESplan budget.

2 RECOMMENDATIONS

- 2.1 It is recommended that Council ratifies the SESplan Joint Committee decisions to:
- i. amend the SESplan Constitution so the SESplan Joint Committee is not required to meet twice a year;
 - ii. close the SESplan accounts;
 - iii. redistribute the remaining SESplan budget equally back to the six SESplan authorities;
 - iv. transfer £11,000, being East Lothian's share of £66,000 to support a residual staffing requirement for a period of three years, to the South East Scotland City Deal Joint Committee; and

It is further recommended that Council notes that:

- v. following agreement by each of the partner authorities, Regional Spatial Planning responsibilities have transferred from the SESplan Joint Committee to the City Deal Elected Member Oversight Committee; and

- vi. the existing SESPlan Project Board will be renamed the Strategic Planning Advisory Group [or similar] with the chair of that group becoming a member of the City Region Deal Directors' Group.

3 BACKGROUND

- 3.1 The Planning (Scotland) Act 2019 removes the need for the preparation of Strategic Development Plans for Scotland's city regions with the National Planning Framework now becoming part of the Development Plan.
- 3.2 In response to this changing legislative requirement the six constituent local authorities in the Edinburgh City Region agreed in September 2019 that strategic planning roles and responsibilities should be amalgamated within the framework of the Edinburgh and South East Scotland City Region Deal.
- 3.3 While each of the six partner authorities agreed to this approach going forward there was some concern about the 'watering down' of the strategic planning function. Given these discussions it was agreed that an Elected Member Oversight Committee (EMOC) sitting under the Edinburgh and South East Scotland City Region Deal Joint Committee should be established to consider strategic planning matters in the context of the City Region Deal. The first meeting of the Oversight Committee was held on the 15 January 2020.
- 3.4 With the establishment of the EMOC, there is no longer a role for the SESplan Joint Committee in spatial planning matters or in commenting on or approving responses to Government consultations. In the circumstances, the fundamental reason for holding meetings of the SESplan Joint Committee no longer exists.
- 3.5 SESplan remains a legal entity until National Planning Framework 4 comes into force and the provisions of the Planning etc (Scotland) Act 2006, insofar as they relate to strategic development planning, remain in force. However, the legal advisors identify that there is no longer any decision-making function for the committee to perform (for the reasons set out elsewhere in this report) and therefore no need for the committee to exist. There are, however, two caveats:
 - The committee would have to agree a final account, including disbursement of the remaining money; and
 - The committee's own constitution which requires it to meet twice a year would have to be extinguished. It is open to the Joint Committee to change its constitution however this requires each local authority to take a report to its Council seeking agreement that these requirements are removed.
- 3.6 Addressing these two issues allow the Joint Committee to be disbanded. The SESplan Joint Committee considered these two points at its meeting on 4 October 2021 and agreed to cease activity of the SESplan Joint

Committee and redistribute its budget (see below). These are the decisions requiring ratification through this report.

- 3.7 For the avoidance of doubt, appointment of a plan manager will remain a legislative requirement in the short term, although the requirement is expected to be removed when the secondary legislation regarding the cessation of strategic planning authorities comes into effect. This can be addressed by the continuation of current arrangements (but removing the reference to SESplan in any job titles or signatures). The SESplan manager is currently Robin Edgar of East Lothian, although his active tasks have ceased.

Closure and redistribution of SESplan budget

- 3.8 Based on the ratification of the decision to stop meetings of the SESplan Joint Committee then the remaining action will be to close the SESplan accounts and redistribute the remaining balances.
- 3.9 The balances held at 31 March 2021 reported to the Committee in June 2021 as part of the unaudited accounts were £111,694. The only additional payments made in 2020/21, and still due to be settled, related to IT support for SESplan website and emails, and amounted to £10,894 which leaves a remaining balance of £100,800.
- 3.10 It is recommended that this closing balance is returned to the six SESplan local authorities and the SESplan account closed. Although the responsibilities for regional planning have been moved into the City Deal structure there will still require to be a resource to be the focus for moving work forward. Therefore, it is proposed that a planning officer is appointed for a temporary period to perform this role. It is recommended that each of the SESplan authorities pay £11,000 (£66,000 across all the authorities) to the City Deal Joint Committee to fund this post. This would leave a remainder of £5,800 to be returned to each authority).
- 3.11 This funding would allow the appointment of a Strategic Planner, on a part-time basis, for approximately three years which should be sufficient time to complete all of the likely tasks identified.
- 3.12 The need for the post beyond the three-year period could be reviewed at the time but recognising that any extension would have to be funded at that stage. The post will be incorporated within the Deal Programme Management Office (PMO) structure and will report to the Programme Manager.
- 3.13 Subject to agreement a job description for the post would have to be established and the post graded by the employing authority (City of Edinburgh Council).

4 POLICY IMPLICATIONS

- 4.1 The decision to cease the operations of SESplan will have no policy implications as the responsibility for strategic planning and the development of future strategic planning strategy has been passed to the City Deal Joint Committee.

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 This report 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 – there are no additional costs associated with the proposals. The Council will receive 1/6th of the remaining SESplan budget and contributions back to the City Deal Joint Committee will be funded from this money.
- 6.2 Personnel – the Council’s Planning Service are already involved in strategic planning work and will continue to contribute towards this work. Strategic Planning input will continue to be provided by the renamed SESplan Board. The Board is chaired on a rotational basis and the responsibility currently sits with Midlothian Council until 31 December 2021 (thereafter it will pass to East Lothian Council).

The role of SESplan Manager will continue until the adoption of NPF4. This role will continue to be provided by East Lothian Council.

The proposal to fund a strategic planner post for three years, as set out above, will be covered from the money returned to the councils from the SESplan budget and the post will be hosted by City of Edinburgh Council.

- 6.3 Other – none

7 BACKGROUND PAPERS

- 7.1 Report to SESplan Joint Committee, 4 October 2021: Item 6 – Transfer of Regional Spatial Planning Responsibilities and Cessation of SESplan
- 7.2 Report to SESplan Joint Committee, 4 October 2021: Item 7 – Final Accounts, Audit Report and Closing Financial Statement

AUTHOR'S NAME	Robin Edgar
DESIGNATION	Team Manager Policy and Strategy/Acting SESplan Manager
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DATE	6 th October 2021

REPORT TO: East Lothian Council

MEETING DATE: 16 November 2021

BY: Executive Director for Council Resources

SUBJECT: Proposed Introduction of Hybrid Committee Meetings

10

1 PURPOSE

- 1.1 To outline the proposal to introduce hybrid Council, committee and sub-committee meetings and to secure Members' agreement to implement hybrid committee meetings.

2 RECOMMENDATIONS

Council is recommended to:

- 2.1 approve the implementation of hybrid meetings;
- 2.2 agree that meetings continue in the interim by remote access;
- 2.3 note that the introduction of hybrid meetings would be implemented through the replacement of the existing remote access system and will incur an initial capital cost and ongoing revenue costs;
- 2.4 note that arrangements for hybrid meetings would require changes to Standing Orders which would be brought to Council before hybrid meetings go live.

3 BACKGROUND

- 3.1 On 25 August 2020, Council agreed that Public-i Connect Remote would be used as the platform for hosting Council and committee meetings until such times as physical meetings could resume safely. The decision was made in recognition of the Scottish Government guidance in relation to continued homeworking and social distancing that was in place at the time, given the COVID-19 pandemic.

- 3.2 It is now considered that there would be a number of significant benefits in moving to hybrid committee meetings whereby some members and officers would be physically present in the Council Chamber and others would participate by remote access.

These benefits include: the freedom and personal preference to choose how to participate in meetings; reduced travel time and travel costs; convenience for participants who have other commitments away from the Council Chamber; more effective use of officers' time as some officers only need to be present at the meeting for the duration of their own report; and the fact that hybrid meetings offer a good compromise between face-to-face meetings and remote meetings. The live streaming of meetings has been well received and has increased the transparency and accessibility of the Council's formal decision making processes for the public. It is anticipated that live streaming will continue if hybrid meetings are implemented and the system will accommodate the online participation of members of the public where appropriate, e.g. Planning Committee.

- 3.3 Members are asked to note that the introduction of hybrid meetings will require replacing the existing remote access system with an alternative in-chamber hardware/software system. In addition, a new post of Technical Support Clerk will need to be established to ensure meetings run smoothly and any technical issues can be resolved without interrupting proceedings. The ongoing annual cost of this solution, and the establishment of a new post, are likely to be in the region of £80,000 per annum. These figures are subject to verification if approval to engage with the supplier is given. It is anticipated that the new system would be leased, rather than purchased, to ensure the Council can benefit from any improvements to functionality and technology in this area over the next few years.
- 3.4 To support the arrangements for hybrid meetings, such as electronic voting and determining the number of participants that could be physically present in the Council Chamber, Standing Orders will require to be amended. Members are asked to note that the changes to Standing Orders would be brought to Council before hybrid meetings go live.
- 3.5 Public meetings held via Connect Remote have been live webcast and therefore satisfy the requirement for public access, and openness and transparency in the convening and conduct of meetings. Hybrid meetings would continue to be live webcast.
- 3.6 Haddington Town House and the Council Chamber are currently closed for refurbishment works which should be completed by spring 2022. The hybrid meeting system would be installed as part of the refurbishment works which will remove the need for any retrofit work, with hybrid meetings being implemented after the Town House has re-opened.
- 3.7 It is recommended that meetings continue by remote access until such time as the implementation of hybrid meetings.

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 installation of a hybrid meeting system will incur annual costs for leasing the hardware of approximately £20,000, an annual cost for the provision of helpdesk/service support of approximately £13,000 and annual costs for live webcasting of approximately £6,000. In addition there will be costs of a new technical support post as set out below. There is potential to meet some of these costs from the COVID-19 Recovery Fund. All recurring costs will need to be reflected in future years' budgets.
- 6.2 Personnel – the introduction of a hybrid meeting facility will impact on the resource required in-chamber to support the technical requirements for delivering hybrid meetings. It is anticipated that an additional post will be created within the IT service to deliver this support at a cost of around £40,000 per annum.
- 6.3 Other – it is likely that there will be additional costs of fitting out the Council Chamber, to include upgrades to the IT infrastructure. These costs are not yet known as the provider of the system will need to carry out a technical survey prior to confirming these.
- 6.4 All of these costs will be confirmed if approval is given to progress with the introduction of this system.

7 BACKGROUND PAPERS

- 7.1 East Lothian Standing Orders
- 7.2 Report to East Lothian Council, 17 March 2020 – COVID-19 Emergency Recess Procedures
- 7.3 Report to Members' Library – Procurement of Digital Meetings System (Members' Library Ref: 79/20 – July 2020 Bulletin)
- 7.4 Report to East Lothian Council, 25 August 2020 - COVID-19 Emergency Recess Business and Arrangements for 2020/21 Committee Session

AUTHOR'S NAME	Jill Totney
DESIGNATION	Team Manager – Democratic and Licensing
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DATE	8 October 2021

REPORT TO: East Lothian Council
MEETING DATE: 16 November 2021
BY: Executive Director for Council Resources
SUBJECT: Lothian Pension Fund – Voluntary Scheme Pays

11

1 PURPOSE

- 1.1 For Council to determine whether East Lothian Council should exercise its annual discretion to adopt the Lothian Pension Fund Voluntary Scheme Pays mechanism in respect of the tax year 2020/21.

2 RECOMMENDATIONS

- 2.1 That Council considers the options at Paragraphs 3.3 and 3.4, decides which of these to adopt, and authorises officers to communicate that decision to the Lothian Pension Fund.

3 BACKGROUND

Lothian Pension Fund Voluntary Scheme Pays

- 3.1 The Council has received the Special Bulletin (Appendix 1) from Lothian Pension Fund asking the Council whether it agrees that the “Voluntary Scheme Pays” (VSP) option should be allowed. The Bulletin explains the impact of VSP and the potential risk to the Council were it to agree to the option. This is a potential benefit that is only of relevance to the most highly paid members of staff.
- 3.2 The Local Government Pension Scheme obliges employers to pay an employer’s pension contribution of circa 20% of salary in addition to an employee’s own pension contribution from salary. The current annual tax free allowance for pension savings is £40,000. Employees who exceed this standard allowance can opt for the Pension Fund to pay the tax due by way of a “Mandatory Scheme Pays” election, with a consequential reduction in their annual pension to cover this sum. However those earning in excess of £200,000 could be subject to a tapered annual allowance and therefore can face considerable personal tax liability in respect of their pension savings. This liability can be alleviated by the Fund meeting the tax due and later recouping that by making a reduction in the amount of the annual pension paid to the

individual once they retire. This is only possible if Council were to agree to VSP. Agreement is now sought annually by the Lothian Pension Fund relating to the past tax year. For tax year 2019/20 Cabinet agreed participation in the Scheme. This report relates to tax year 2020/21. The threshold income for the tapered allowance has risen from £110,000 to £200,000 for the tax year 2020/21. East Lothian Council has no employees earning more than £200,000. The Pension Fund nevertheless requires an annual election from each of its member employers.

3.3 Option one – agree to VSP

This will mean that any affected individuals can elect not to pay the tax due themselves and have the Pension Fund pay it for them in return agreeing to receive a reduced pension when it is due. This has the benefit of assisting any members of staff who might find themselves experiencing financial difficulty in meeting their tax obligations. Whilst there is no risk to the Council at this time as no member of staff earns as much as the threshold annual salary of £200,000, there is a theoretical risk for any future exercise of this option if a person that takes advantage of it dies before fully repaying the sum due to the Pension Fund by way of reduced payments. In this case, the Council would bear that cost. Of course, the Council has no control over changes to limits and any resultant impact on risk, therefore the decision whether or not to participate in VSP will be revisited annually.

3.4 Option two – do not participate in VSP

This removes all financial risk to the Council but it could potentially create personal financial difficulty in the future for some of our most senior members of staff leading to difficulty in attracting staff into more senior roles and lowered morale that could affect staff retention at the most senior level.

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 None

AUTHOR'S NAME	Kirstie MacNeill
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DATE	15 September 2021

Voluntary Scheme Pays

Lothian Pension Fund checks members' pension savings against the annual allowance limits every year. If pension savings exceeds the annual allowance and there is no carry-forward allowance from the previous three years, then the member will be liable to pay tax on the excess savings over the annual allowance. We must inform members who have exceeded the annual allowance by 6 October each year in line with HMRC legislation.

If a member has a tax charge because they have exceeded the standard allowance they can make a 'Mandatory Scheme Pays Election'. The Fund and the employer have no discretion over this i.e. we must accept the member's election and pay the tax charge in exchange for a debit to the members pension. The debit is applied when the member retires or leaves the Fund.

However, members who earn more than £200,000 ('threshold income') have to assess their tax liability to see if they are also affected by the additional tapered annual allowance – Lothian Pension do not carry out these calculations. The 'taper' reduces the Standard Annual Allowance to a minimum of £10,000.

There is discretion for administering authorities to pay some or all of an annual allowance charge on a member's behalf in circumstances where their pension savings are not in excess of the standard Annual Allowance but are in excess of the tapered Annual Allowance. This is known as 'Voluntary Scheme Pays'. Pensions Committee has previously agreed that 'Voluntary Scheme Pays' can be an option for members, on the condition that the member's employer agrees to this.

Use of the voluntary scheme pays option does present some risk to both the employer and the Fund. This is because the tax charge payable is paid in full by the Fund and a debit is applied to the member's pension. This means that the member's pension will be permanently reduced. The risk arises if the member dies before the tax charge paid is recouped - the debit would not be applied to any survivor's pension payable in the event of the member's death.

Under the current regime, given the scheme has no discretion over the mandatory scheme pays, for any member who is affected by the taper the maximum annual risk for an employer would be a member's additional tax charge of £13,800 based on someone in the 46% tax bracket.

For example, if a member has a pension input of £100,000 (and assuming they have no carry forward to offset this), they are over the standard annual allowance by £60,000 and this is the taxable amount. Say they were on a 46% tax rate they would have a tax charge of £27,600.

If they were subject to the Tapered Allowance, and their allowance has been reduced by the maximum to £10,000, their chargeable amount would be £90,000. The tax charge at 46% would be £41,400. As we would have to accept a mandatory scheme pays for the £27,600 charge, the amount relating to the taper is an additional £13,800 (£27,600 + £13,800 = £41,400).

If the election goes ahead, the scheme would pay the £41,400 and the members annual pension would have a debit applied. The debit amount is calculated based on factors by the Government Actuary's Department and depends on how far away the member is from State Pension Age. For example, for a member aged 50 whose normal pension age is 67, the current actuarial factor to be used would be 10.96.

Using the above example, the scheme debit would be $£41,400 / 10.96$ which is £3777.37. This would be deducted from the members annual pension amount when they retire. The reduced pension amount is payable for life. The member could decide however to settle the tax charge directly with HMRC and it would not affect their pension.

Next steps

If you agree to the 'Voluntary Scheme Pays' option to be allowed in respect of your members, please confirm this to us in writing.

The time limit for the Fund to pay the voluntary scheme pays charge is 31 January 2022. Therefore, we need you to reply by no later than **30 September 2021** to allow us confirm to carry out the required calculations and advise members. Your response should be on headed paper and signed by a Director/other authorised signatory. Your decision on voluntary scheme pays can be amended at any time and as an employer you can decide whether to apply this to some or all members affected. Please send your response to employer.pensions@edinburgh.gov.uk.

REPORT TO: East Lothian Council

MEETING DATE: 16 November 2021

BY: Executive Director for Council Resources

SUBJECT: Appointment of Leader and Depute Leader of the Council, and Appointments to Committees, etc., the East Lothian Licensing Board and Outside Bodies

12

1 PURPOSE

- 1.1 To appoint the Leader and Depute Leader of the Council and to seek approval of proposed changes to the Council's appointments to committees, sub-committees, associated committees, East Lothian Licensing Board, and outside bodies.

2 RECOMMENDATIONS

- 2.1 That Council approves the appointments set out below:
- the appointment of Councillor Hampshire as Leader of the Council
 - the appointment of Councillor Akhtar as Depute Leader of the Council
 - the following appointments to committees, sub-committees and associated committees:
 - Education Committee – Councillor O'Donnell
 - Petitions and Community Empowerment Review Committee – Councillor Hampshire (as Labour Group Leader)
 - Planning Committee – Councillor O'Donnell
 - Employee Appeals Sub-Committee – the new Leader of the Council
 - Joint Consultative Committee – Councillor Hampshire

- the renewal of the term of office of Councillor Gilbert on the East Lothian Integration Joint Board
- the appointment of Councillor O'Donnell (and two SNP councillors, should the SNP Group wish to fill their allocated positions) to the East Lothian Licensing Board (noting that all Licensing Board members are required to undertake compulsory training prior to taking their seat on the Board)
- the following nominations to represent the Council on outside bodies:
 - CoSLA Convention – the new Leader of the Council
 - CoSLA Leaders' Meeting – the new Leader of the Council
 - CoSLA Board: Environment and Economy – Councillor McMillan (replacing Councillor Hampshire)
 - East Lothian Investments Ltd – Councillor Hampshire (noting that this appointment requires the approval of the non-councillor directors on the Board)
 - East Lothian Land Ltd – Councillor Hampshire
 - Pennypit Community Development Trust – Councillor O'Donnell
 - Scotland Excel (named substitute) – Councillor Hampshire
 - SESTRAN – Councillor McMillan and Councillor Bruce (with Councillor Hampshire as named substitute)

2.2 That Council approves the allocation of special responsibility allowances resulting from the above-mentioned changes (as set out in Appendix 1), with immediate effect.

3 BACKGROUND

3.1 As a result of the death of Councillor Innes, the Council is required to appoint a new Leader of the Council. The Administration wishes to nominate Councillor Hampshire for this position. The Administration also wishes to appoint a Depute Leader of the Council, and Councillor Akhtar is being proposed for this role.

3.2 In addition, a number of Labour Group vacancies now exist on various committees, sub-committees and associated committees, and the Administration wishes to make appointments to these as follows:

- Education Committee – Councillor O'Donnell
- Petitions and Community Empowerment Review Committee – Councillor Hampshire (as Labour Group Leader)
- Planning Committee – Councillor O'Donnell

- Employee Appeals Sub-Committee – the new Leader of the Council
 - Joint Consultative Committee – Councillor Hampshire
- 3.3 Council is asked to note the changes to two of the Cabinet portfolios: Councillor Hampshire will be the Cabinet Spokesperson for Community Planning and Environment; and Economic Development and Tourism will become Economic Development and Transportation – Councillor McMillan will be the Cabinet spokesperson for this portfolio.
- 3.4 A Labour Group position also now exists on the Licensing Board. The councillor appointed to the Licensing Board will be required to undertake compulsory training and pass an examination before taking their seat on the Board. The Administration wishes to appoint Councillor O'Donnell to the Licensing Board. The SNP Group may also wish to appoint to their two vacant positions on the Licensing Board.
- 3.5 Councillor Gilbert's term of office on the East Lothian Integration Board requires to be renewed, in accordance with the IJB Scheme of Integration. This requires approval of both the Council and the IJB.
- 3.6 A number of changes to the Council's representation on outside bodies is also proposed, as set out below:
- CoSLA Convention – the new Leader of the Council
 - CoSLA Leaders' Meeting – the new Leader of the Council
 - CoSLA Board: Environment and Economy – Councillor McMillan
 - East Lothian Investments Ltd – Councillor Hampshire (noting that this appointment requires the approval of the non-councillor directors on the Board)
 - East Lothian Land Ltd – Councillor Hampshire
 - Pennypit Community Development Trust – Councillor O'Donnell
 - Scotland Excel (named substitute) – Councillor Hampshire
 - SESTRAN – Councillor McMillan and Councillor Bruce (the latter replacing Councillor Hoy, who has indicated that he wishes to relinquish his role on this body) (with Councillor Hampshire as named substitute)

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 proposed changes meet the requirements of the remuneration regulations in terms of the number of councillors receiving special responsibility allowances (as set out in the table attached at Appendix 1, which reflects the full-year figures – the timing of the appointments will alter the actual costs incurred during the current year).

There will be a cost associated with the training of the new Licensing Board member. This can be met within the existing budget.

- 6.2 Personnel – none

- 6.3 Other – none

7 BACKGROUND PAPERS

- 7.1 East Lothian Council Standing Orders

AUTHOR'S NAME	LeI Gillingwater
DESIGNATION	Team Manager – Democratic and Licensing
CONTACT INFO	lgillingwater@eastlothian.gov.uk x 7225
DATE	8 November 2021

Proposed Councillors' Salary Structure

APPENDIX 1

Post	Regulatory Structure			Proposed Salary	Complies with Regulations?
	Role under Regulations	Salary Fixed by Regulation	Maximum Salary Allowed		
Council Leader (Cabinet Spokesperson for Community Planning & Environment)	Leader of the Council	31,010		31,010	✓
Provost (Cabinet Spokesperson for Economic Development & Transportation)	Civic Head	23,257		23,257	✓
Depute Leader (Cabinet Spokesperson for Health & Social Care)	Senior Councillor		23,257	23,257	✓
Cabinet Spokesperson for Education & Children's Services	Senior Councillor		23,257	23,257	✓
Cabinet Spokesperson for Housing and Community Well-Being	Senior Councillor		23,257	23,257	✓
Depute Provost	Senior Councillor		23,257	23,257	✓
Opposition Leader	Senior Councillor		23,257	23,257	✓
Councillor	Councillor	18,604		18,604	✓
Councillor	Councillor	18,604		18,604	✓
Councillor	Councillor	18,604		18,604	✓
Councillor	Councillor	18,604		18,604	✓
Councillor	Councillor	18,604		18,604	✓
Councillor	Councillor	18,604		18,604	✓
Councillor	Councillor	18,604		18,604	✓
Councillor	Councillor	18,604		18,604	✓
Councillor	Councillor	18,604		18,604	✓
Councillor	Councillor	18,604		18,604	✓
Councillor	Councillor	18,604		18,604	✓
Councillor	Councillor	18,604		18,604	✓
Councillor	Councillor	18,604		18,604	✓
Councillor	Councillor	18,604		18,604	✓
Councillor	Councillor	18,604		18,604	✓
Councillor	Councillor	18,604		18,604	✓
		314,723	116,285	431,008	

Total expenditure on Senior Councillors

116,285

The number of Senior Councillors is 9 or less?

No Senior Councillor is paid more than 75% of Leader of Council?

The total salary cost for Senior Councillors is not more than the regulatory limit of £188,376

✓
✓
✓

MOTION TO EAST LoTHIAN COUNCIL
16 November 2021

Motion to Reinstate the £20 Universal Credit Uplift

East Lothian Council resolves that the Leader of the Council writes to the Chancellor, The Rt Hon. Rishi Sunak MP, and to the Prime Minister, The Rt Hon. Boris Johnson MP, calling for the reinstatement of the £20 increase to Universal Credit.

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Proposed by (name): Councillor Colin McGinn
Date: 12 October 2021

Seconded by (name): Councillor Andrew Forrest
Date: 14 October 2021

Received by (name of officer): Lel Gillingwater, Team Manager, Democratic and Licensing,
Date: 14 October 2021

MOTION TO EAST LOTHIAN COUNCIL

16 November 2021

GP and Primary Care Service for Wallyford Area

East Lothian Council resolves to ask the Leader of East Lothian Council to write to the Cabinet Secretary for Health and Social Care and the Chief Executive of NHS Lothian to seek a commitment to establish a new GP and primary care service in Wallyford to meet the healthcare needs of this rapidly growing community.

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Proposed by (name): Councillor Fiona Dugdale

Date: 14 October 2021

Seconded by (name): Councillor Colin McGinn

Date: 14 October 2021

Received by (name of officer): Jill Totney, Team Manager, Democratic and Licensing

Date: 14 October 2021

REPORT TO: East Lothian Council

MEETING DATE: 16 November 2021

BY: Executive Director for Council Resources

SUBJECT: Submissions to the Members' Library Service,
10 August to 11 October 2021

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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 10 August and 11 October 2021, 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 officers in conjunction with Councillors, or
 - (b) background papers linked to specific committee reports.
- 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 & Licensing
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DATE	11 October 2021

**MEMBERS' LIBRARY SERVICE RECORD FOR THE PERIOD
10 August – 11 October 2021**

Reference	Originator	Document Title	Access
87/21	Head of Corporate Support	New Licensing Regime for Activities Involving Animals	Public
88/21	Executive Director for Council Resources	Creation of a Project Manager – Purchase to Pay	Public
89/21	Executive Director for Council Resources	Creation of Assistant Area Officer Posts (x4) within Facilities Management Services	Public
90/21	Executive Director for Place	East Coast Main Line – May 2022 Consultation	Public
91/21	Head of Communities	Service Review – Customer Services Part 1	Private
92/21	Head of Infrastructure	Proposed New Business Units at Gateside, Haddington	Public
93/21	Head of Communities and Partnerships	Draft East Lothian Equality Plan 2021-2025	Public
94/21	Executive Director for Council Resources	Staffing Report for the Creation of a Temporary Project Manager and Lead Business Analyst within the Improvement Team	Public
95/21	Executive Director for Council Resources	Staffing Report for the Creation of a Workforce Development Officer within East Lothian Health & Social Care Partnership	Public
96/21	Head of Infrastructure	Building Warrants Issued Under Delegated Powers – July 2021	Public
97/21	Executive Director for Council Resources	Changes to Establishment – August 2021	Private
98/21	Executive Director for Place	Markle Level Crossing Closure and Provision of Alternative Road Alignment	Public
99/21	Head of Infrastructure	Sale of Garden Ground, Prestonpans	Private
100/21	Executive Director for Place	East Lothian Council COVID-19 Recovery and Renewal Framework Document, Version 1.9	Public
101/21	Executive Director for Council Resources	Staffing Report for the Creation of a Coordinator (Young Carers) within the Inclusion & Wellbeing Service, Education & Children's Services	Private
102/21	Executive Director for Council Resources	HR Establishment Changes for September 2021	Private
103/21	Head of Infrastructure	City of Edinburgh Low Emission Zone Consultation - Update	Public

11 October 2021

