



## NOTICE OF THE MEETING OF THE POLICY AND PERFORMANCE REVIEW COMMITTEE

THURSDAY 15 DECEMBER 2022, 10.00am  
VIA DIGITAL MEETING FACILITY

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### Agenda of Business

#### Apologies

#### Declarations of Interest

*Members should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.*

1. Minutes for Approval: PPRC, 8 September 2022 **(pages 1-4)**
2. Q2 2022/23 Performance Indicators – Report by the Executive Director for Place **(pages 5-18)**
3. Draft 2022-2027 'Top 50' Council Plan Indicators – Report by the Executive Director for Place **(pages 19-28)**
4. East Lothian and Midlothian Public Protections Committee Annual Report 2021-2022 – Report by the Chief Social Work Officer **(pages 29-68)**
5. Roads Asset Management – Annual Status and Options Report 2022 – Report by the Executive Director for Place **(pages 69-94)**
6. Energy Costs *(verbal update)*
7. Work Programme – Session 2022/2023 **(page 95)**

**Monica Patterson  
Chief Executive  
John Muir House  
Haddington**

**8 December 2022**

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[https://www.eastlothian.gov.uk/meetings/committee/99/policy\\_and\\_performance\\_review\\_committee](https://www.eastlothian.gov.uk/meetings/committee/99/policy_and_performance_review_committee)

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## MINUTES OF THE MEETING OF THE POLICY AND PERFORMANCE REVIEW COMMITTEE

THURSDAY 8 SEPTEMBER 2022  
VIA A DIGITAL MEETING FACILITY

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### **Committee Members Present:**

Councillor N Gilbert, Depute Convener  
Councillor R Bennet  
Councillor D Collins  
Councillor J Findlay  
Councillor L Menzies  
Councillor C Yorkston

### **Other Councillors Present:**

None

### **Council Officials Present:**

Ms L Brown, Executive Director for Education and Children's Services  
Ms S Fortune, Executive Director for Council Resources  
Mr D Proudfoot, Executive Director for Place  
Ms M Ferguson, Head of Corporate Support  
Mr T Reid, Head of Infrastructure  
Ms M Sullivan, Head of Development  
Ms W McGuire, Head of Housing  
Mr D Henderson, Acting Head of Finance  
Ms J Tait, Head of Children's Services  
Mr P Vestri, Service Manager – Policy, Improvement and Partnerships  
Mr G Stewart, Policy Officer

### **Clerk:**

Ms J Totney

### **Apologies:**

Councillor L Jardine, Convener  
Councillor S McIntosh

### **Declarations of Interest:**

Councillor Menzies declared an interest as a Board Member of enjoyleisure.

## **1. MINUTES FOR APPROVAL – PPRC, 9 JUNE 2022**

The minutes of the meeting of the Policy and Performance Review Committee of 9 June 2022 were approved.

## **2. Q1 2022/23 PERFORMANCE INDICATORS**

A report was submitted by the Executive Director for Place to provide Elected Members with information regarding the performance of Council services during Q1 2022/23 (April – June 2022).

Paolo Vestri, Service Manager – Improvement, Policy and Communications, introduced the report and stated that this was a standard quarterly report. He advised that almost all the indicators are in the report, along with a substantial amount of relevant comments from service areas and Service Managers. Mr Vestri referred to a recent briefing that had been held for Members and advised that following that event, the format of future reports would be revised to include graphs showing longer term trends for most, if not all, of the indicators. He informed the committee that the amended format would hopefully be in place for the next PPRC meeting. He reported that Internal Audit carry out an audit of a small sample of indicators every year to assess these in more detail and that the two indicators that had been selected this year were fly-tipping numbers and the average number of days to rehouse homeless persons from temporary accommodation. Mr Vestri advised that these audits had been completed and that the reports would be submitted to the next meeting of the Audit and Governance committee. He suggested that these reports could be brought to a future meeting of this committee, in order that Members could review the recommendations made by Internal Audit in relation to these two items. Mr Vestri then handed over to Gary Stewart, Policy Officer (Performance) to go present the report in more detail.

Mr Stewart provided an overview of the salient points in the report and the results of the key performance measures as detailed in the appendix to the report. In particular he commented on the fluctuation in the number of new homelessness cases in the last two years and provided relevant statistics; highlighted the key data in relation to fly-tipping; explained the position regarding attendance figures at enjoyleisure pools and sports facilities; and commented on the performance measures in relation to the processing times for new housing benefit claims, council tax and business rates collections, and tenant rent arrears.

Councillor Menzies enquired if additional investment and investigation into homelessness numbers is required to improve overall performance, particularly for cases which are complex and time consuming. Wendy McGuire, Head of Housing, explained some of the current challenges which include lack of affordable housing supply, potential requirements to adapt properties for vulnerable persons, high demand for one bedroom properties, the priority requirements of care-experienced young people, and the resources required to support the Ukraine crisis. She advised that the latter of these was directing resource away from the rapid rehousing transition plans; however, she was hopeful that the team would soon be in a position to refocus on this policy. Councillor Menzies further asked if it would be possible to obtain details of the number of people who are being housed outside the county, together with the associated costs, and asked when the cost of providing housing outwith the county outweighs the cost of East Lothian Council putting emergency funding in place, and borrowing funds to build additional houses. Ms McGuire advised that different options are being considered and that modelling work is currently being done in this regard, and undertook to provide the cost information in due course. Ms McGuire advised Members that the Council do not procure any properties outwith East Lothian and that a maximum of 10 clients have been housed outwith the county for a short period of time in the last financial quarter.

Responding to a question from Councillor Yorkston about the percentage target for rent arrears, the Acting Head of Finance, David Henderson, advised that while he did not have the target figure to hand, it has been highlighted that the figure has reduced from the previous level, and referenced the content of the Q1 Financial Review report that will be submitted to the meeting of Cabinet on 13 September 2022. Mr Vestri explained that it would not be possible to provide the rent arrears target as a percentage of the rent level as the arrears are cumulative over a number of years.

Replying to a question from Councillor Findlay regarding the restarting and reporting of food standards inspections, Douglas Proudfoot, Executive Director for Place, explained the significant role that Environmental Health had played at the front line during Covid and the impact this has had on resources. He therefore advised that he would take this matter off-line and revert to Members with a more detailed response in relation to when these indicators would be re-introduced.

Answering questions from Councillor Yorkston in relation to recycling and fly-tipping, Tom Reid, Head of Infrastructure, explained how the recycling target figures are calculated based on historic use and projected numbers; explained the huge benefits resulting from people using recycling centres, which include the segregation of materials and environmental benefits; and reported that the recycling sites continue to perform extremely well. In relation to fly-tipping, Mr Reid advised that there are known hot-spots and that these are being monitored in conjunction with amenity services, private landowners, the anti-social behaviour team, and Police Scotland. He outlined some of the infrastructure measures that have been implemented to deter fly-tipping and reported that the measures are effective as fly-tipping numbers have reduced. Mr Reid acknowledged that the recycling target could be modified upwards but indicated that there would be concerns if the sites then struggled to deal with the volumes of usage and vehicle congestion.

Councillor Menzies enquired about the percentage of community payback orders that are successfully completed. In the absence of a representative from the Health and Social Care Partnership, Judith Tait, Head of Children's Services, committed to take the question away and arrange for the relevant manager to respond.

Referring to the report recommendations, Councillor Menzies requested that homelessness be looked at in greater detail. In particular she asked that the report cover the cost of emergency accommodation; how much of that is classed as suitable accommodation; how long people are staying in emergency accommodation; and how many long term homelessness cases are being managed by East Lothian Council. Mr Proudfoot advised that the homelessness service are working within business continuity measures and are experiencing resourcing challenges. However, he suggested that in the first instance, given the complexity of the request, he and Ms McGuire discuss the emerging and changing situation, in conjunction with the PPRC Convener, to obtain a balance between the information required by Members and the work required by the homelessness team to produce this, with a view to including this in the work programme in a meaningful way in the future. Councillor Menzies advised that she was agreeable to this approach.

In relation to the usage of pools and sports facilities, Councillor Yorkston asked if these had been impacted by staffing issues and reduced opening hours. Mr Reid confirmed that there has been an impact and explained that enjoyleisure had experienced a number of issues during the Covid recovery period, including the chemical balance within pools, and recruitment and staff absence, which had resulted in some changes to operating hours. Responding to a follow up question from Councillor Gilbert, Mr Reid advised that the pandemic and resultant closures has been challenging for leisure trusts and explained that there is ongoing close and regular working between enjoyleisure and East Lothian Council, including East Lothian Council Finance colleagues, to scrutinise and overcome issues.

Overall, Mr Reid reported that enjoyleisure is in as good a position as could be hoped for in the current challenging climate.

**Decision**

The Committee agreed to note the report and use the information provided to consider whether any aspect of the Council's performance is in need of further analysis.

**3. WORK PROGRAMME – SESSION 2022/23**

A report was submitted by the Executive Director for Place outlining the committee's future work programme.

Mr Vestri explained that a work programme is presented to every meeting of the PPRC and, noting that the work programme is not very full at the moment, he commented that it is expected that Members will request further reports to be added. He advised the committee that Council has approved the Council Plan and that he is currently developing an action plan and indicators to monitor progress with the Council Plan. He explained that it is likely that there will be reporting on the top 50 Council Plan indicators and that these will be reported to Council with a report to the PPRC thereafter for further scrutiny.

In response to Councillor Gilbert, Depute Convener, PPRC members advised that they had no reports to add to the work programme at the present time, notwithstanding the earlier discussion about a homelessness report.

Councillor Gilbert asked if a report on energy costs could be added to the work programme specifically where policy, and potentially performance, are going to be affected by rising prices. Mr Proudfoot referred to the imminent announcements about interventions and support regarding energy costs and the need to understand the ramifications of these. He stated that it is not envisaged that the financial impacts will have any direct consequence on performance, and that there will continue to be good financial housekeeping in relation to the management of energy. Mr Proudfoot commented that, following future discussions, he anticipated seeing a number of proposals coming forward in terms of asset management and service delivery. He suggested that he give proper consideration, in conjunction with the Convener of PPRC, as to the need to add a report on the consequence of energy related impacts to the work programme at the present time. Councillor Gilbert advised that he would appreciate if Mr Proudfoot would have that conversation with Councillor Jardine, Convener of the Policy and Performance Review Committee.

**Decision**

The Committee agreed to note the work programme and the emerging reports that were under consideration as a result of today's meeting of the PPRC.

Signed .....

Councillor Neil Gilbert  
Depute Convener of the Policy and Performance Review Committee

**REPORT TO:** Policy and Performance Review Committee

**MEETING DATE:** 15 December 2022

**BY:** Executive Director for Place

**SUBJECT:** 2022/23 Q2 Performance Indicator Report

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## 1 PURPOSE

1.1 To provide elected members with information regarding the performance of Council services during Q2 2022/23 (July – Sept 2022).

## 2 RECOMMENDATIONS

2.1 Members are asked to note the report and otherwise use the information provided in this report to consider whether any aspect of the Council's performance is in need of further analysis.

## 3 BACKGROUND

3.1 The Council has an established set of Key Performance Indicators to help monitor progress towards the outcomes contained in the Council Plan and East Lothian Plan. The indicators are updated on a quarterly basis and the results are reported to the Policy & Performance Review Committee. Appendix 1 provides the results of the Key Performance Indicators for Q2 2022/23.

3.2 The following Q2 indicators may be of particular interest to members:

- **Homelessness** (CH01, CH02 & CH03) – The number of new cases has increased in Q2 from 154 to 203. Average number of days to re-housing from temporary accommodation has reduced from 480 (Q1) to 417 (Q2). This increase is due to several longer complex cases being rehoused. Homelessness assessments completed in under 28 days has increased slightly to 87% but is still above the target of 80%.
- **Recycling & Fly-tipping** (SCL-AS03 & T&WS11) – The number of vehicles accessing recycling centres are slightly lower in Q2, but above target at

135563. Fly-tipping incidents increased sharply in Q2 from 79 (Q1) to 122 (Q2).

- **Sports & Pools Attendance** (SCL\_SD01 & SCL\_SD02) – The number of attendances at indoor facilities has decreased from 113,440 in Q1 to 94385 in Q2. Indoor figures remain below pre-pandemic levels of attendance. Pool attendances have remained similar to the previous quarter at 108,648. Pools figures are now closer to target (110,000) and within pre-pandemic levels of attendance.
- **Housing Benefit Process Times** (BEN01 & BEN02) – Average time (days) to process new Housing Benefit claims has improved in Q2 from 30.7 to 25 Days. Processing times for changes in circumstances reduced to 8.37, although still remains outwith the target of 6 days.
- **Council Tax Collection / Business Rates** (Rev06 & Rev07) – Business Rates collection for Q2 is 41.4% against a target of 44.5%. A higher collection rate than the same quarter last year (30.38%). The current economic conditions continue to impact financially on local businesses and households. Retail, Hospitality & Leisure relief has only been awarded at a rate of 50% for the first three months of this year, therefore this will have had a detrimental effect compared to last year when the reduction was in place for the full year. Earlier issue of recovery notices should impact positively and encourage non-payers to get in touch for advice or support.

The Council Tax collection rate is above target at 55.12%. An increase of 424 new properties have been added to our property base in 2022/23 to a total of 51,508.

- **Tenant Rent Arrears** (Rev08) – Rent arrears has increased in Q2 to £1.204M compared to £0.937M in Q1. Rent arrears are within target and lower than the same quarter last year. We continue to promote the help available to support council tenants. There has been a 3-fold increase in the number of customers accessing financial support, many of whom are struggling to meet essential living costs. Cost of living increases have the potential to impact on all collections and debt recovery work.

## 4 POLICY IMPLICATIONS

- 4.1 Reporting performance helps the Council demonstrate that it is achieving Best Value in regard to 'Commitment and Leadership', 'Sound Governance at a strategic, financial and operational level' and 'Accountability'.
- 4.2 The scrutiny of performance by Elected Members is part of 'Commitment and Leadership'. The Best Value Guidance explains that the scrutiny of performance means 'That members are involved in setting the strategic direction for Best Value and there is a mechanism for internal scrutiny by members of performance and service outcomes.' Reporting the performance indicators for each service every quarter is intended to aid this process.



## 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 Appendix 1: 2022/23 Q2 Performance Indicators

<b>AUTHOR'S NAME</b>	Paolo Vestri / Gary Stewart
<b>DESIGNATION</b>	Service Manager / Policy Officer
<b>CONTACT INFO</b>	<a href="mailto:pvestri@eastlothian.gov.uk">pvestri@eastlothian.gov.uk</a> / <a href="mailto:gstewart1@eastlothian.gov.uk">gstewart1@eastlothian.gov.uk</a>
<b>DATE</b>	10/12/2022







# Appendix 1 - Council Plan Quarter Performance Report - Quarter 2

Dates

30/09/2022








## Key to Icons

### RAG status

-  Performance within target
-  Performance within tolerance levels
-  Performance outwith target / tolerance levels
-  Missing data
-  No target
-  No data or target

## Growing Our Communities

No slicers

Measure	Objective	Previous Year	Previous Qrt	Actual	Target	RAG	Trend	Comments
CH01 Number of new homelessness cases	Increase community and individual resilience	165	154	203	200			This figure is high compared with Q1 and previous quarters, however an increase in homeless presentations during winter 2022 is to be expected, given the current economic climate, associated cost of living increase and negative impact upon relationships
CH02 Average number of days to re-housing from temporary (homeless) to permanent accommodation	Increase community and individual resilience	398	480	417	300			This figure shows a decrease from the previous quarter, although remains high. Lengthy wait times are largely attributable to the rehousing of four longstanding cases awaiting 2apt and 5apt properties
CH03 % homelessness assessments completed in under 28 days	Increase community and individual resilience	86.0	86.0	87.0	80.0			Similar performance to previous quarter. Decision times are largely driven by the ability of external agencies to respond to requests for information quickly
EH01 % Food Hygiene high risk Inspections achieved	Increase community and individual resilience			100.0				

Measure	Objective	Previous Year	Previous Qrt	Actual	Target	RAG	Trend	Comments
EH02 % of Food Standards high risk Inspections achieved	Increase community and individual resilience	0.0	0.0	100.0	0.0	★	↕	
EH04 % Food Law Rating System high risk Inspections achieved	Increase community and individual resilience		100.0	100.0		!	➡	In the last quarter the service has been very heavily involved with the E. coli outbreak which has been associated with several East Lothian nurseries and also had to deal with a couple of Approved Premises (food manufacturers who produce POAO (Products of Animal Origin)) one of which is in the process of expanding their operation. The inspection regime restarted in August 2022 and we are currently completing announced inspections unless we have reason to go unannounced. The new Food Law Rating system is carrying on as is, and we are prioritising Food Manufacturers and High risk food premises in our inspection regime.
HSCP_CJ01 Percentage of Community Payback Orders successfully completed	Reduce crime and anti-social behaviour	62.0	71.0	82.4		!	↕	28 successful out of 34 completed in total
HSCP_CJ01b Number of Community Payback Orders	Reduce crime and anti-social behaviour	28	38	31				
RS01 Street lighting - repairs - average time in days	Better public transport and active travel	2.2	2.94	2.56	5	★	↕	Q2 Figure remains well within target and is an improvement on the previous quarter. The conversion programme to replace lamps with new LED units is now bringing down the number of faults reported on a regular basis.
RS02 Traffic lights - average time to repair failure (hours:mins)	Better public transport and active travel	13.31	45.31	4.04	48	★	↕	
SCL_AS01 Percentage of Other Waste Recycled	Increase waste recycling	100.0	100.0	100.0	90.0	★	➡	

Measure	Objective	Previous Year	Previous Qrt	Actual	Target	RAG	Trend	Comments
SCL_AS02 Percentage of Green Waste & Beach Waste Recycled	Increase waste recycling	100.0	100.0	100.0	100.0	★	➡	
SCL_AS03 Number of Flytipping incidences	Increase waste recycling	87	79	122	88	▲	✖	
T&WS11 Number of vehicles accessing recycling centres	Increase waste recycling	156497	137043	135563	125000	★	✖	Number of visits are slightly lower in Q2, but well above target

### Growing Our Economy

Measure	Objective	Previous Year	Previous Value	Actual	Target	RAG	Trend	Comments
DM11 Major developments: average number of weeks to decision	Support the growth of East Lothians economy	2.1	7.6	8.9		■	✖	
DM12 Local developments: average time in weeks	Support the growth of East Lothians economy	8.3	7.8	7.5		■	✔	
DM13 All Local developments: % determined within 2 months	Support the growth of East Lothians economy	79.8%	88.4%	93.9%		■	✔	
DM14 Householder developments: average time (weeks)	Support the growth of East Lothians economy	8.0	7.8	7.2		■	✔	
DM18 Approval Rates: Percentage of all applications granted in period	Support the growth of East Lothians economy	97.3%	96.8%	98.4%		■	✔	

Measure	Objective	Previous Year	Previous Value	Actual	Target	RAG	Trend	Comments
EDSI_B01 Number of Business Gateway-Start ups	Support the growth of East Lothians economy		21					
EDSI_B02 Percentage of Business Gateway-Start ups that are trading after 12 months	Support the growth of East Lothians economy		78%					
EDSI_B11 Number of jobs created by start ups assisted by Business Gateway	Reduce unemployment		24					
EDSI_ELW02 Percentage of the population claiming Out of Work Allowance (JSA / Universal Credit)	Reduce unemployment	3.5%	2.2%	2.2%		!	➡	1450 claimants in Q2 with the ELC rate of 2.2% under the Scottish rate of 3.1%. Claimant rate for 18 to 24 year olds is 3.5%
LPS01 % spend with contracted suppliers	Support the growth of East Lothians economy	87.0%	85.4%	84.2%	80.0%	★	✖	

### Growing Our People

Measure	Objective	Previous Yrs	Previous Value	Actual	Target	RAG	Trend	Comments
CS01 Average number of Placements for looked after children	Improve the life chances of the most vulnerable people in our society	1.8	1.7	1.8			✖	Placement stability is a key factor in positive outcomes for young people. The average number of placement moves continues to fall slightly. The rate is now returning to pre-Covid levels
CS02 Percentage of children on Child Protection Register for more than 6 Months	Improve the life chances of the most vulnerable people in our society	32%	23%	28%			✖	36 children on the child protection register, with 10 on the register for more than 6 months at the end of September 2022. Ongoing consequences of the impact of Covid meaning families are struggling with mental health, substance misuse and the effects of poverty.

Measure	Objective	Previous Yrs	Previous Value	Actual	Target	RAG	Trend	Comments
CS03 Percentage of children who are re-registered within a 12 month period	Improve the life chances of the most vulnerable people in our society	0.0	0.8	0.0		!	■	Sep 2022 Re-registrations within a 12 month period are rare and the performance in East Lothian is consistently encouraging. There are currently 36 children and young people on the Child Protection Register with no children having been re-registered in the previous 12 months. Our rate on the CPR is 1.8 compared with a national rate of 2.9. We are looking to change this indicator to re-registrations within 24 months in line with the child protection minimum dataset.
CS04 Rate per 1,000 children in Formal Kin Care	Improve the life chances of the most vulnerable people in our society	1.9	1.8	1.8		■	■	Formal Kinship care is when a child or young person is looked after by family or friends under a looked after statute negating the need for Foster Care or Residential Care. The total in formal kin care of 39 children/young people, continues to remain below the Scottish national average of 4.0. However we have a further 80 children and young people who we support under an informal kin care arrangement. Of those 80, there are 57 children and young people whose families have been supported to take on a residence order (section 11) to remove the need for statutory measures. If these children were combined with those in formal kin care the rate per 1,000 would be more in line with the Scottish average. We are investing more resources in kinship care in line with The Promise.

Measure	Objective	Previous Yrs	Previous Value	Actual	Target	RAG	Trend	Comments
CS05 Rate per 1,000 children in Foster Care	Improve the life chances of the most vulnerable people in our society	3.6	3.1	2.8		■	■	The number of children in foster care has reduced and stands at 62. However the challenge to recruit and retain sufficient foster carers is ongoing as the service is now reliant on 16 external foster placements which are significantly more expensive. There is a significant shortage of foster care placements nationally. The East Lothian rate is below the Scottish average of 5.3.
CS06 Rate per 1,000 children in Residential Care	Improve the life chances of the most vulnerable people in our society	1.4	1.8	1.8		■	■	There are 39 East Lothian young people in Residential Care. East Lothian has 12 places within two 6 bedded units. External placements are subject to regular review and scrutiny under the Prevent and Return project which is having a positive impact on the numbers and the life chances of young people. The enhanced tracking and monitoring of these young people is evidencing a slowdown in admissions to residential care however the large cohort of young people in continuing care and fostering recruitment difficulties means we have a lack of fostering resources to bring young people back from external residential placements at the levels we would like. The rate of 1.8 per 1,000 remains above the Scottish average of 1.5.

Measure	Objective	Previous Yrs	Previous Value	Actual	Target	RAG	Trend	Comments
CS07 Rate per 1,000 children on Home Supervision	Improve the life chances of the most vulnerable people in our society	2.9	2.6	2.2				2 There are 49 children/young people on a Home Supervision Order. Reviewing Officers continue to ensure plans are in place for these children at an early stage with a view to ensuring they are spending less time within the Children's Hearing system. During the early part of the pandemic the response was to extend home supervision orders for a period of 6 months. The Scottish Children's Reporters Association (SCRA) is continuing the process to resume hearings at pre COVID levels. The rate of 2.6 per 1,000 is well below the Scottish average of 3.7.
HSCP AS01b Percentage of people aged 65+ with long term care needs receiving personal care at home	Reduce hospital admissions and delayed discharge of older people	58.2	57.5	56.3		!	✖	
HSCP_01 Number of delayed discharge patients waiting over 2 weeks	Reduce hospital admissions and delayed discharge of older people	2	3	0	0	★	✔	
SCL_SD01 Number of attendances at indoor sports and leisure facilities	Tackle obesity in children	74832	113440	94385	130000	▲	✖	Q2 saw a reduction in number of attendances to indoor sports facilities. Attendances are down from 113440 in Q1 to 94385 and below quarter target of 130000.
SCL_SD02 Number of attendances at pools	Tackle obesity in children	78731	108436	108648	110000	●	✔	Very little change in attendances at pools in Q2 and remain just under target.

Growing the Capacity of the Council



Measure	Object Name	Previous Year	Previous Value	Actual	Target	RAG	Trend	Comments
BEN01 Average time in days to process new claims in housing benefit	Provide efficient services	39.04	30.76	25.05	26.00	★	📈	Qtr 2 has seen an improvement in performance. The team continue to deal with a high volume of applications for SWF Crisis and Community Care Grants but the number of applications for Self Isolation Support Grants has reduced significantly. As a result more staff have been available to work on Housing Benefit. Quarter performance is within target. YtD is 28.5 days and outwith the target of 26 days
BEN02 Average number of days to process a change of circumstances (Housing Benefit)	Provide efficient services	15.72	8.72	8.37	6.00	●	📈	Quarter performance and YtD is slightly outwith target
CF001 Percentage of invoices paid on time	Provide efficient services	84.2	83.3	82.3	90.0	●	📉	
EBS01 Percentage of first reports (for building warrants and amendments) issued within 20 days	Provide efficient services	88.7	95.2	92.0	95.0	●	📉	The indicator covers time taken to get reports out within 20 working days of receiving an application. There is no differing timescale for differing warrant they are all set at the baseline 20 days.
EBS02 % of building warrants issued within 10 days from receipt of all satisfactory information	Provide efficient services	92.08	90.43	89.40	90.00	●	📉	This measure starts from the date of the last piece of information received in relation to an application, then checking it and on being satisfied issuing the warrant. The end point of the time period being the date we issue. The target timeframe is within 10 working days for all applications.
REV06 Business Rates in-year collection	Provide efficient services	30.4	15.5	41.4	44.6	●	📈	We are short of the collection target at end September with 41.39% of current year Business Rates collected, against a target of 44.55%. Collection at end September last year was 30.38% therefore although below target, this is still a significant increase this year compared to last. For

Measure	Object Name	Previous Year	Previous Value	Actual	Target	RAG	Trend	Comments
								<p>information, the pre-Covid collection position at end September 2019 was 56.13%, but there is no expectation that we would achieve this given the enormity of the financial challenges faced by so many at this time. A number of factors are impacting on our collection performance this year, for example:</p> <ul style="list-style-type: none"> <li>- Retail, Hospitality &amp; Leisure relief has only been awarded at a rate of 50% for the first three months of this year, therefore this will have had a detrimental effect compared to last year when the reduction was in place for the full year.</li> <li>- A review of empty property reliefs has now been completed, however we are seeing a reduced volume and value of awards as any non-responses have resulted in this relief being removed from 1 April 2022.</li> <li>- On a positive note, the earlier issue of reminders and final notices will impact positively on our collection rate. Also, as the 2022/23 payments for Council Rates' liabilities have now been allocated to accounts, then this will be included in our end of October figures, so we will see this positive impact next month.</li> </ul> <p>It is difficult to predict how the winter months will play out this year and what detrimental impact we will see to local business and collection rates during such turbulent and challenging times, however our teams are providing advice and support wherever possible and signposting business owners to Economic Development where required.</p>

Measure	Object Name	Previous Year	Previous Value	Actual	Target	RAG	Trend	Comments
REV07 Council Tax in-year collection	Provide efficient services	54.0	29.8	55.1	53.6	★	📈	Collection remains strong with 55.12% of Council Tax and Water & Sewerage collected at end September 2022, against a target of 54.02%. Our property base increased from 51,084 at end 2021/22 to 51,508 at end September 2022 – an increase of 424 properties. By way of comparison, during the same period last year we saw an increase of 540. Our Planning colleagues have predicted circa 1,000 properties for the full financial year, so this appears to be on track with what we are seeing at the midway point in the year. As we head into the winter months, cost of living pressures heighten and it is well publicised nationally that many more households are now struggling to meet day to day living costs. This will undoubtedly create additional challenges for our collections teams in the months ahead, but we will continue to do what we can to protect our own income streams whilst balancing the pressures faced by so many at this time.

Measure	Object Name	Previous Year	Previous Value	Actual	Target	RAG	Trend	Comments
REV08 Value of current tenants rent arrears	Provide efficient services	1,333,792.6	937,042.0	1,204,385.1	1,287,558.2	★	✂	We have seen rent arrears levels increase more considerably during Q2, which isn't an unexpected trend as the summer period and school holidays generally present challenges, and also the rent free fortnight helps to reduce overall arrears levels in Q1, so not a like-for-like comparison between the quarters. However, in saying that, the level of increases we have seen in Q2 this year, are higher than we reported in 2021/22. This again isn't unexpected given the financial challenges so many households are now facing. We know that our Financial Inclusion colleagues are reporting a 3-fold increase in the number of customers accessing financial support, many of whom are struggling to meet essential living costs, so this does present additional challenges for our collections teams. The balanced approach to maximising Council rental income whilst supporting tenants through periods of financial stress and indeed crisis, is well embedded with the team and this will remain a key feature of service delivery during these challenging times.

**REPORT TO:** Policy and Performance Review Committee  
**MEETING DATE:** 15 December 2022  
**BY:** Executive Director for Place  
**SUBJECT:** Draft 2022 – 2027 ‘Top 50’ Council Plan Indicators

3

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## 1 PURPOSE

- 1.1 To present the draft 2022 – 2027 ‘Top 50’ Council Plan Indicators to PPR Committee for consideration before going to Council for approval.

## 2 RECOMMENDATIONS

- 2.1 PPR Committee is asked to:
- 2.2 Comment on, and otherwise, approve the draft 2022-2027 ‘Top 50’ Council Plan Indicators (Appendix 2) be sent to Council for final approval.

## 3 BACKGROUND

- 3.1 The 25<sup>th</sup> October Council meeting unanimously approved the 2022-2027 Council Plan Action Plan and agreed that a new set of ‘Top 50’ Council Plan Indicators to track high level progress with implementing the Plan should be considered by PPR Committee before coming to Council for final approval
- 3.2 Officers have reviewed the 2017-2022 Council Plan indicators, removed those which are no longer relevant (see Appendix 1) and added new indicators which are more relevant to the 2022-2027 Council Plan’s objectives and outcomes.
- 3.3 The Indicators are based around six of the Council Plan objectives.
-  **Reduce poverty and Inequality** – supporting our communities to deal with the growing levels of poverty and inequality
  -  **Respond to the Climate Emergency** – meeting our net zero climate change targets
  -  **Grow our Economy** – increase sustainable and inclusive growth as the basis for a more prosperous East Lothian

- ✚ **Grow our People** – give our children the best start in life and protect vulnerable and older people
- ✚ **Grow our Communities** – give people a real say in the decisions that matter most and provide communities with the services, infrastructure and environment that will allow them to flourish
- ✚ **Grow our Capacity** – deliver excellent services as effectively and efficiently as possible within our limited resources

3.4 No specific indicators have been set against the seventh objective **Recovery and Renewal** since all of the indicators contribute to assessing progress in meeting the Recovery and Renewal objective

3.5 Appendix 2 provides Committee with a draft of the proposed new set of Council Plan Indicators. Several of the old Top 50 indicators are being dropped and there are sixteen new indicators, which means that this draft has 55 indicators rather than 50. A small number of the proposed indicators are still to be finalised. The indicators under the Growing our Economy objective will be reviewed to take account of the new Economic Development Strategy which is being developed. Baseline data for 2021/22 and targets for existing indicators is provided where available.

3.6 If PPR Committee approves the draft 'Top 50' indicators, further work will be carried out to complete the indicators, provide baselines for 2021/22 and targets for 2027 before the final 'Top 50' indicator set is presented to Council for approval.

## 4 POLICY IMPLICATIONS

4.1 This report has no policy implications.

## 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 – no direct financial implications associated with this report.

6.2 Personnel – no direct implications on staffing associated with this report.

6.3 Other – none.

## 7 BACKGROUND PAPERS

7.1 Appendix 1: DRAFT 2022-27 Top 50 Council Plan indicators

7.2 2022-27 Council Plan Action Plan report approved by Council, 25<sup>th</sup> October 2022

<b>AUTHOR'S NAME</b>	Paolo Vestri
<b>DESIGNATION</b>	Service Manager Policy, Improvement & Partnerships
<b>CONTACT INFO</b>	<a href="mailto:pvestri@eastlothian.gov.uk">pvestri@eastlothian.gov.uk</a>
<b>DATE</b>	2 <sup>nd</sup> December 2022

## **Appendix 1: 2017-2022 Top 50 Council Plan Indicators to be Replaced**

- % of pupils from deprived areas gaining 5+ awards at level 5
- % of school leavers attaining literacy and numeracy at SCQF Level 5 or above
- % of school leavers attaining 3 or more SCQF at Level six
- School exclusion rate per 1,000 pupils – Secondary and Primary
- % of Looked After Children who feel settled where they live (8-17yr olds)
- % of eligible 3 & 4 yr olds accessing 600 hours of early learning and childcare (1140 hours from 2020)
- % of primary school pupils benefitting from at least 2 hours per week of physical education and % of secondary school pupils (S1 to S4) benefitting from two periods of P. E. per week
- % of under 65 with long-term care needs receiving personal care at home
- % of 65+ with long-term care needs receiving personal care at home
- % of all under 65 non-residential service users receiving care under SDS Options 1, 2 and 3
- % of all 65+ non-residential service users receiving care under SDS Options 1, 2 and 3
- Number of care at home clients with Community Alarm, telecare or stand alone telecare devices
- % of citizens who ‘Strongly Agree and ‘Tend to Agree’ that My Council does the best it can with the money available (excluding Don’t Knows)



## APPENDIX 2: DRAFT 2022-27 'Top 50' Council Plan Indicators

All indicators contribute to assessing progress in meeting the Recovery and Renewal objective

New Ref	Old Ref	Indicator	Comment	Baseline 2021/22	Existing target
<b>Reduce Poverty and Inequalities</b>					
1	29	% of children living in households with less than 60% of median net household income after housing costs National targets – less than 18% by 2023; less than 10% by 2030		18.9% (2021) 2022 not available until July 2023	16% (2023)
2	28	% of children in families with limited resources 'living in a household whose income is less than 70% of median net household income and experiences material deprivation'	To be replaced with another poverty indicator as this one is not available at council level		
3	2	Claimants in receipt of out of work benefits (% of pop aged 16-64)		2.1% (Jul 22) (S. av – 3.0%)	0.5% below S. average
<b>Respond to Climate Emergency</b>					
4	39	East Lothian Council's corporate annual carbon emissions (tonnes CO2e) reported to Scottish Government through the annual Public Bodies Climate Change Duties Report	Mitigation: contribute to delivery of Scotland's national net zero target	13,723 (2021) 2022 available November	
5	New	East Lothian Council's score in Adaptation Scotland's Capability Framework	Adaptation: help deliver Scotland's climate change adaptation programme	tbc	
6	New	Number FTE staff undertaking the Carbon Literacy Training programme and being certified as Carbon Literate	Sustainable development as a core value	tbc	
<b>Growing our Economy</b> (These indicators taken from the current Economic Development Strategy will be revised after completion of the revised Economic Development strategy)					

7	1	Job density – proportion of people of working age (16-64) in employment in East Lothian	Could include part-time work indicator	2021/22 figure not available	0.60
8	3	Number of businesses accessing (assisted by) support services; including Business Gateway & East Lothian Works		2021/22 figure not available	400
9	4	Number of people participating in EL Works operated or funded employability programmes	Could be replaced by an indicator around East Lothian's workforce training needs	467	450
10	5	% of people that have participated in Council operated/ funded employability programmes who have progressed into employment		43.0%	20%
11	16	% participation rate for 16-19yr olds		94% (2020/21)	95%
12	6	Business base – number of businesses		3,800 (2020/21)	3,300
13	7	Business Gateway start-ups per 10,000 pop		5.75 (2020/21)	tbc
14	8	% of procurement spent on local small/ medium enterprises		21% (2020/21)	22%
15	9	Town Centre vacancy rate		8.8% (2020/21)	5%
16	10	Land supply immediately available for business growth (sqmt) as identified in LDP		103,000	155,000
17	11	% of East Lothian properties with Superfast Broadband (30Mbps - National target)		93.3% (2020/21)	100%
<b>Growing our People – Close the poverty related attainment gap</b>					

<b>18</b>	New	To close the poverty related attainment gap between quintiles 1 and 5 for children in primary 1, 4 and 7 combined in literacy	Closer fit with reducing the poverty related attainment gap than previous indicator	29.6 (2021) 2022 published December 22	27.6
<b>19</b>	New	To close the poverty related attainment gap between quintiles 1 and 5 for children in primary 1, 4 and 7 combined in numeracy	As above	26.2 (2021) 2022 published December 22	24.2
<b>20</b>	New	To close the poverty related attainment gap between quintiles 1 and 5 in the number of school leavers attaining one more pass at SCQF level 5	As above	27.1 (2021) 2022 published February 23	19.1
<b>21</b>	New	To close the poverty related attainment gap between quintiles 1 and 5 in the number of school leavers attaining one more pass at SCQF level 6	As above	44.1 (2021) 2022 published February 23	36.1
<b>22</b>	New	To close the poverty related attainment gap between quintiles 1 and 5 in overall school attendance	As above	6.4	5
<b>23</b>	New	An indicator on Early learning and Childcare – possibly a measure of early development / readiness for learning	To be developed/agreed	tbc	
<b>Growing our People – improve the life chances of children</b>					
<b>24</b>	<b>17</b>	The % of young people receiving After Care, for whom a destination is known, who are in a positive destination (i.e. Employment, Training or Education)		52%	53%
<b>25</b>	<b>New</b>	Percentage of Child Protection registrations in 24 month period		tbc	
<b>26</b>	<b>New</b>	Looked after children with more than 2 placement moves in a year		tbc	
<b>27</b>	<b>New</b>	Number of young people receiving continuing care		tbc	

<b>28</b>	<b>24</b>	% of children in Primary 1 who are overweight or obese using epidemiological ('at risk') and clinical ('critical') measurements	May be replaced with another indicator relating to healthy child weight	tbc	
<b>29</b>	<b>New</b>	Indicator relating to Children and young people's mental health	Possibly referrals to CAMHS and / or waiting list for assessment	tbc	
<b>Growing our People – adults and older people</b>					
<b>30</b>	<b>26</b>	Number of days people aged 75+ spend in hospital when they are ready to be discharged		1,594	
<b>31</b>	<b>19 &amp; 21</b>	% of people with long term care needs receiving personal care at home (total / under 65s / over 65s)	Combined previous age group indicators as one indicator with % for total/ under / over 65s		
<b>32</b>	<b>20 &amp; 22</b>	% of non-residential service users receiving care under SDS Options 1 and 2 (total / under 65s / over 65s)	Combined previous age group indicators and removed 'Option 3' – Options 1 & 2 represent more degree of choice		
<b>33</b>	<b>New</b>	% of carers receiving respite via a Carers Support Plan	Under development		
<b>34</b>	<b>27</b>	Emergency / unplanned hospital admissions (all 18+ / over 60s)	Amended previous indicator with data for 60+ age group		
<b>35</b>	<b>New</b>	Fall rates per 1,000 population aged 65+	Quarterly Indicator		
<b>36</b>	<b>New</b>	Proportion of last 6 months of life spent at home or in a community setting	Quarterly Indicator		
<b>37</b>	<b>New</b>	% of adults able to look after their health very well or quite well	National Indicator from Health and Care		

			Experience annual Survey		
<b>Growing our Communities</b>					
<b>38</b>	<b>30</b>	% of citizens who 'Strongly Agree' / 'Tend to Agree' My Council is good at listening to people's views before it makes decisions (excluding Don't Knows)	Taken from Residents Survey	13% (Dec 2021)	50%
<b>39</b>	<b>31</b>	% of citizens who say their neighbourhood is a 'Very Good' / 'Good' place to live	Taken from Residents Survey	94% {VG: 51% G: 43%} (Dec 2021)	Maintain level
<b>40</b>	<b>32</b>	Proportion of Community Councils with local Community Resilience Plans	Alternative community resilience measure may come from CLD Strategy	<b>40%</b>	<b>75%</b>
<b>41</b>	<b>33</b>	% of citizens who 'Strongly Agree' and 'Tend to Agree' they can rely on a friend/ neighbour to help	Alternative community resilience measure may come from CLD Strategy	Not asked in 2021 residents survey	
<b>42</b>	<b>34</b>	Number of affordable house completions and Open Market Acquisitions		126	945 (2019-2023)
<b>43</b>	<b>35</b>	Average number of days taken to re-let properties		66.2	
<b>44</b>	<b>36</b>	Average time taken to complete non-emergency repairs		9.2days	
<b>45</b>	<b>37</b>	Number of bus service routes and timetabled journeys		38 routes	Maintain number of routes and journeys
<b>46</b>	<b>38</b>	% of total household waste that is recycled (national targets)		53.9%	70% (2025) Target under review
<b>47</b>	<b>40</b>	% of citizens who feel 'Very Safe' and 'Fairly Safe' walking alone in their local area after dark	Question not asked in 2021 residents survey	92% (2019)	Maintain levels

48	41	Number of anti-social behaviour complaints reported to Police Scotland and the Council	Alternative measure may come from new Anti-Social Behaviour Strategy	7,188	
<b>Growing our Capacity</b>					
49	42	Proportion of non-Direct Debit payments, including school payments, undertaken online (at 31 <sup>st</sup> March)		72.0%	To be determined
50	43	Number of on-line form transactions completed on Council website/ Customer Portal	How this is measured is under review to take account of use of online customer portal	32,751	To be determined
51	45	% of employees agreeing that the Council is a great place of work	Taken from annual Employee Survey	85.9% (Oct 2021)	80%
52	46	Staff absence - Days lost due to sickness absence (FTE)		8.1	9.5
53	47	% of income due from Council Tax received by the end of the year		97.7%	97%
54	48	Gross rent arrears ( <i>all tenants</i> ) as at 31 March each year as a percentage of rent due for the reporting year		4.9%	9%
55	50	Budget out-turn within 1% of budget	Alternative indicator to be considered due to volatility and uncertainty of council budget due to current inflationary and other pressures	-2.3%	1%



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## **East Lothian and Midlothian Public Protection Committee Annual Report (April 2021 – March 2022)**

### **Introduction by the Chair**

I am pleased to present the East Lothian and Midlothian Public Protection Committee's (EMPPC) eighth annual report, which seeks to outline key achievements and areas for improvement in the year ahead. Established in 2014 the EMPPC operates within the context of Public Protection national policy and legislation.

The past year continued to pose significant operational pressures across services, as a result of the ongoing impact of COVID on staffing levels, and the resource requirements for developing approaches to respond to the Ukrainian Crisis. This was alongside increased activity in relation to Violence against Women and Girls and increased referrals for adults at risk of harm. Notwithstanding this, operational and strategic staff worked hard to ensure that the highest risk aspects of our public protection responsibilities were prioritised and there was a continued commitment to partnership working to ensure the safety of children and adults at risk of harm and abuse.

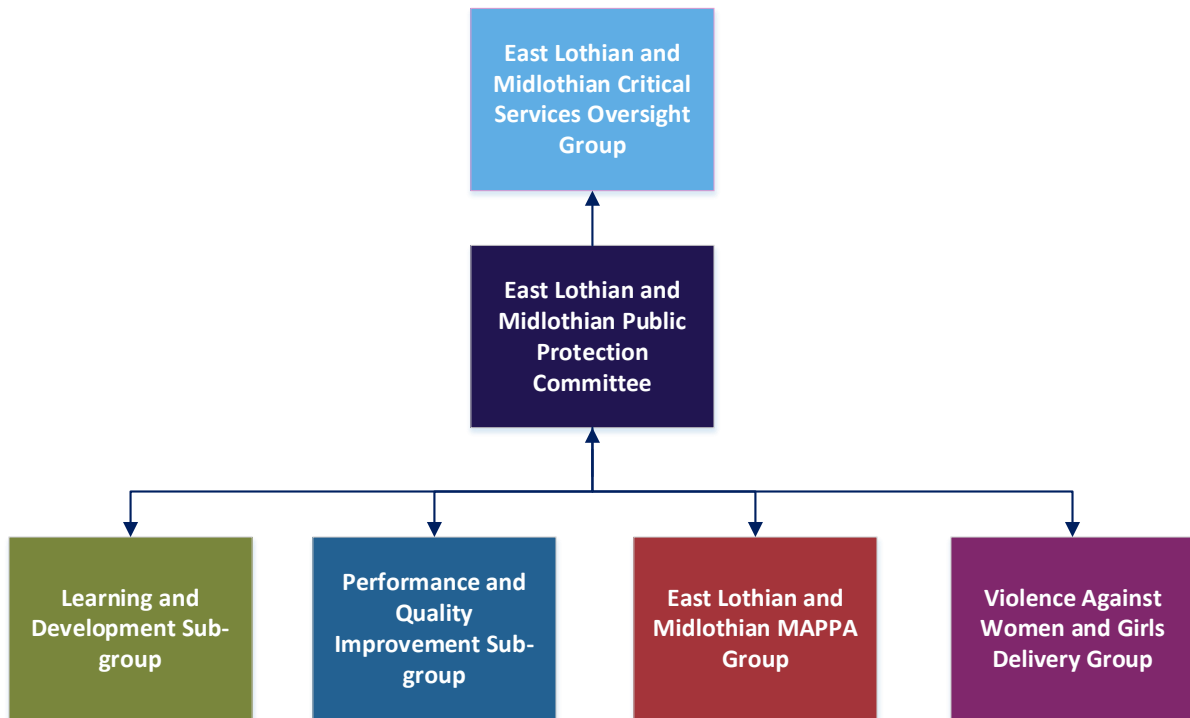
Despite the operational pressures, children and adults at risk of harm and abuse continued to have their needs assessed and supported on a face-to-face basis.

As a Public Protection Committee, we continued to meet on a virtual basis for all the quarterly meetings of our Committee and its associated Sub-groups.

I would like to thank partners for their support, resources, and continued commitment to the EMPPC and associated subgroups in working together to improve public protection services.

Anne Neilson,  
Chair, East Lothian and Midlothian Public Protection Committee

## Strategic Structure for Public Protection in East Lothian and Midlothian



Through the **Critical Services Oversight Group (CSOG)**, the Chief Officers of our core partners provide strategic leadership, scrutiny, governance and direction to EMPPC. CSOG is co-chaired by Monica Patterson, Chief Executive of East Lothian Council and Grace Vickers, Chief Executive of Midlothian Council.

The **East Lothian and Midlothian Public Protection Committee (EMPPC)** is the local strategic partnership responsible for the overview of policy and practice in relation to ASP, Child Protection, MAPPAs and Violence Against Women and Girls. The primary aim of the Committee is to provide leadership and strategic oversight of Public Protection activity and performance across East Lothian and Midlothian. It discharges its functions through four sub-groups. The Chair is Anne Neilson, Director of Public Protection, NHS Lothian.

The **Learning and Practice Development Sub-group (L&PD)** oversees the development and delivery of the Learning and Development strategy, and our multi-agency training programme. Our Chair for the year was Trish Carlyle, Group Service Manager, East Lothian Health and Social Care Partnership.

The **East Lothian and Midlothian MAPPAs Group (EMMG)** ensures that the statutory responsibilities placed on local partner agencies for the assessment and



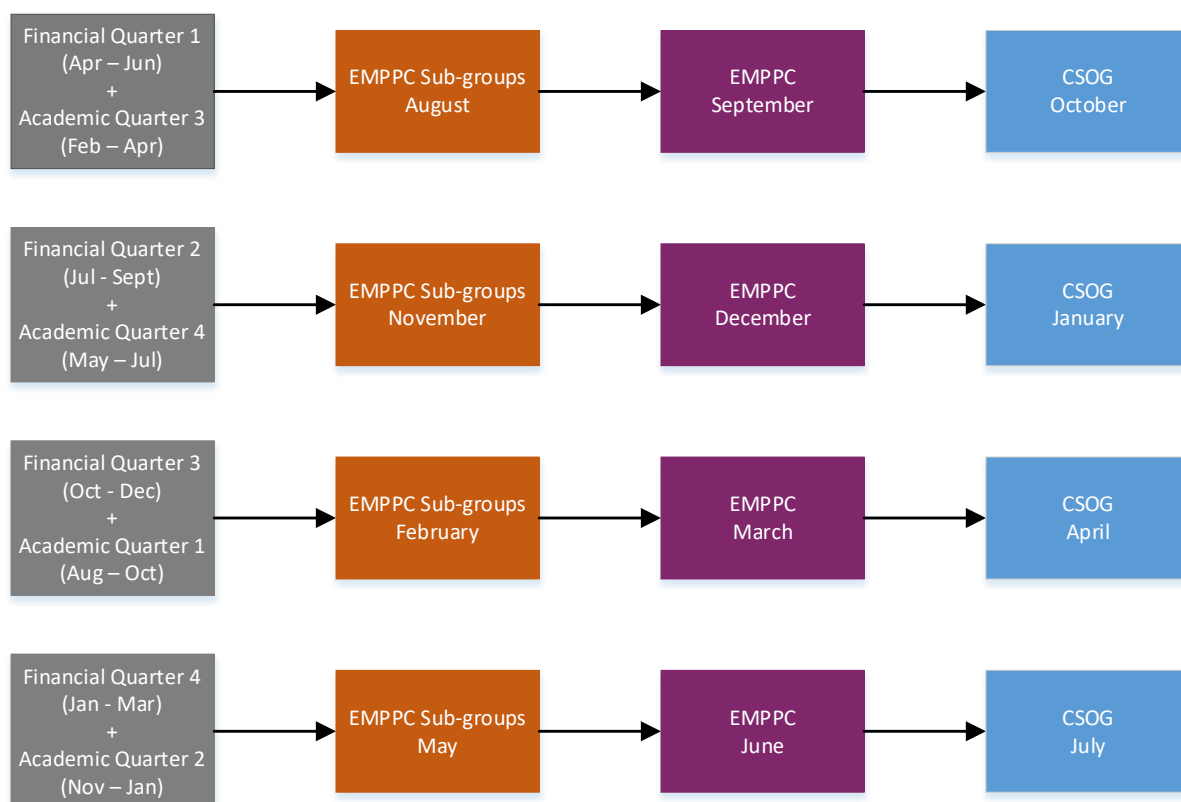
management of risk posed by offenders subject to MAPPA are discharged effectively. The Chair is Judith Tait, Chief Social Work Officer/ Chief Operating Officer, Children's Services, East Lothian Council.

The **Performance and Quality Improvement Sub-group (P&QI)** is responsible for the oversight and governance of the performance framework and improvement plan. The Chair is Joan Tranent, Chief Social Work Officer/Chief Operating Officer Children's Services, Communities and Partnerships, Midlothian Council.

The **Violence Against Women and Girls Delivery Group (VAWG)** works to support the delivery of Equally Safe: Scotland’s strategy for preventing and eradicating violence against women and girls in line with the local context and priorities. The Chair is Keith Mackay, Detective Chief Inspector, J Division, Police Scotland.

## Reporting Cycle of EMPPC

Our Committee runs based on quarterly cycles, as shown in the attached diagram, and the reporting therefore covers the quarters detailed below.



The reporting of data and performance follows the academic quarters for Child Protection. We introduced the use of the national dataset of performance indicators (supported by

CELCIS) in Academic Quarter 2, 2020 – 21. At the time we recognised a potential challenge in considering a mix between financial and academic quarterly reporting, noting that the timeframe between the Academic-end quarter and reporting to EMPPC is almost five months. We introduced a Child Protection Minimum Dataset Sub-group to support more detailed consideration and early scrutiny of the data. This meets prior to the Performance and Quality Improvement (P&QI) Sub-group and worked well during the year.

The reporting of all our other data (ASP, Violence Against Women and Girls, Drug and Alcohol, MAPPA and Learning and Development) follows financial quarters. In the year, we introduced a new reporting format, laying out our data in graphs and charts for easier reading. For ASP data, we introduced a pre-meeting to support the development of the reporting to our P&QI Sub-group, and are taking forward a similar pre-meeting for VAWG data reporting. All our data reports are reviewed and considered by our P&QI Sub-group, and thereafter to EMPPC. Our EMPPC members have welcomed the new format.

## East Lothian and Midlothian Public Protection Office

The East Lothian and Midlothian Public Protection Office (EMPPPO) supports the delivery of the operational and strategic objectives and priorities of the EMPPC and its Sub-groups. The EMPPPO is jointly funded by East Lothian and Midlothian Councils, Police Scotland and NHS (Health and Social Care Partnerships in East Lothian and Midlothian). Its operational base is the Brunton Hall, Musselburgh.

Staff include Senior Business Support Administrator, Business Support Assistant (0.5), Lead Officer for ASP, Lead Officer for Child Protection, Violence Against Women and Girls Co-ordinator, Marac Co-ordinator and Public Protection Manager. The staff within the office are responsible for:

- Working with multi agency partners to promote effective inter-agency policy and practice, by providing consultation, advice and guidance;
- Supporting the implementation of national policies, and developing local procedures and guidance;
- Maintaining an independent overview of inter-agency activity in ASP, Child Protection and Violence Against Women and Girls;
- The co-ordination, delivery and evaluation of multi-agency training, learning and development in the different areas of Public Protection;
- Supporting the collation and review of data and performance information and contributing to the identification and development of improvement actions;
- Co-ordinating the scheduling of meetings of the EMPPC and associated groups, and providing secretariat services to support their smooth functioning;
- Developing and delivering key communications and messages about Public Protection;
- Supporting and co-ordinating the process of carrying out learning reviews and ensuring learning is embedded into practice and policy;

- The operational delivery of the Domestic Abuse Service through the co-location of Domestic Abuse Staff employed by Women’s Aid; and
- The operational delivery of Marac.

The EMPPO saw some staffing changes over the reporting period, with a new Lead Officer for ASP joining in March 2021, and a new Lead Officer for Child Protection joining in June 2021 (after a six month vacancy in the post). The Marac Co-ordinator took a period of absence from the post in September 2021, which was filled on a temporary basis the following month. The Domestic Abuse Service staffing complement was increased to three posts with the provision of the new Scottish Government Delivering Equally Safe Funding from October 2021, but we were unable to recruit to this and the other two posts when they became vacant in the latter part of the year. Discussions commenced in the reporting period about the options for a different delivery model for the Domestic Abuse Service, which continued into the year commencing April 2022.

## Adult Support and Protection (ASP)

### Data and performance information

The data reported here is a combination of the annual reporting to the Scottish Government and EMPPC's local performance indicators.

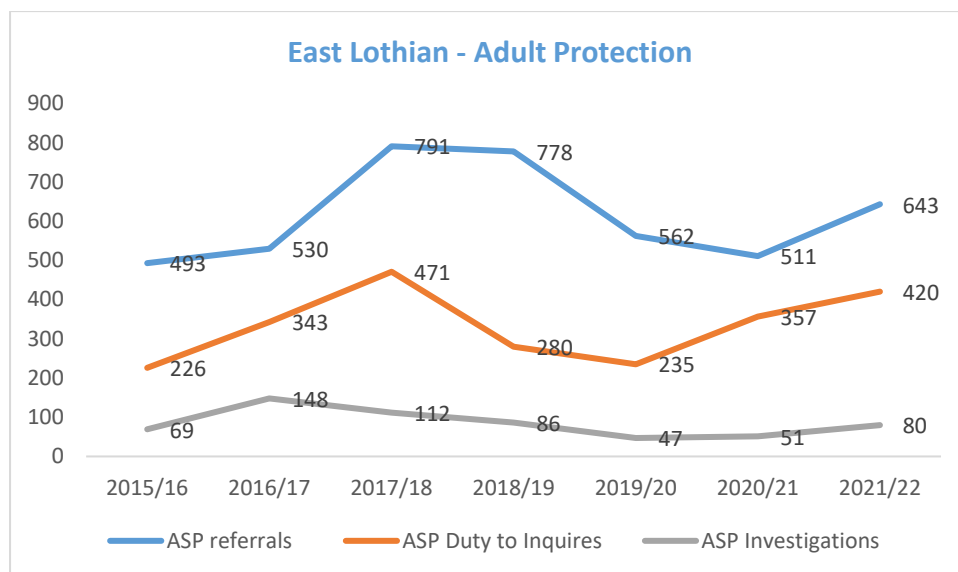
The Adult Support and Protection (Scotland) Act 2007 requires the Council to make inquiries into an adult's wellbeing and financial affairs if it believes the adult might be an adult at risk and they might require measures of protection. The Act requires other agencies to assist the Council with such inquiries. In both areas, a specially trained social worker called a Council Officer participates in a duty rota to undertake referral screening and the Duty to Inquire (DTI). As part of an inquiry, the Council Officer may decide that further investigation is required on a single or multi-agency basis. The purpose of an Investigation by the Council is to establish if the adult at risk is suffering harm and to establish what supports and measures can be used to protect the adult from further harm.

An Inter-agency Referral Discussion (IRD) may be initiated by any of the statutory agencies in line with the local Adult Support and Protection Procedures. This is a vital stage in the process of joint information sharing, assessment and decision making about adults at risk of harm. The core agencies involved in IRD are Social Work, Police and Health. In each area, we operate an IRD Oversight Group, consisting of the core agencies who undertake IRDs (Police, NHS and Social Work) and chaired by the ASP Lead Officer. The Group meets every four weeks to review all IRDs that have taken place during the period, or remain open, authorise closure of the IRD and undertake quality assurance activity.

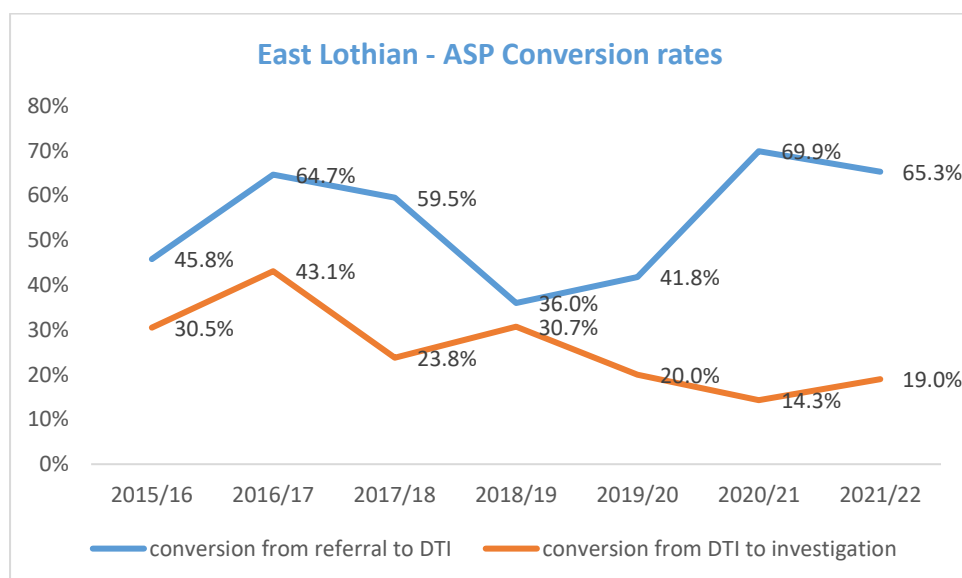
Over the coming year, we will engage in the work that is being undertaken by IRISS and the Scottish Government to develop a national dataset of performance information. We already have a well-established structure through our P&QI Sub-group to support taking this work forward.

## East Lothian ASP Data and Performance Information

### Number of ASP Referrals, Duty to Inquires and ASP Investigations



There were 643 referrals categorised as ASP in the year, an increase of 25.8% (132) from the previous year. In the year, there was an increase of 17.6% (63) of the number of DTIs completed. The number of ASP Investigations increased by 29, which was an increase of 56.9%.



65.3% of referrals badged as ASP converted to a DTI, a slight decrease from the previous year, when 69.9% of referrals converted to a DTI. In the year, 19% of DTIs led on to an ASP Investigation, a slight increase from 14.3% the previous year.

### Referral source

Of the 643 referrals received under ASP, the three most frequent sources were Police (24.9%, 160), other organisations (16.5%, 106) and NHS (14.0%, 90). Police have been the most frequent referrer for the past four consecutive years. Other organisations (e.g. third

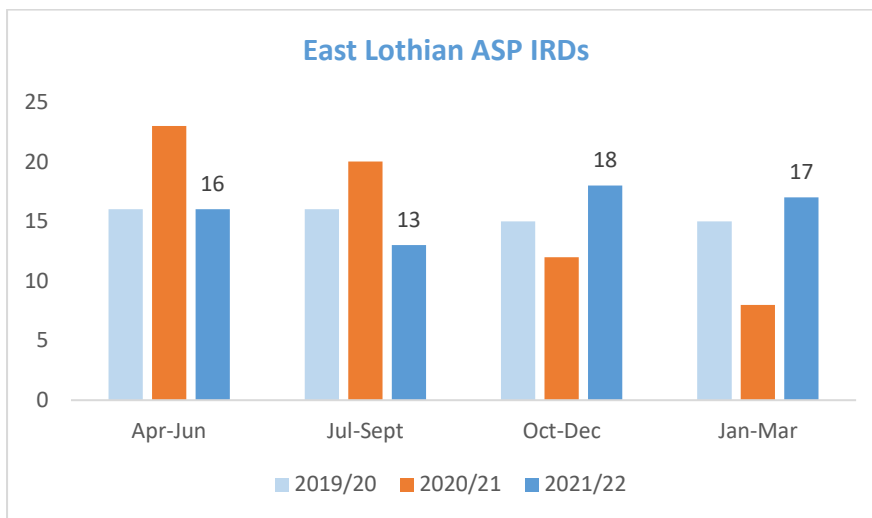
sector care at home providers) remained as one of the top three referrers of ASP to the Council with an increase in the proportion of their referrals from the previous year. This appears to reflect the increase in face-to-face contact with adults when lockdown restrictions eased.

Source of referrals East Lothian	Number of referrals
Police	160
Other organisation	106
NHS	90
Others	79
Social Work	60
Family	29
Scottish Fire & Rescue Service	27
Scottish Ambulance Service	25
Council	25
Friend/Neighbour	16
GPs	10
Care Inspectorate	8
Anonymous	5
Office of Public Guardian	<5
Self (Adult at risk of harm)	<5
Other member of public	<5
<b>Total</b>	<b>643</b>

### Duty to Inquire

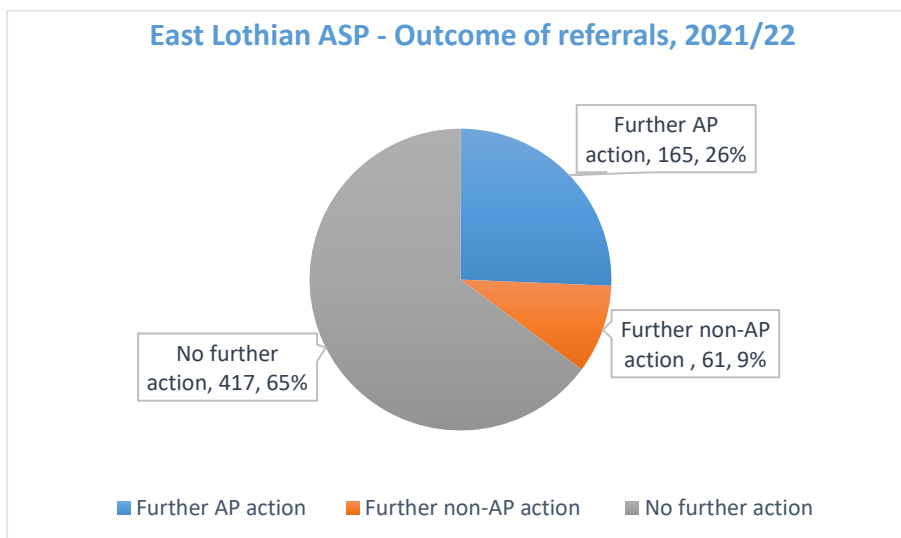
In the year, there was an increase of 17.6% (63) of the number of DTIs completed. In East Lothian, Council Officers completed 81.0% of Duty to Inquires within our local standard of seven calendar days. The two main reasons identified for the standard not being achieved were absence of the Council Officer who commenced the DTI (leave and sickness absence) and awaiting information from other professionals (most commonly health professionals). Whilst this was a similar percentage to the previous year (81.8%), there was an increase of 63 DTIs undertaken in the year, with no additional staffing resources to meet the increased demand around ASP work in East Lothian in the year. During the latter part of 2021/22, there has been a strengthening of the oversight arrangements for ASP work, and we should anticipate increased performance in the coming year.

## Inter-agency Referral Discussions



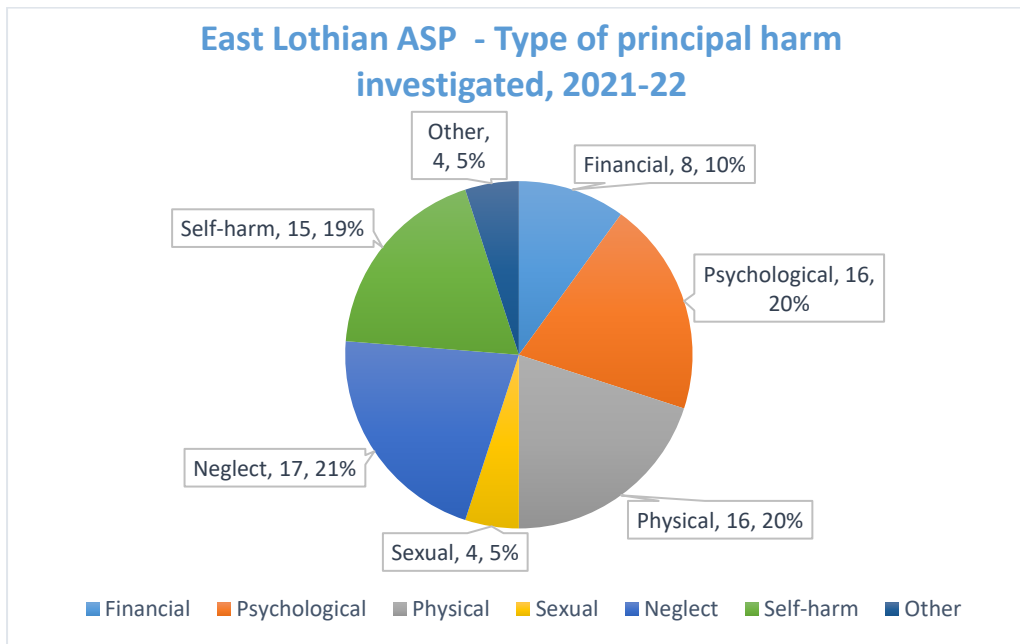
In the year, there were 64 Inter-agency Referral Discussions (IRDs) for ASP, with an even spread over the four quarters. We have not seen an increase in IRDs correlating to the increase in referrals, DTIs and Investigations, and have seen little change over the three years in the number of IRDs undertaken.

## Outcome of ASP referrals

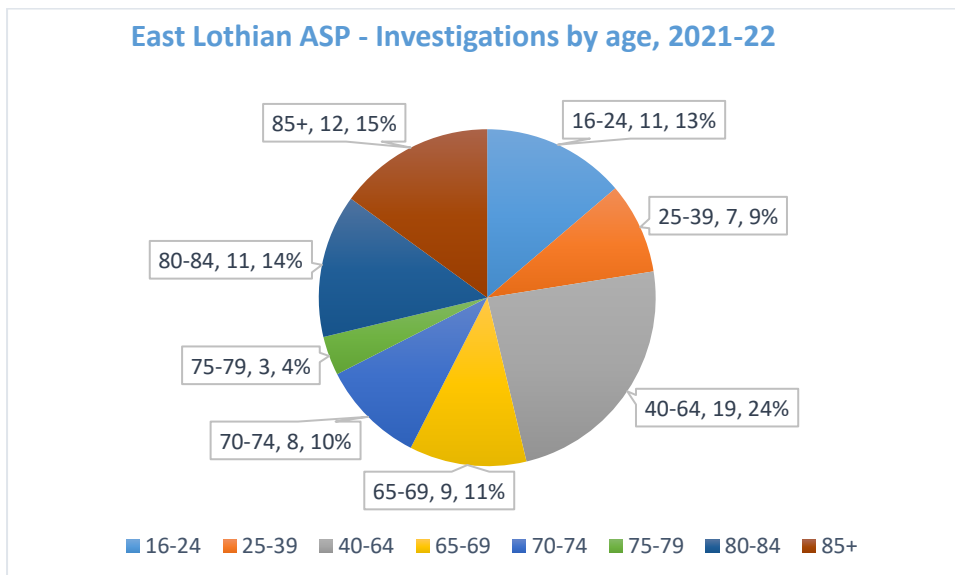


35% of ASP referrals made in the year had some form of further action. This was only a slight decrease from 38% the previous year.

## Profile of Investigations

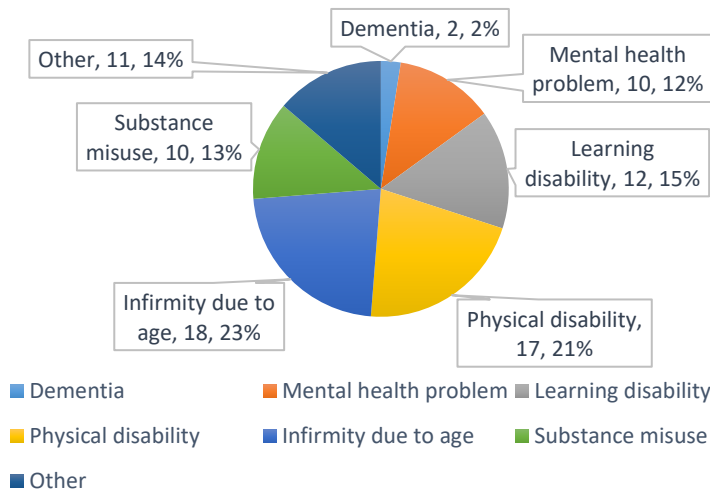


There are seven major categories of harm reported annually under ASP. In East Lothian, the most common type of harm investigated under ASP in 2021-22 was neglect (including self-neglect), followed by psychological and physical harm. This was a shift from the previous year, where the most common type of harm investigated was financial harm. Financial harm has been the most common type of harm investigated in four of the last six years. This was the theme for our successful Adult Support and Protection Learning Event for ASP Day in February 2022.

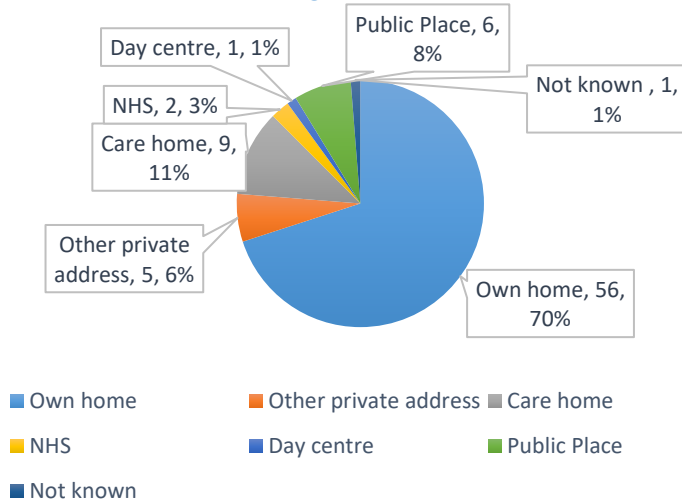




### East Lothian ASP - Investigations by client group, 2021-22



### East Lothian ASP - Investigations by location of harm, 2021-22



The location of harm experienced by the adult was the adult’s own home for 70% (56) of ASP Investigations. There was no shift in gender balance from the previous year, with females accounting for 61% (49) of all ASP Investigations and 35% (28) being male (three cases where the gender was recorded as not known, which is likely to be explained as a recording error). 29% of ASP Investigations were for adults over the age of 80, with a pattern of Investigations in this age group more likely to be for females.

There is a notable under-recording (by 51%) of the ethnic group of adults who are the subject of an ASP Investigation. This is a similar percentage to the previous year and is a recording issue to be addressed in the coming year.

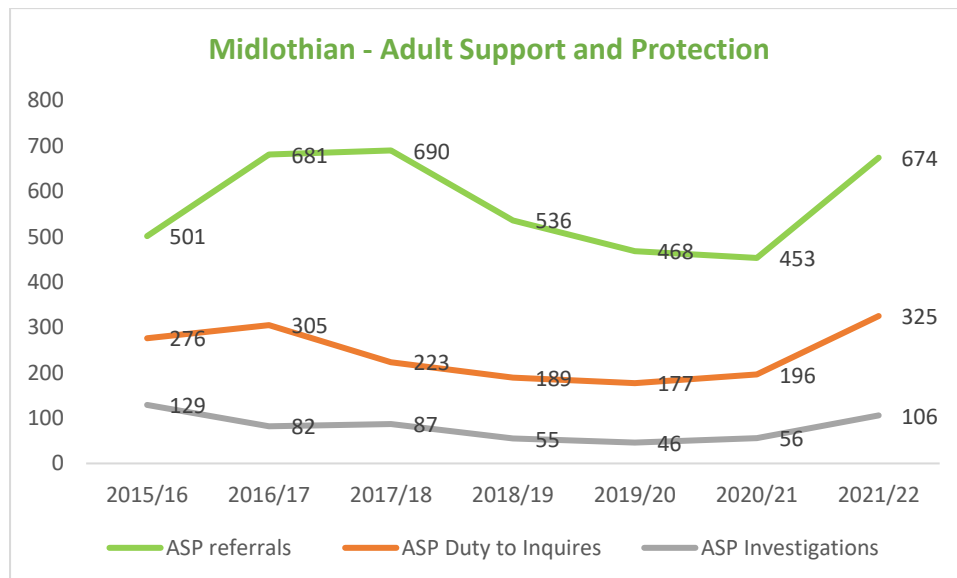
#### ASP Case Conferences

In East Lothian, there were 51 ASP Case Conferences in the year, of which 26 were Initial Case Conferences and 25 Review Case Conferences. The standard is to hold these within 21 days from the date of the IRD to the Initial Case Conference, and within three months for

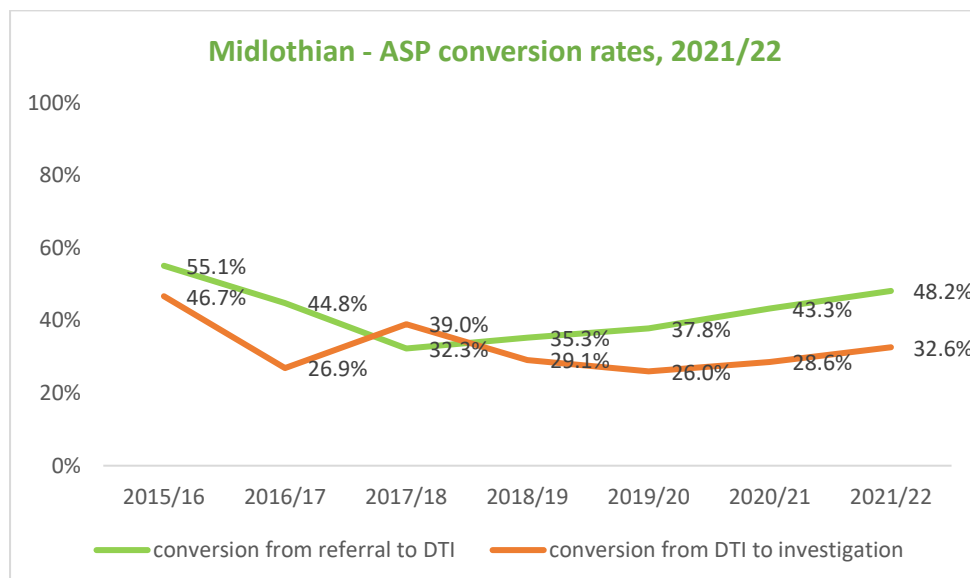
the Review Case Conference. 66.7% of Case Conferences were held within our timescale standards. Where timescales standards were not met, in 17 cases, this was due to a combination of staffing absences arising from COVID, and in some instances ensuring that the meeting had the right people in attendance. There was no identified detrimental impact to the adult where the Case Conference did not take place, as there was an interim safety plan in place. The timescale standard for completion of the report by the Council Officer no later than three days before the Initial Case Conference was met in 80.8% of cases (21 of 26 cases), and again, where not met, this was due to staffing absence. Adult Support and Protection Case Conferences continued to adopt a hybrid approach of Virtual Meetings, with the adult supported to attend where appropriate, and Health and Police personnel attending virtually. Through our P&QI performance reviews and self-evaluation activity, we identified that there was a need to improve the consideration and use of advocacy in ASP cases, and took steps to promote advocacy services to Council Officers.

## Midlothian ASP Data and Performance Information

### Number of ASP referrals Duty to Inquires and ASP Investigations



In Midlothian, there were 674 referrals categorised as ASP in the year, an increase of 48.8% (221) from the previous year. In line with an increase in referrals, there was a corresponding increase of 65.8% (129) in the number of DTIs completed.



48.2% of referrals badged as ASP converted to a DTI, a slight increase from the previous year, when 43.3% of referrals converted to a DTI. In the year, 32.6% of DTIs led on to an ASP Investigation, a slight increase from 28.6% the previous year.

### Referral source

Of the 674 referrals received under ASP, the most frequent referral source was NHS, who made 21.4% of all referrals under ASP. Other organisations made 19.0% of referrals and

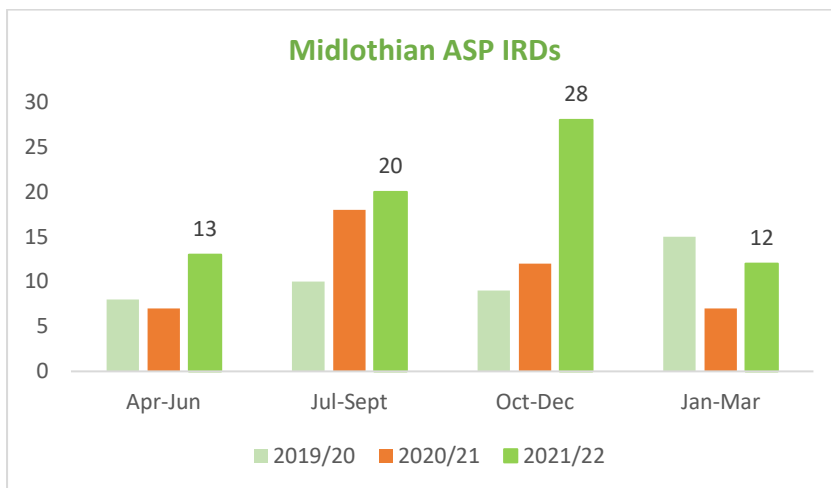
Police 18.4%. This was a shift from the previous three years, where the most common referrer was Police.

Source of referrals Midlothian	Number of referrals
NHS	144
Other organisation	128
Police	124
Social Work	87
Family	42
Others	24
Council	22
Other member of public	20
Scottish Fire & Rescue Service	17
Scottish Ambulance Service	15
Self (Adult at risk of harm)	14
Care Inspectorate	10
Friend/Neighbour	8
GPs	7
Unpaid carer	6
Anonymous	6
Office of Public Guardian	<5
Mental Welfare Commission	<5
Healthcare Improvement Scotland	<5
Total	674

### Duty to Inquire

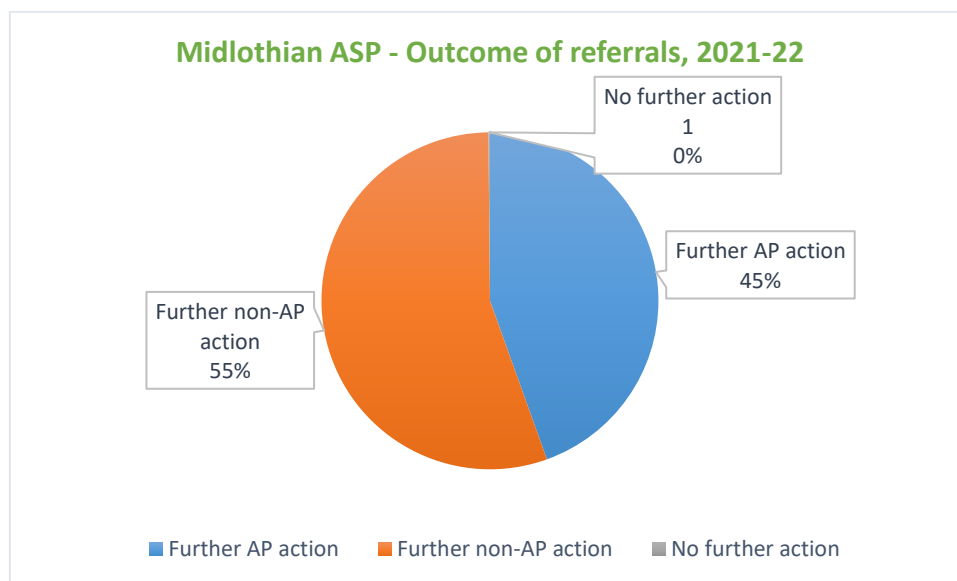
In Midlothian, Council Officers completed 97.2% of Duty to Inquires within our standard of within seven calendar days. This standard is achieved through a well-embedded culture of prioritisation of this aspect of ASP work, and the majority of the DTIs being completed by the dedicated ASP team, with close oversight and tracking of the progress of DTIs. There was an improved performance from 2020/21 (89.8%), in spite of an increase of 129 DTIs undertaken in the year, with no additional resources.

## Inter-agency Referral Discussions



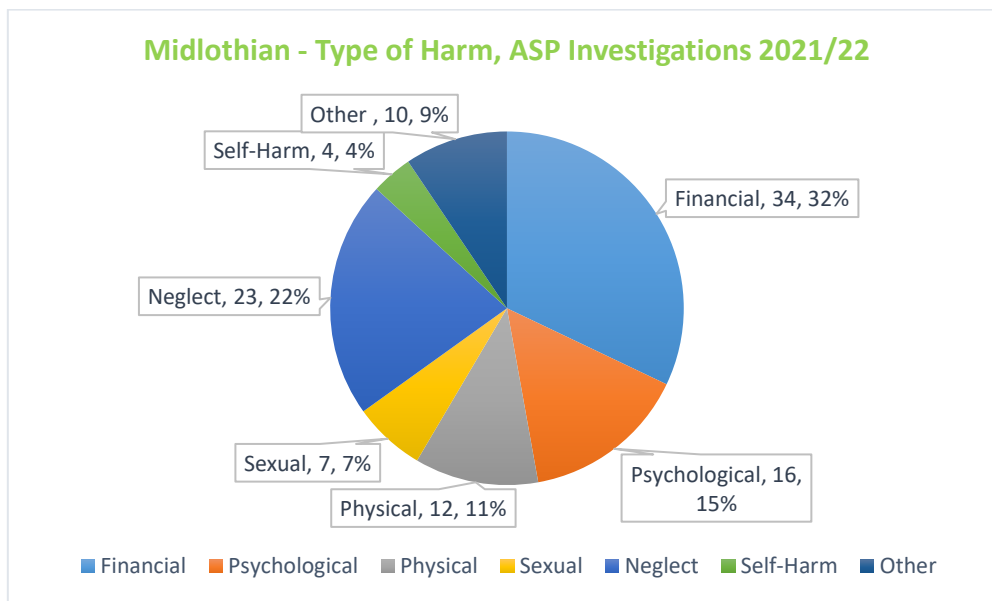
In the year, there were 73 Inter-agency Referral Discussions (IRDs) for ASP. We have seen an increase in IRDs for the past three years, with a 65.9% (44) increase from 2020-21. Some of the increase can be explained by way of Large Scale Investigations in care homes, and concerned relatives/neighbours becoming more aware of adults at risk as lockdown restrictions eased.

## Outcome of ASP referrals

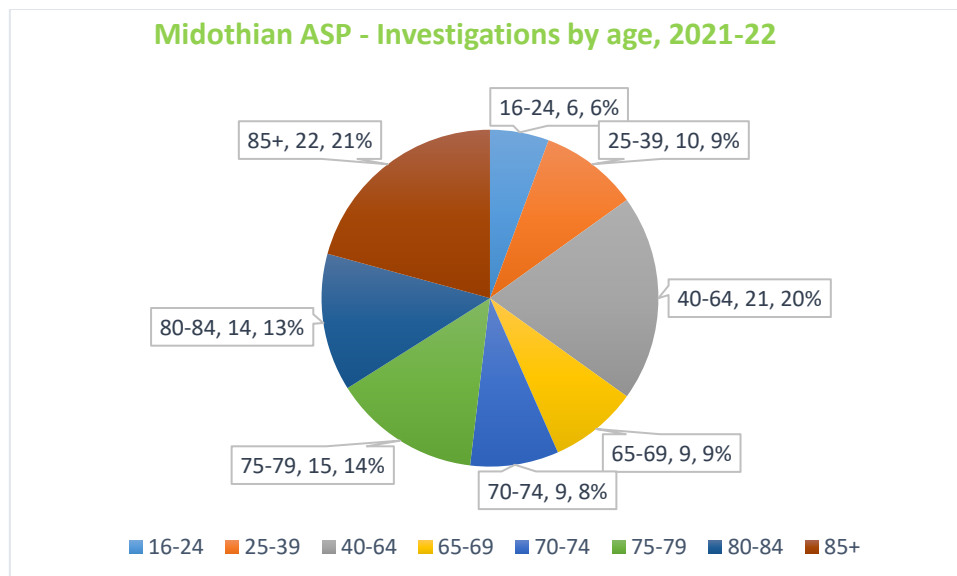


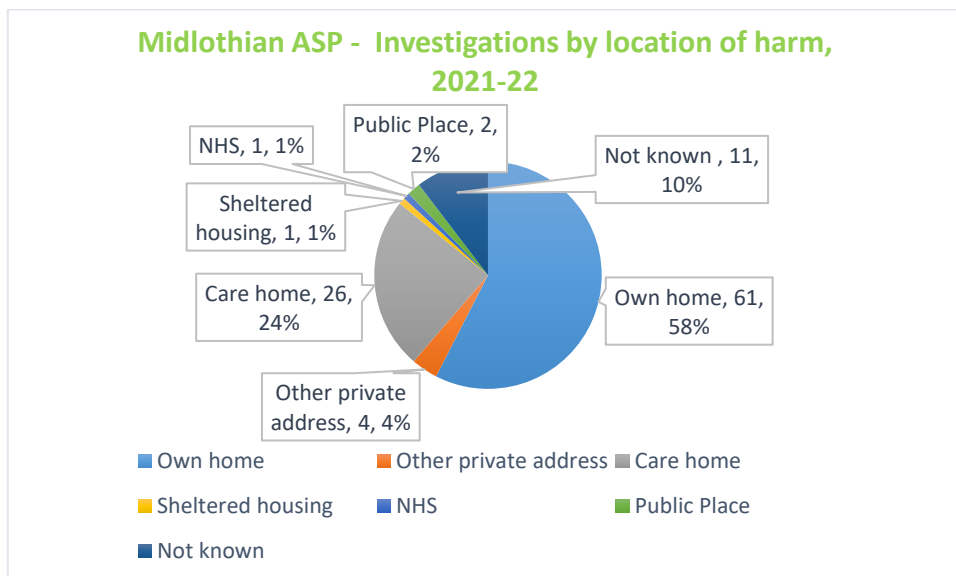
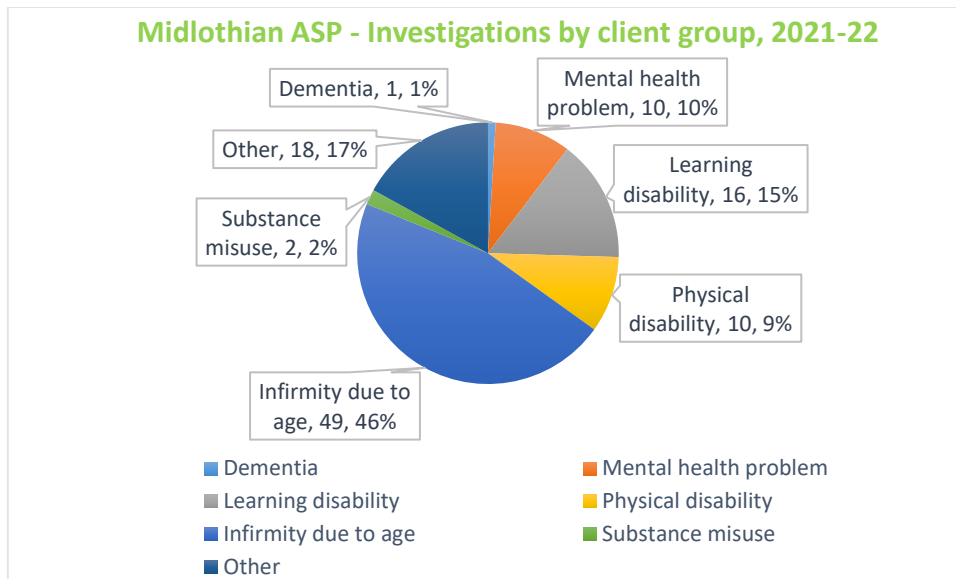
99% of ASP referrals made in the year had some form of further action. This is almost the same as the previous year (98%), and reflects the tight processes around initial screening of referrals being identified as ASP, with the vast majority of ASP referrals being handled by the ASP team that operates within the Midlothian Health and Social Care Partnership.

## Profile of Investigations



There are seven major categories of harm reported annually under ASP. In Midlothian, the most common type of harm investigated under ASP in 2021/22 was financial harm, followed by neglect (including self-neglect). Financial harm has been the most common type of harm investigated in five of the last six years.





53% of ASP Investigations were for females (56) and 47% (49) were for males. In the previous year, 71% of ASP Investigations related to females, and 29% related to males. There is no identified explanation for the shift in gender balance.

38% of adults who were the subject of an ASP investigation in the year had their ethnic group recorded as not known. This is the same percentage as the previous year, and is a recording issue to be addressed in the coming year.

#### ASP Case Conferences

In Midlothian, there were 31 Case Conferences, of which 22 were Initial Case Conferences and nine Review Case Conferences. The standard is to hold these within 21 days from the data of the IRD to the Initial Case Conference, and within three months for the Review Case Conference. 87.1% of Case Conferences were held within our timescale standards, with only four being held out with that timescale. Where the standard was not met, the timescale was extended to ensure that all the appropriate people attended to support good

decision making, and there was no detriment to the adult involved, with an interim safety plan in place.

We operate a timescale standard for completion of the Council Officer report, within three days of the Initial Case Conference. In all but one case, the standard was met in the year, and in all cases, a single agency chronology was available for the Initial Case Conference. In all cases where there was a first Review Case Conference (nine cases), a comprehensive multi-agency risk assessment was completed within 28 calendar days of the Initial Case Conference.

Adult Support and Protection Case Conferences continued to adopt a hybrid approach of Virtual Meetings, with the adult supported to attend, and where not in attendance, advocacy was offered. Health and Police personnel attended virtually when invited.

## **Supporting Practice in ASP**

### **Learning and Development**

A change in the focus of, and arrangements for, the Council Officer Forums in East Lothian and Midlothian took place during the year. They moved from service updates and intermittent case studies, towards regular briefings on key topics delivered by the Adult Support and Protection Lead Officer, and the development of an approach to present case studies to promote the transfer of learning to practice. The development of this derived from self-evaluation activity in East Lothian, which highlighted areas of developmental need and informed the content of the programme that started in East Lothian during the year. The content of the programme is sufficiently flexible to respond to developmental need, but covers core topics including analytical risk management, evidential risk analysis, professional curiosity in ASP and chronologies. We also agreed to implement the same approach in Midlothian from April 2022.

Formal training for Council Officers was redesigned, the inspiration for this being taken from the pilot run in Dundee and Angus, which was presented to the National ASP Lead Officer's Learning and Development forum towards the end of the year ending March 2021. This was one of the key priorities identified in our previous year's annual report. Moving from a one-day training course to a modular approach of nine half days over nine months, the Adult Support and Protection Lead Officer delivered this from October 2021. The first six sessions were taught modules on key areas of ASP legislation and practice, with input from key partners, and the final three sessions were aimed at supporting the transfer of learning to practice through reflective presentations. We originally started out with 11 Social Workers from East Lothian and Midlothian, four left the programme due to changing jobs/personal circumstances, which resulted in seven Social Workers successfully completing this training and able to act as Council Officers. Evaluation of the training was positive and we used this to revise the programme for the second round of training during the year commencing April 2022, including reducing the length of time to complete the full training.



## **Audit Activity**

The Lead Officer and a Senior Operational Manager in East Lothian carried out an audit of the last year's chronologies and Multi-Agency Risk Assessments (MARA). The MARA takes place after the initial APCC when it is agreed there will be a review APCC.

The chronology audit found that recording was generally good, however, there needed to be a greater focus on including the point of view of the adult as per the principles of ASP legislation. The MARA audit identified that most risks were appropriately identified and managed; however, there was a need for increased granularity in the analysis of risk. The learning from both audits is being progressed via Council Officer Forums and ASP training.

Similar audit activity in Midlothian was planned for the year commencing April 2022.

Every IRD is reviewed at the monthly IRD Overview Group. This is chaired by the Adult Support and Protection Lead Officer and has representation from the NHS, Police Scotland and operational Social Work staff. There was a strengthening to the work of this group over the year, to ensure that the learning is captured and quality assurance activity is robust. An audit of IRDs in each area over a six-month period between November and March was completed, reporting to the P&QI Sub-group shortly into the next year. Strengths in information sharing were evident in both areas, with some improvements around SMART planning identified. Observational learning opportunities for all IRD participants at the IRD Overview Group was also established and will continue into the coming year.

## **Self-evaluation of ASP**

In East Lothian, we commenced some self-evaluation activity in relation to ASP, using the Care Inspectorate Quality Indicator Framework for ASP. A staff survey and focus groups highlighted areas of strength and improvement, which we used to refresh our improvement activities. Along with a strengthening of the operational management and oversight of ASP work this programme of activity is continuing into the year commencing April 2022.

In Midlothian, similar self-evaluation activity in relation to ASP will be undertaken over the course of the next year.

## **Guidance and Procedures**

During the year, we began work to develop our approach for escalating concerns for managing cases relating to adults where existing frameworks are not appropriate or able to reduce levels of risk and where a multi-agency approach may be beneficial. Implementing this new guidance and monitoring its use and effectiveness will continue into this year.

We engaged in the consultation to the proposed refresh of the ASP Code of Practice by analysing the implications of the proposed changes from a local perspective and consulting with ASP staff. In the coming year we will take forward the development of our local ASP procedures to reflect the changes in the new Code of Practice.

## **National ASP Day**

84 staff from across East Lothian and Midlothian attended our on-line learning event in February, to hear about financial harm from a number of different perspectives, its impact and how to tackle it. We received positive feedback about the content and structure of this event. Our focus on financial harm arose from our recognition that financial harm has been the principal type of harm investigated in recent years in each of our two areas. Our keynote speaker, Keith Brown, emeritus Professor from Bournemouth University, delivered a stimulating presentation on financial harm by scams, how to recognise this and its impact. He was ably supported with further presentations from Trading Standards in East Lothian, and Police Scotland who provided an overview of how the Police can help investigate a crime of financial harm and of the Banking Protocol, where staff in financial institutions are trained to recognise and respond to concerns. Our speaker from the charity Surviving Economic Abuse told us about the experience of economic abuse as a form of gender based violence. The ASP Lead Officer also promoted our Practitioner's Guide to Financial Abuse at the event.

## **Herbert Protocol**

During the year, we undertook some communications activities to raise awareness of the Herbert Protocol, through our newsletter, social media communications, development of a video by East Lothian Health and Social Care Partnership and a radio interview in December 2021 by the ASP Lead Officer and Alzheimer's Scotland on Black Diamond FM (serving the Midlothian area). Our local Missing Persons Co-ordinator with Police Scotland commenced some on-line briefings for staff, which will continue in the coming year.

## **Large Scale Investigations**

A Large Scale Investigation is a multi-agency response where an adult who is a resident of a care home, supported accommodation, NHS hospital ward or other facility, or receives services in their own home, has been referred as at risk of harm; and where investigation indicates that the risk of harm could be due to another resident, member of staff or some failing or deficiency in the management or operation of the service. In the year, there were four LSIs pertaining to older people's care homes, three of which started and concluded in the year. One remains ongoing. One of the care homes closed following issues being raised in the LSI process around the suitability of the environment and standards. The need for improvements in the leadership within the environments was a key feature of the LSIs, and in each, standards were restored whilst under the LSI process. The ASP Lead Officer commenced a piece of work to review the themes and learning arising from LSIs, which is continuing into the year commencing April 2022.

## **Care at Home Service Provision Challenges**

There was a significant challenge in meeting the demand for care at home services in the second half of 2021, due to the impact of staffing absence arising from COVID. This arose particularly in East Lothian, where a significant proportion of the providers are third sector organisations. The ASP Lead Officer supported the oversight and monitoring of the

response in East Lothian to this by developing a risk assessment framework for the allocation of care at home services and proposed a new risk assessment framework to complement existing processes. This led to the implementation of the T.I.L.S. risk assessment framework that looks at the interaction between types of harm; imminence of harm; likelihood of harm and the severity of impact of harm. This helped support the risk assessment processes in the allocation of pressured care at home resources. The Care at Home Oversight Group in East Lothian, a multi-disciplinary group of senior partnership managers and the ASP Lead Officer, met weekly to monitor and support performance in the sector to ensure safe delivery of services to an extremely vulnerable client group. This was effective in managing the service provision challenges. Whilst there were pressures in Midlothian arising from staffing absence due to COVID, the higher proportion of in-house provision rather than private sector made the co-ordination of response easier to manage. The approach and framework used in East Lothian was subsequently shared with managers in Midlothian.

### **Initial Case Reviews and Significant Case Reviews**

Whilst we awaited the publication of the new Learning Review Guidance for conducting a Learning Review we continued to follow our Significant Case Review (SCR) Guidance. This sets out the processes for conducting a review where an adult has been harmed or died, and where abuse or neglect was a factor, or where the adult was involved in ASP processes, and the incident(s) give(s) rise to serious concerns about service involvement. An Initial Case Review (ICR) is carried out in order to inform the decision about the need for a full SCR. We commenced and concluded one ICR in the year, concluding that the learning points had been addressed without the need to progress further to a full SCR. Our CSOG was assured that improvements identified had been implemented.

We commenced a further two ICRs in the year, concluding and reporting on these in the year commencing 2022, and taking forward the sharing of learning further in ASP training and other learning opportunities to raise awareness of identification of ASP risk of harm.

## Child Protection (CP)

### **CP Data and Performance Information**

EMPPC follows academic quarterly reporting for Child Protection, and we have fully implemented the national child protection minimum dataset (along with some additional local measures). A separate multi-agency Sub-group of the P&QI Sub-group reviews the data and performance, and prepares the report for the P&QI Sub-group.

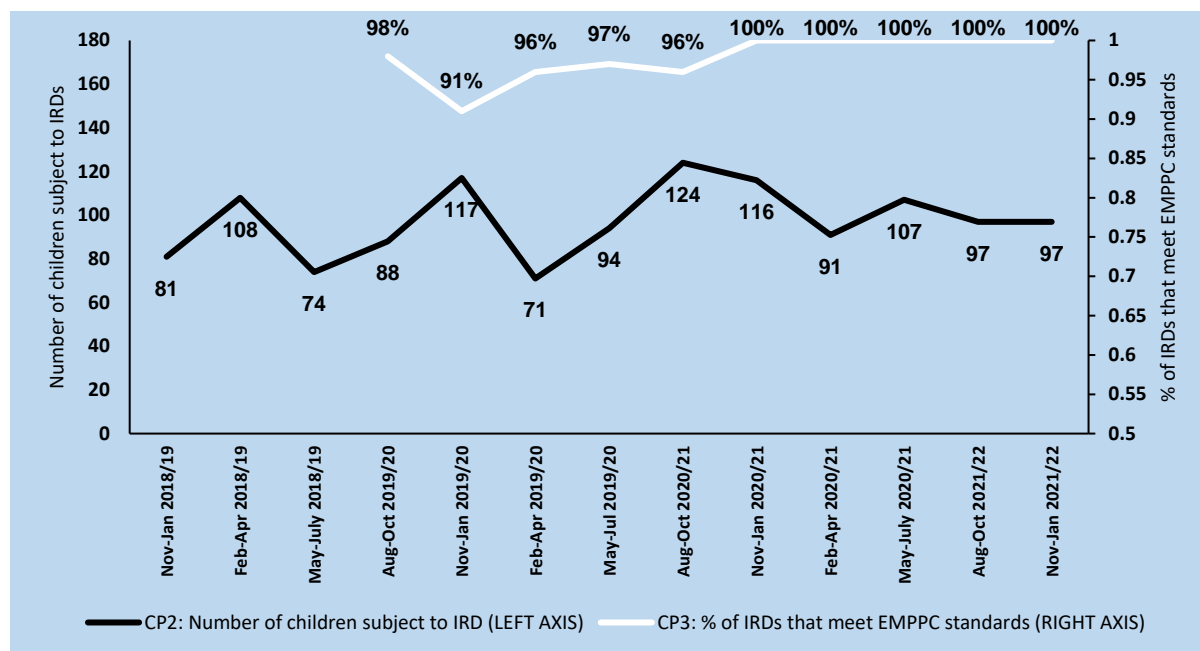
Inter-agency Referral Discussions (IRDs) involve a discussion between the 'core' agencies of Police, NHS and Social Work, and we have the benefit in both our areas of having the same Police and NHS personnel involved, creating a consistency of approach. Our IRD Overview Group operates four weekly in each area and again has the same Police and NHS personnel, which supports consistency of approach and shared learning opportunities. The Child Protection Lead Officer attends this to support the drawing out of learning themes and quality assurance.

East Lothian uses the Signs of Safety approach to their Child Protection assessment and planning, and consequently, it was agreed that the timescale for holding an Initial Case Conference is within 28 days from the raising of the IRD.

Vulnerable children and children on the Child Protection Register continued to be seen on a face-to-face basis by professionals in both areas. East Lothian and Midlothian continued to strive for 'going back to business as usual' in terms of Child Protection Case Conferences and aimed to have meetings face-to-face where possible. A blended approach of virtual meetings and face-to-face meetings have been used for Case Conferences, with the majority of professionals joining the meeting on line but the family, Chair and Social Worker being in the same room.

## East Lothian CP Data and Performance Information

### IRDs

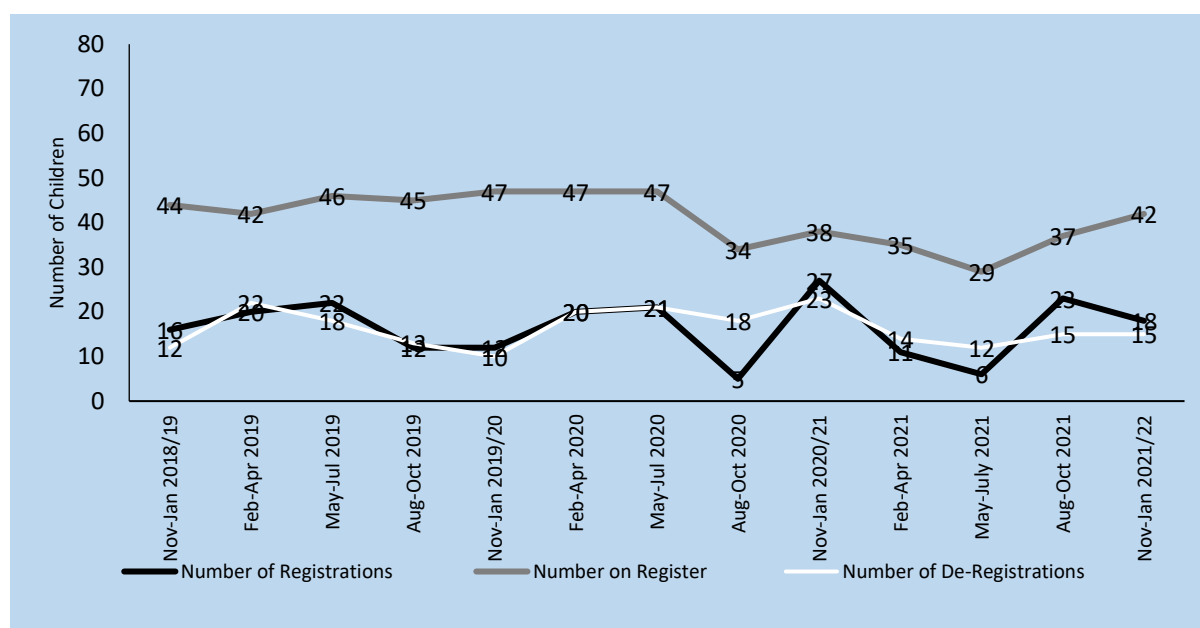


Levels of IRDs over the last year have remained consistent in East Lothian, with over two thirds of IRDs being for children and young people between the ages of 5 and 15 each quarter. The largest single age category each quarter was the 11 to 15 age group, highlighting the increased challenges and vulnerabilities for this age group. The EMPPC Vulnerable Young Persons Protocol gives a helpful framework for supporting and protecting this age group; this has been promoted and used more during the past year in East Lothian.

The publishing of the Scottish Government Child Protection Annual Return Data in March 2022 (for year ending 31<sup>st</sup> July 2021) sparked a comprehensive discussion of the rates in East Lothian in comparison to other local authorities. East Lothian had the fourth highest rate in Scotland, at 22.9 per 1,000 children. The national average was 12.8 per 1,000 children.

On review and consideration of various hypotheses, we were not overly concerned about our higher rates in East Lothian, as we consider that our IRD processes are well aligned with the 2021 National Guidance for Child Protection, and the IRD Overview Group considered that local standards for IRD were consistently met. We recognise that comparison with other local authority areas should be made with caution, and we will continue to keep a watching brief on this via our IRD Overview Group and P&QI Sub-group.

## Child Protection Registrations



The number of Child Protection registrations at each quarter-end remained below pre-lockdown levels in East Lothian. The flow of children being placed on the Register and removed is shown in the above graph, and on review of this data throughout the year, nothing exceptional or concerning has come to our attention. Through our P&QI Sub-group, we review the number of children who are re-registered within periods of up to 24 months, and nothing exceptional has stood out from this.

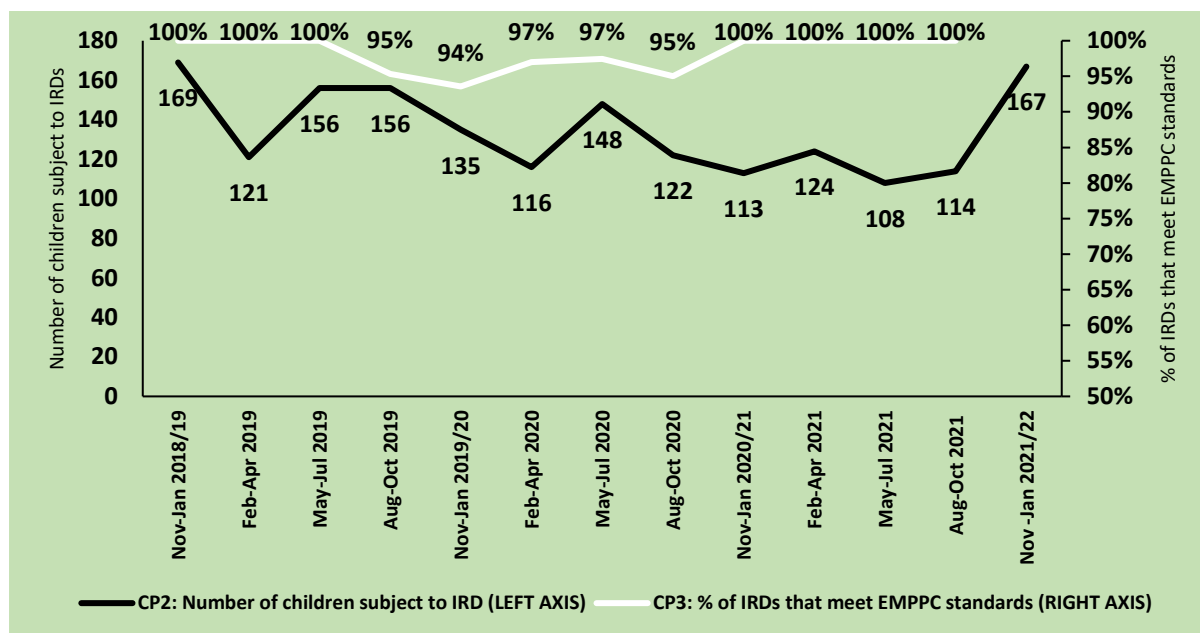
In East Lothian, the most common concerns raised at registration over the year were parental drug misuse and domestic abuse, followed by emotional abuse. Domestic abuse featured as the most common reason the previous year.

Where East Lothian did not meet the standard for holding an Initial Case Conference within 28 days, or an Initial Core Group within 15 calendar days of the Initial Case Conference, staff absence due to COVID was the primary reason. Meetings were held at the earliest opportunity thereafter, with no adverse impact on the child being identified. Parental attendance at Case Conferences was supported primarily by Social Workers. Over the year, we have seen a quarter-on-quarter improvement in the sharing of plans with children, which has been supported by a re-launch with training for staff to embed Signs of Safety.

The use of Multi-agency Chronologies within Child Protection continues to be well-established in East Lothian. The CP Lead Officer and Social Work staff in East Lothian are linked into the wider work of the Pan Lothian Chronology Groups and the standard Pan-Lothian template is in use for Initial and Review Case Conferences. Over the coming year, some audit and peer-review of Multi-agency Chronologies will be undertaken, supported by the CP Lead Officer.

## Midlothian CP Data and Performance Information

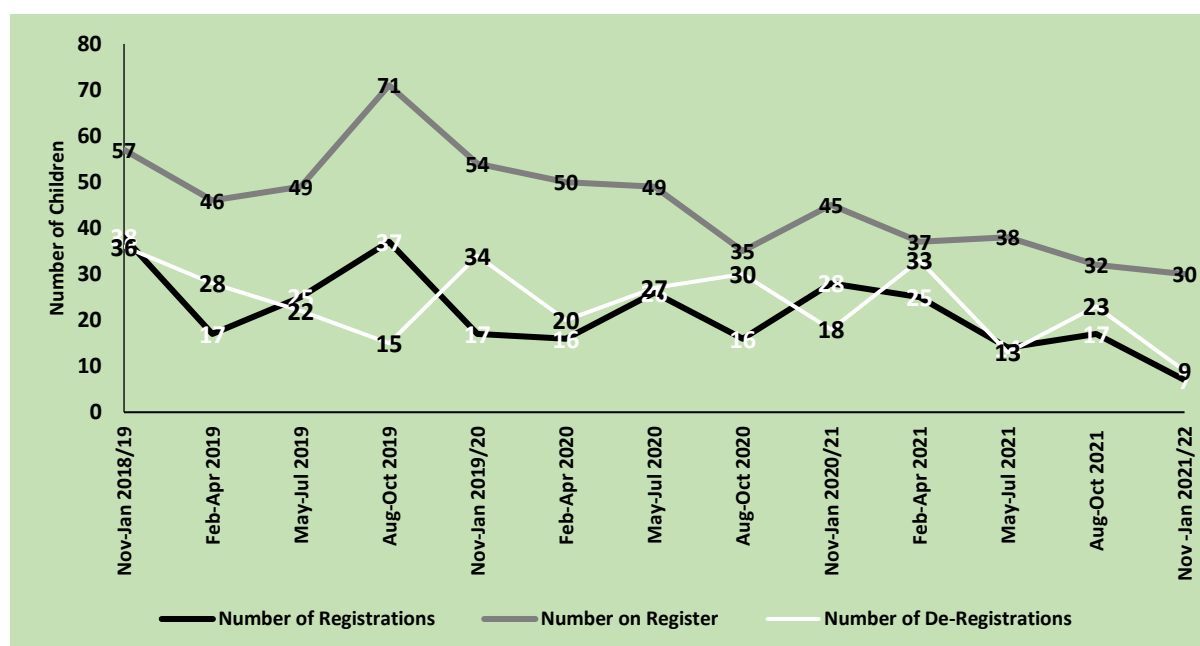
### IRDs



IRDs in Midlothian ranged from 108 to 167 per quarter in the year. There was a significant increase in the academic quarter 2 (November 2021 to January 2022), occurring around the New Year period, with double the number of IRDs for the 5 to 10 year old age group, and an increase in the 0 to 4 age group.

The comparative rates of IRDs to other local authority areas as published in the Scottish Government Child Protection Annual Return Data in March 2022 (for the year ending 31<sup>st</sup> July 2021) saw a similarly high rate, with Midlothian sitting at the third highest rate at 17.7 per 1,000 children (in comparison to the national rate of 12.8). Processes in Midlothian are aligned to the National Guidance for Child Protection 2021, and we will engage in further monitoring and scrutiny of local processes and practice over the coming year to ensure that IRDs are appropriately instigated. The IRD Overview Group monitors whether threshold guidance is met, and assessed that IRDs routinely did meet local standards. We will continue to monitor this over the coming year.

## Child Protection Registrations



In Midlothian, conversion rates from ICPC to CP Registration decreased in the two quarters during the year. Whilst we exercised caution about interpreting percentages where the number is small, the CP Lead Officer and Clinical Nurse Manager, Public Protection Team, NHS Lothian undertook a small audit to explore any themes. The findings highlighted the need to undertake and evidence a robust assessment and child’s plan to justify decision making about registration, incorporate the child’s voice within that, and the need to further explore how we ensure that all agencies are clear on their roles and responsibilities within the Case Conference processes. The CP Lead Officer and partners will share the learning from this work over the coming year to support improvement activity, in training, partnership work and development of local procedures.

In two of the four quarters, domestic abuse featured as the most common reason for a child being placed on the CP register, but across the year, the concerns noted at registration were multi-faceted, reflecting the complexity of circumstances facing children and families.

## Supporting Practice

### Audit Activity

During the year, the CP Lead Officer undertook an audit on the relationship between Marac and IRD, focusing on Children’s Social Work records across East Lothian and Midlothian. A Multi-Agency Risk Assessment Conference (Marac) is a local meeting where representatives from statutory and non-statutory agencies meet to discuss individuals at high risk of serious harm or murder due to domestic abuse. The audit outlined that the majority of cases did not trigger an IRD. Whilst this was appropriate for some in light of measures already in place to address the risks, in a third of cases there was evidence to suggest an IRD should have taken place, and in a further third, an IRD should have been considered. We have subsequently implemented a change to our local processes and practice around Marac,



whereby all referrals to Marac are now sent to Children and Families Social Work for assessment and active consideration of the need for an IRD.

### **Improvement Activity**

In the year, we commenced work on the Cumulative Neglect agenda, establishing a multi-agency short-life working group to develop our approach in East Lothian and Midlothian. We have agreed to adopt City of Edinburgh's Neglect Toolkit, which will support a consistent approach by partner agencies working across Edinburgh and the Lothians.

East Lothian and Midlothian sought to take part in a Harmful Sexual Behaviour Framework Audit, which will be facilitated by the NSPCC and funded by the Scottish Government. In both areas, there has been an increase in incidences involving Harmful Sexual Behaviour (HSB) and the aim of the audit is to further develop and improve multi-agency responses to children displaying HSB.

### **Initial Case Reviews and Significant Case Reviews in Child Protection**

We had one Significant Case Review that continued during the year; delays in the light of COVID and changes of professionals in the review group membership impacted on bringing this to conclusion. Face-to-face practitioner and manager workshops were held to inform the findings and learning. We will take forward the learning from this over the coming year.

### **Development of Child Protection Procedures**

During the year, an agreement was reached by Chief Officers in East Lothian and Midlothian to collaborate with our partners in City of Edinburgh, Scottish Borders and West Lothian to develop our local procedures in line with the National Guidance for Child Protection that was published in October 2021. An independent writer was commissioned to undertake this work, which commenced in the last quarter of the year, and will continue through the coming year.

### **Age of Criminal Responsibility (Scotland) Act 2019**

The Act raised the age of criminal responsibility from the age of eight to 12, with children under 12 no longer being held criminally responsible for their actions. To support the implementation of the changes introduced in December 2021, a short-life multi-agency working group was established. The CP Lead Officer produced communication materials, including a seven minute briefing, flowchart to outline the key changes and what they would mean for practice. This was made available to all partner agencies across East Lothian and Midlothian.

### **Scottish Child Interview Model for Joint Investigative Interviewing**

In preparation for going live with the new Scottish Child Interview Model (SCIM) for Joint Investigative Interviewing in April 2022, East Lothian and Midlothian joined the Scottish Borders to develop our approach. This new approach is designed to minimise re-traumatisation for the child as well as improving the quality of evidence gathered to avoid

children having to give evidence in person as part of court or children's hearing processes. The model recognises that the forensic interviewing of children is a specialist skill. To support implementation, eight staff (four social workers from East Lothian, Midlothian and the Scottish Borders, and four Police Officers from our 'J' Division) completed the specialised training. The CP Lead Officer supported the launch of this approach by developing communication materials, including a seven-minute briefing, to enhance multi-agency understanding of the approach. We also hosted a launch for all services and partner agencies across all three Local Authorities. There is a multi-agency steering group in place, led by the Police to oversee the operational delivery of SCIM.

## **EMPPC IRD Threshold and Outcome Guidance**

Our IRD Threshold and Outcome Guidance was revised within the year to reflect the Promise and New National Child Protection Guidance, and specifically refer to the Safe & Together principles to ensure their consideration within the earliest stages of child protection risk assessment and planning.

## Violence Against Women and Girls (VAWG)

There are two operational elements of the delivery of services for victims of gender-based violence that come under the oversight and governance of EMPPC, Multi-agency Risk Assessments (Marac) and the Domestic Abuse Referral Pathway (DARP). EMPPC has developed and implemented supporting guidance, the former of which was updated during the year.

### **Marac**

A Marac is a multi-agency meeting where information is shared about the victims who are at the highest risk of serious harm or murder due to domestic abuse. The aims of Marac are to work with victims of domestic abuse to help keep them safer and respond to their needs, manage perpetrators' behaviour to reduce risk, and ensure that risk and support needs attached to family members or extended networks are identified.

We operate Maracs every four weeks in each of the two areas, with additional meetings to respond to demand as required. Our model for delivery of Maracs closely follows the design and approach recommended by SafeLives, the national organisation that provides resources, training and quality assurance framework for Maracs.

In the year ending March 2022, we continued to hold our meetings virtually over Microsoft Teams, and held 16 Marac meetings for 123 cases in East Lothian, and 15 in Midlothian for 115 cases. In East Lothian, we saw an increase for the fourth year in a row (albeit an increase by four from the previous year) and in Midlothian, the number of cases discussed was the same as the previous year. In both areas, two thirds of referrals to Marac were made by Domestic Abuse Services. In both areas, there were fewer cases than SafeLives would anticipate, estimating that for the adult female populations, which indicates that there is more work to do to promote Marac as one response for supporting the highest risk victims of domestic abuse.

In both areas, just over 84% of cases involved children (defined as under the age of 18 with an association to the victim/perpetrator). This was an increase of 19.7% in East Lothian, and an increase of 7.8% in Midlothian, compared to the previous year. This rise may reflect a shift in the understanding of the impact of domestic abuse on children as the Safe & Together model is becoming embedded in practice in each area.

An increase in the number of victims referred with a disability in both areas brings us closer to the SafeLives indicator that 18% of cases would be representative of the UK population. 10.5% (13) cases in East Lothian had a known disability in the year. This is more than double the number of cases from 2020/21. 14% (16) cases in Midlothian had a known disability in the year.

There were no recorded male and/or LGBT+ referrals; increasing awareness of Marac, its benefits and referral processes will be an area of development over the coming year.

Following our first Marac self-assessment in the year, our improvement plan was developed and is progressing. In the year, we agreed to develop a separate Marac Steering Group and made arrangements for its operation during the year commencing April 2021.

## **Domestic Abuse Referral Pathway**

The Domestic Abuse Referral Pathway is a partnership arrangement whereby following a Police attendance arising from a domestic abuse incident the victim consents to a referral to a specialist service for advocacy and support.

In the year, in East Lothian, there were 244 referrals to the DARP, and in Midlothian, there were 208. The number of referrals reduced significantly from the previous year, by 99 from 343 in East Lothian and by 107 from 315 in Midlothian. As the service operates based on consent and is offered at the time of the Police involvement, it is not clear why there was such a reduction, albeit we had seen an increase in referrals the previous year.

One of the specialist services that supports the DARP has been the Domestic Abuse Service, whereby specially trained staff employed by Women's Aid East and Midlothian were located within the Public Protection Office. Due to challenges in recruitment to these posts, we commenced discussions about alternative options for this service provision, which have continued into the year beginning April 2022.

## **Delivering Equally Safe Funding**

The VAWG Co-ordinator worked with partners in East Lothian and Midlothian to prepare an application for funding from the national Delivering Equally Safe (DES) Fund, commencing for a three year period from October 2021 to September 2024 (this was subsequently extended to March 2025). We secured funding for three Domestic Abuse Support posts to support the DARP and Marac, safety equipment and leaflets for victims of domestic abuse, and training for staff in the Safe & Together approach.

## **Supporting Practice**

### **16 days of activism 2021**

The 16 days of activism is an annual international campaign that runs from 25 November, the International Day for the Elimination of Violence against Women, until 10 December, International Human Rights Day. It is used as an organising strategy by individuals and organisations around the world to call for the prevention and elimination of violence against women and girls. It provides an opportunity to increase awareness of violence against women and girls, galvanize advocacy efforts, and share knowledge and innovations.

For the 2021 campaign we co-ordinated with the Scotland-wide campaign which focused on #WhatWillYouDo and #LightUp. The campaign encouraged leaders and staff to make their pledges #WhatWillYouDo. Midlothian Council Cabinet approved a groundbreaking Equally Safe Housing and Homeless Policy in November 2021.

## **Safe & Together**

East Lothian and Midlothian have been committed to embedding the Safe & Together approach since 2018. It is an internationally recognised suite of tools and interventions designed to help child and adult professionals become domestic violence informed. In light of COVID, the Safe & Together Institute developed virtual programmes. We purchased licences with the DES funding as our approach to the training delivery.

In the year, 32 practitioners across East Lothian and Midlothian (32 East Lothian Council, 13 Midlothian Council and 6 Third Sector staff) completed the four-day practitioner-training course. The number completed was well below the annual target of 65, and completion of the four days proved challenging in the light of operational demands arising throughout the year, undoubtedly impacted by staffing pressures during COVID. At the end of the year, 37 staff were registered for the training but had not completed this. Through the two implementation groups in each area, and our L&PD Sub-group, we took time to understand the barriers to completing the training and we piloted a blended approach for staff to physically meet together to undertake the virtual training. Eight staff successfully completed this, feeding back that they would not have completed the training had they not been able to come together to undertake the training. Although a resource intensive approach for a small group, we are continuing this approach in the year commencing April 2022 to support some practitioners to undertake the training.

We have 38 managers who have completed the Supervisor Training, three of whom completed the programme, with a further eight starting the training in the year.

Audits have evidenced that supervisors who have undertaken the training programme are more likely to use the approach and associated tools within supervision. The implementation groups have assessed that there is evidence that training is having a positive impact on practice. The Implementation Groups are now well established and linked with the Improvement Service and national forum for Safe & Together to start exploring the evaluation framework.

## **Learning and Development**

We introduced on-line briefings for staff in the year, our first being on the Domestic Abuse Disclosure Scheme for Scotland (DSDAS), led by our Police partners. This proved to be popular, with 109 people attending our first briefing, and it has proved to be an efficient use of staff time (lasting one hour) and resource as no booking was required.

Our specialist agency partners at Edinburgh Rape Crisis Centre and Shakti Women's Aid supported our learning and development on VAWG by delivering four sessions on specific topic areas around gender based violence. These complemented our core training on VAWG and we will continue to raise awareness of some of the issues covered in these events – specifically around Black and Minority Ethnic Women's experiences of Domestic abuse, no recourse to public funds, responding to disclosures of rape and sexual assault and sexual violence and the justice process.

## **Development of Equally Safe in East Lothian and Midlothian**

To complement the work of our VAWG Delivery Sub-group, we commenced discussions with partners about ways to take forward an Equally Safe Strategy for each local authority area, focusing on prevention through culture change and education, and enhanced service response for survivors and their families. In November 2021, Midlothian Cabinet agreed to establish a Midlothian Equally Safe Strategy, the development of which was delayed due to operational and strategic capacity challenges arising from COVID and the response to the Ukrainian crisis. This will be taken forward in the year commencing April 2022 with support from the Improvement Service. East Lothian considered embedding Equally Safe into existing planning structures and will take forward their approach under their revised structural arrangements for the Community Safety and Justice Partnership.

## East Lothian and Midlothian MAPPA Group

One of our four Sub-groups is the East Lothian and Midlothian MAPPA Group (EMMG). Previously operating as the Offender Management Group since 2008, the Group had not met consistently during the previous year due to the impact of COVID. We undertook some developmental work to re-establish this Sub-Group, and changing its name was an important step in re-focusing its scope and purpose. The Group, with a new Chair from August due to the departure of the previous Chair, took time to properly consider its scope and relationship to the wider Edinburgh, Lothians and Scottish Borders Strategic Operating Group and MAPPA Operational Group. There are long established effective links.

The terms of reference for EMMG were revised and approved by EMPPC in March 2022, and the membership was reviewed. On a quarterly basis, the EMMG reviews the national dataset of 51 indicators relating to the different MAPPA levels, and we commenced work to review our local dataset that is considered by the P&QI Sub-group.

Over the year we have noted that in general, the data in relation to MAPPA in both East Lothian and Midlothian is stable, reflecting that quality assurance processes are working efficiently and effectively.

## Training and Learning and Development

During the year, we developed and published our [Learning and Development Strategy for 2021-23](#). Our Learning and Practice Development Sub-group is responsible for implementing and overseeing the strategy.

The overall aim of our strategy is to support our workforce across East Lothian and Midlothian to become increasingly competent and confident over time in their specific areas of responsibility and across all areas of Public Protection. We aim to promote a multi-agency learning culture and best possible practice. The focus of the strategy is on creating opportunities for delivering multi-agency training and learning, through training courses and online briefings. Our training is free to staff and carers from East Lothian and Midlothian.

The strategy covers a two year period from 2021-23, reflecting the changing landscape in how we design and deliver our services and the work of EMPPC, particularly given the challenges that the COVID pandemic posed on a traditional model of face-to-face training.

Our focus in the past year was on delivering a training schedule that provided 'recovery' from the impact of the operational challenges posed by the pandemic. Our key priority was to re-establish our 'core' training courses, which had not been taking place the previous year, and adapt our approach and training materials for on-line delivery. All our training in the year was delivered over Microsoft Teams, the details of which are shown in the table

below. Re-establishing training has taken up a significant amount of Lead Officer resource in the year.

We streamlined our approach to seeking feedback from attendees on training, moving to an electronic survey, which is easy to access on various devices and quick to complete. Our L&PD Sub-group reviewed evaluation reports of all training courses and we have used the feedback to make any necessary changes. Feedback has been overwhelmingly positive, particularly the multi-agency facilitation and mixture of presentations, case studies, short videos and input from different agencies. Some staff have commented that face-to-face training would be beneficial, and we will seek to introduce more face-to-face training over the coming year, blending this alongside on-line training.

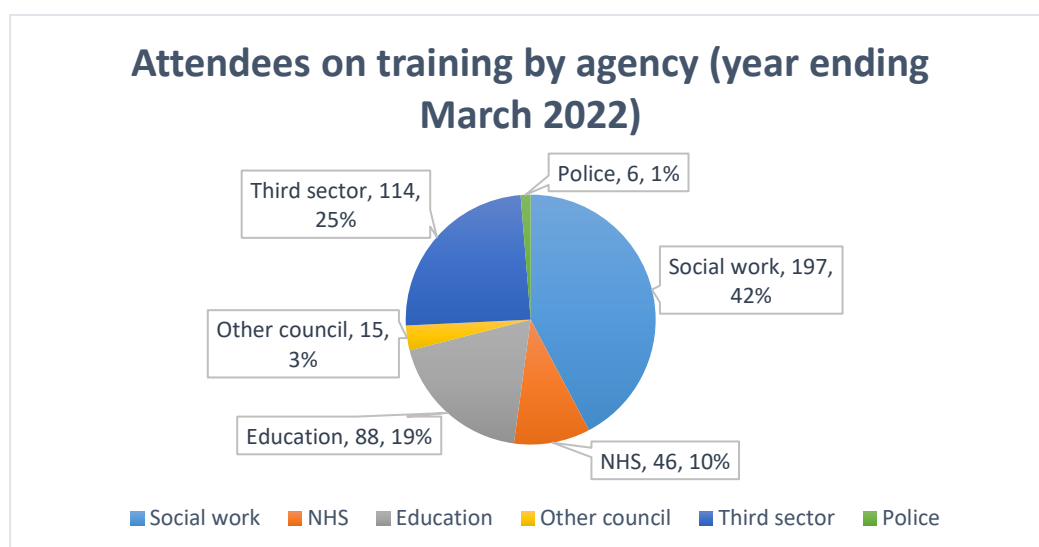
In the year, we streamlined our learning and development performance indicators and made improvements to the quantitative data collation, data quality and data presentation for the new reporting period of 2022/23.

We have good support from, and thank, our multi-agency partners who support and co-deliver our training with our ASP Lead Officer, CP Lead Officer and VAWG Co-ordinator.

### Our Training in the year – key highlights

- We delivered 20 training courses, three more than 2020-21;
- 466 staff, volunteers and carers from East Lothian and Midlothian attended training courses, which was an increase by 83.5% from the previous year; and
- 60.5% (282) of attendees at training provided feedback, with almost all reporting that they had increased their knowledge as a result of attending.

Time period	Number of attendees	Number of courses
Quarter 1, Apr - Jun	58	3
Quarter 2, Jul - Sept	68	3
Quarter 3, Oct to Dec	180	7
Quarter 4, Jan to Mar	160	7





<b>Course</b>	<b>Number delivered</b>	<b>Partners involved in delivery</b>
Child Protection Risk Assessment and Processes (Core training)	5	Education – East Lothian and Midlothian, Social Work – East Lothian and Midlothian, Scottish Children’s Reporter Administration, Public Protection Unit Police Scotland, NHS Lothian, Lead Officer, Public Protection Office
Improving our Practice on Violence Against Women (Core training)	4	Women’s Aid East and Midlothian, Public Protection Office
Adult Support and Protection Roles and Responsibilities (Core training)	2	Public Protection Unit Police Scotland, Social Work – East Lothian and Midlothian, Scottish Fire and Rescue Service, NHS Lothian
Public Protection is Everyone’s Responsibility (Core training)	2	Public Protection Office
Trauma, Domestic Abuse and Children and Young People	1	Caledonian Service
Domestic Abuse and Migrant Women who have No Recourse to Public Funds	1	Shakti Women’s Aid
Sexual Violence and the Justice Process	1	Edinburgh Rape Crisis Centre
Protecting Children and Young People with Disabilities	1	NHS Lothian
Protecting People from Serious Harm from Domestic Abuse – Assessing Risks and Referring to Marac	1	Women’s Aid East and Midlothian, Public Protection Office
Black and Minority Ethnic Women’s Experiences of Gender Based Violence	1	Shakti Women’s Aid
Responding to Disclosures of Rape and Sexual Abuse	1	Edinburgh Rape Crisis Centre

## Communications

### EMPPC Newsletter

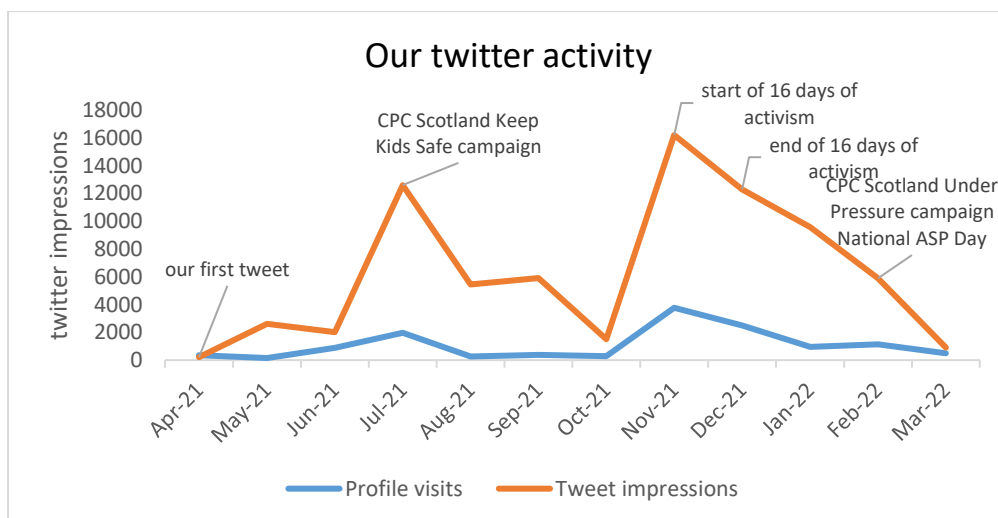
We launched our quarterly EMPPC Newsletter in November 2021, and our second in February 2022. It is distributed widely across our public and third sector partners and is primarily for staff working in East Lothian and Midlothian. Our aims are to provide an opportunity for staff to learn more about:

- The work of the Committee and its sub-groups and to help see its relevance and link to their day to day work. Our 'Meet the Committee' section gives an opportunity to hear direct from a Committee member about their role and contribution to the work of the Committee;
- Key practice topics through our 'Spotlight on' section – in our November edition we did a Spotlight on Prevent and Online Harm for Safer Internet Day in our February edition; and
- What is happening in the worlds of ASP, Child Protection and Violence Against Women and Girls, both locally and nationally – we covered a range of practice issues, with links to research, podcasts and videos.

We have had some positive and constructive feedback about our newsletter which we will use to build our approach over the coming year.

### Twitter

We made a modest foray into the world of twitter when we launched our twitter page in April 2021. The graph below shows some of the analytics from our twitter feed in the year, with our biggest audience reach at the launch of the 16 days of activism in November, and supporting national campaigns such as those from Child Protection Committees Scotland.



*Key: A Twitter impression (or impact) is generated when someone sees our tweet - e.g. if my tweet has been seen 10 times it means it has 10 impressions (or impacts). Profile Visits – The total number of users visiting your Twitter profile. Twitter Analytics will not count your own visits to your own profile. It does not include multiple visits from the same user*

## Some examples from our Twitter page

Apr 2021 • 30 days

TWEET HIGHLIGHTS

**Top Tweet** earned 213 impressions

Wondering what cuckooing is after **#LineofDuty**? It's when drug dealers take over the home of a vulnerable person to deal drugs. Worried about someone you know? Phone local social work or the police on 101 (or 999 in emergencies).

**#AdultProtection #Cuckooing**

**@ELHSCP @MidGov**

[pic.twitter.com/DmhhuKkmg2](https://pic.twitter.com/DmhhuKkmg2)



Nov 2021 • 30 days

TWEET HIGHLIGHTS

**Top Tweet** earned 5,256 impressions

Today is the global launch of 16 days to end violence against women and girls - it's everyone's business to take action!

**#whatwillyoudo #LightUp**

**@ELCouncil @midgov @ELHSCP**

**@MidlothianHSCP @PoliceScotland**

**@WomensAidEML @EdinRapeCrisis**

**@QMUniversity**

[pic.twitter.com/mziMLTgWoN](https://pic.twitter.com/mziMLTgWoN)



## Our approach to Communications

We had planned on a workshop with Committee and Sub-group members during the year, but had to cancel this due to technical difficulties in delivering this by Microsoft Teams. Nonetheless, we completed the planning for this to take place in early April 2022, the outputs of which we will use to further develop our approach to our communications as a Committee.

## Looking Ahead

There is a lot of work underway in East Lothian and Midlothian, via the Sub-groups of EMPPC and partnership activities. Our high-level aims are outlined overleaf. In addition to continuing to deliver training, learning and development activities and support communications about Public Protection, some of our current priorities include the following:

### **Adult Support and Protection**

- Support self-evaluation activity in East Lothian and Midlothian, and work with our partners in East Lothian to prepare for and engage in an external Adult Support Inspection
- Revision of our ASP Procedures and other associated documents in light of changes to the Code of Practice
- Implement an Escalating Concerns Protocol for use where other existing frameworks and legislation are not appropriate or feasible, but where concerns still exist about an adult at risk of harm

### **Child Protection**

- Work with NSPCC to undertake a Harmful Sexual Behaviour Framework (HSB) Audit to identify and develop an action plan to improve our responses to children displaying HSB
- Continue to work with partners in City of Edinburgh, Scottish Borders and West Lothian to develop revised Child Protection Procedures and will develop plans for implementation
- Implement the Scottish Child Interviewing Model

### **Violence Against Women and Girls**

- We will work with East Lothian and Midlothian to progress local strategies for Equally Safe
- We will develop supporting guidance to support staff and leaders in embedding the Commercial Sexual Exploitation Position Statement into practice
- Continue to support the embedding of the Safe & Together approach

## Our Strategic Priorities

What will we do (our high level aims)	What we are working to achieve	What difference will it make (outcome and impact)
<p><b>Continue to strengthen our leadership arrangements in Public Protection</b></p>	<p>To have effective partnership working arrangements and shared responsibility for Public Protection</p> <p>To have and communicate a shared vision for the delivery of Public Protection services across East Lothian and Midlothian</p> <p>To work with the planning partnership arrangements to identify issues and influence responses within local plans</p>	<p>We can demonstrate that children, young people and adults are safer and better protected from risk of harm:</p> <ul style="list-style-type: none"> <li>• Children, young people and adults receive the right support at the right time to prevent harm and reduce the impact of harm</li> <li>• Child and ASP concerns are recognised and responded to in a trauma informed way (with compassion, care and protection)</li> <li>• We are meeting and improving our agreed performance standards in key processes and practice</li> <li>• Staff are competent and confident in recognising risk and harm and responding appropriately</li> </ul>
<p><b>Provide and support the implementation of multi-agency procedures and guidance for staff working in Public Protection</b></p>	<p>To lead and guide staff in their practice</p> <p>To promote a collaborative and integrated approach to reducing harm</p>	
<p><b>Continue to develop our performance framework and approach to quality improvement</b></p>	<p>To ensure that we are collating and analysing the right type of information to support performance monitoring and continuous improvement</p>	

## Our Strategic Priorities

What will we do (our high level aims)	What we are working to achieve	What difference will it make (outcome and impact)
<p><b>Promote and support a learning culture by providing staff with multi-agency learning and development opportunities in Public Protection</b></p>	<p>To ensure that we are influencing services to respond to emerging risks and trends</p>	
	<p>To support the transfer of learning into practice</p>	
	<p>To promote and embed a culture of learning</p>	
	<p>To support the workforce in East Lothian and Midlothian to become increasingly competent in their specific areas of responsibility and across all areas of Public Protection, through the provision of shared learning opportunities</p>	
	<p>To support staff to build effective working relationships and shared understanding of roles and responsibilities</p>	

**REPORT TO:** Policy and Performance Review Committee

**MEETING DATE:** 15 December 2022

**BY:** Executive Director for Place

**SUBJECT:** Roads Asset Management –  
Annual Status and Options Report 2022

**5**

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## **1. PURPOSE**

- 1.1 This purpose of the report is to present a summary of the council's road assets status as of financial year 2021-22. It:
- describes the status of the asset, its current condition, and performance;
  - defines the value of the assets;
  - details the service that the asset and current budgets are able to provide;
  - presents the options available for the future.
- 1.2 In accordance with the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Transport Infrastructure Assets, road assets are split in to 6 distinct Asset Groups: Carriageways; Footways and Cycleway; Street Lighting Status; Structures; Traffic Management Status and Street Furniture.
- 1.3 This report advises on Carriageways, Footways, Street Lighting, Traffic Management Systems, Electric Vehicle (EV) Charging Points and Structures, that are referenced in Appendix A - Status and Options Report 2022.

## **2. RECOMMENDATIONS**

- 2.1 To note the content of the report.
- 2.2 To note Officers' recommendation of investment for each of the assets covered within the report.

### **3. BACKGROUND**

- 3.1 East Lothian Council in conjunction with the Society of Chief Officers for Transportation Scotland (SCOTS) have commissioned Atkins to assist in the development of an Asset Management Framework. Atkins will assist with the delivery of a structured approach to Roads Asset Management Planning, in line with Central Governments financial reporting requirements. It will also be compliant with International Financial Reporting Standards (IFRS) and meet the needs of Whole of Government Accounts (WGA).
- 3.2 This report complements the Road Asset Management Plan (RAMP). It provides information to assist with budget setting for the Roads Infrastructure Asset Groups.
- 3.3 The status of the Asset Group is provided in terms of current condition, investment options, outputs that are deliverable and the standards being achieved.
- 3.4 The report considers the following options:
- No investment;
  - A continuance of current funding levels;
  - The predicted cost of maintaining current condition;
  - An investment for condition improvement (carriageways only).
- 3.5 The report adopts the ethos of long-term forecasts as Road Assets deteriorate slowly. The impact of a level of investment cannot be shown by looking at the next couple of years. The report includes 20-year forecasts to enable decisions to be taken with an understanding of their long-term implications.
- 3.6 To reflect continuing budgetary pressures the report contains an assessment of the impact for each option presented. In some instances, however, the level of detail of assessment is currently hindered by an absence of data. Commentary on data accuracy is provided in Appendix A.

#### **Carriageways**

- 3.7 Although the recent condition shows an improvement on the previous year, the Carriageway long-term condition trend suggests a 'steady state' picture (Fig 1.2).
- 3.8 The costs of Planned Maintenance – Corrective Treatments, in particular Carriageway Reconstruction, are prohibitive. A Preventative Treatment approach should mitigate the need to invest significantly, if interventions are timed appropriately. Short-term under-investment could result in major long-term expenditure necessary to rectify major defects, which could have been addressed earlier.



- 3.9 This is borne out by the fact that current investment in the Asset is decreasing. With inflationary material and labour costs, increased health and safety and design costs, material investment on the ground has reduced and this will only become more exasperated with budgets diminishing adding pressure to keep roads in a safe condition. However, through careful management of resources and the adoption of a Preventative Maintenance Strategy, a slower deterioration of the Asset can be achieved, provided we have sufficient investment.
- 3.10 In monetary terms, this is described as the Annualised Depreciation (ADC) of the Asset currently calculated to be £10,102,436.
- 3.11 Furthermore, the effects of the Covid pandemic and the postponement of critical planned maintenance works along with the severe winter weather conditions will have an effect on the road condition. If a significant investment is not made within the following years then we are to expect an accelerated decline in the carriageway asset condition.
- 3.12 An analytical assessment of Carriageway Options provides a review of potential treatment strategies, and considering the evidence, it is recommended that East Lothian Council adopt **Option 4 Improvement**.
- 3.13 This Option recommends that the council increase its investment while maintaining the preventative maintenance strategy in order to best utilise the monies available. Current level of investment is £3.9m and we recommend £5.57m.

### **Footways**

- 3.14 Footway survey data is over 5 years old will require updating. However, Covid has prevented this from happening. To address this, a full footpath DVI assessment should be undertaken in 2023, and going forward a more regular assessment of the footpath network condition will be required annually to understand and monitor deterioration over the longer term.
- 3.15 Only 3% of footways are regarded to be Condition 4 – Major deterioration (Figure 2.2).
- 3.16 Investment in 2021/22 is below the steady state figure and this also includes cycle / footpath improvements that have been invested on existing infrastructure. The annualised depreciation of the footway asset is calculated to be £2,302,743. (Table 2.1)
- 3.17 An analytical assessment of Footway Options (Section 2.1) provides a review of potential treatment strategies. It is recommended that East Lothian Council adopt **Option 4 – Minimising Deterioration**.
- 3.18 This Option will remove major deterioration (condition four) in year one, reduce minor deteriorated footways (condition three) and potentially aid in data collection. Current level of investment is £800k and we recommend £1.3m.

## Street Lighting

- 3.19 East Lothian Council as the Roads Authority currently maintain 18,501 street lighting columns. There is currently a high growth in the street lighting asset base due to the upturn in housing land development. Approximately 2000 assets are currently in the adoption pipeline, with more to follow every year.
- 3.20 The number of Street Lighting Columns that have exceeded their expected service life (ESL) is currently 5,512. These columns are painted mild steel construction and the majority are suffering from signs of advanced corrosion. Maintenance budgets are concentrated on replacing these units.
- 3.21 There are no Street Lighting Luminaires, which have exceeded their ESL, 95% of units have been converted to LED however 5% of existing assets still utilise high-energy consumption technology. These will be converted to LED over the next two years subject to sufficient funding being made available.
- 3.22 Investment in the Street Lighting stock has increased over recent years, but is well below the annualised depreciation value (ADC), leaving an annual maintenance backlog of column and luminaire renewal.
- 3.23 Energy costs are expected to increase despite mitigation by procurement arrangements and the installation of LED luminaires. Wholesale energy prices are determined by the marketplace, which is influenced by the mix of power generating options, renewables, energy security, network growth, investment and regulations make the energy landscape difficult to predict. Consequently, a pessimistic bias should be used to forecast costs.
- 3.24 An assessment of Street Lighting Columns and Luminaire renewal options provides an overview of potential treatments and strategies. It is recommended that East Lothian Council adopt **Option 3 for Column renewal of £2m p.a. and Option 2 for Luminaire renewal of £300,000.**

## Traffic Management Systems

- 3.25 The Traffic Management System Assets have increased by more than 10% in the last 5 years.
- 3.26 The majority of Traffic Signal equipment is within their expected service life. The ones that have exceeded their expected service life have been inspected and their working condition is considered satisfactory.
- 3.27 The annualised depreciation of the Traffic Management System asset is calculated to be £108,800 (Table 4.1).
- 3.28 An assessment of Traffic Management Systems Options provides an overview of potential strategies. It is recommended that East Lothian Council adopt **Option 1 - Current Level of Investment of £70,000.**

3.29 A programme of replacing existing incandescent traffic signals with energy-efficient LED units is underway. Based on the current level of investment 5 sites per year will be upgraded until all are swapped out, which will take approximately six years. The replacement programme is going to provide significant benefits:

- Over 75% savings in energy and carbon
- Reduced maintenance – no need for regular bulb cleaning or replacement
- LED units provide improved visibility in all conditions
- Extends the life of your existing infrastructure by 10 - 15 years

### **EV Charging Points (Street Furniture)**

3.30 There is currently a high growth in the EV Charging Point Assets through funding obtained from different organisations including, Transport Scotland and the Office of Zero Emission Vehicles (OZEV).

3.31 All chargers are inspected and serviced annually. All assets are covered by warranty and maintenance packages, they are therefore in a very good condition.

3.32 All chargers will be managed to remain in a safe, operable condition for a minimum of 10 years from date of installation, in order to be compliant with the 100% Grant Funding conditions.

3.33 While existing tariffs cover energy and maintenance cost will have to consider revenue cost for renewal at end of life when grants are finished.

### **Structures**

3.34 There has been no growth in Road structures assets in the last 5 years. There are a small number of additional structures coming on line; mostly minor culvert structures as part of housing developments with roads submitted for adoption. A new structure supporting the A1 is currently under construction as part of the QMU/A1 junction improvement scheme.

3.35 The service life of structures asset is generally significantly longer than other road assets and may only require cyclic, damage corrections or localised interventions. Complete asset replacement is rare, typically one bridge a year.

3.36 The annualised depreciation of the structures asset is calculated to be £670,719.

3.37 An assessment of Structures Options provides an overview of potential strategies. It is recommended that East Lothian Council adopt **Option 1 - Current Level of Investment £250,000 per annum.**

## **4 POLICY IMPLICATIONS**

- 4.1 The report supports East Lothian Council Climate Change Strategy, reduce emissions and create an increasingly sustainable East Lothian.

## **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 – Construction material prices rose for 11 of the 12 months in 2021 and prices have continued to soar during 2022. The consequences of Russia’s invasion of Ukraine have joined forces with a surge in demand for construction products, Ofgem’s permitted energy price hikes, high inflation, the ramifications of Brexit and fall-out from Covid-19 to substantially increase construction material prices. The substantial cost increases experienced mean that we are unable to carry out as much work for the same money. The majority of the material spend is on bituminous materials for carriageway and footway resurfacing / repair works; this alone has seen an increase of between 20% and 30% during this period.
- 6.2 Personnel – none.
- 6.3 Other – none.

## **7 BACKGROUND PAPERS**

- 7.1 None.

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<b>DATE</b>	October 2022

# **ROADS INFRASTRUCTURE**

## **Appendix A**

### **Status and Options Report 2022**

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## 1.0 CARRIAGEWAY STATUS

### Road Length

A Class Roads	117.5 km
B Class Roads	167.6 km
C Class Roads	200.1 km
Unclassified Roads	587.4 km

(as of April 2020)

### Road Condition

The condition of the Roads is measured by the Scottish Road Maintenance Condition Survey (SRMCS) that assesses parameters such as, ride quality, rut depth, intensity of cracking, texture depth and edge condition. This provides an indication of the residual life of the road structure.

The Road Condition Index (RCI) is a measure of the percentage of our roads that require attention.

Green - an RCI score <40 - where the carriageway is generally in a good state of repair;

Amber - an RCI score  $\geq 40$  and <100 - where some deterioration is apparent which should be investigated to determine the optimum time for planned maintenance treatment;

Red - an RCI score  $\geq 100$  - where the carriageway is in poor overall condition which is likely to require planned maintenance soon (ie within a year or so).

The RCI graph (Figure 1.2) shows the trend over the last years, overall condition in Blue and poor RCI in Red.

Historically investments in Roads across the UK has been low, which has an impact on the overall condition of the Road Network.

### Road Valuation

The Gross Replacement Cost and Depreciation Values for the carriageway can be seen in Table 1.1 (2019 figures). The annualised depreciation of £10.102m represents the average amount by which the asset will depreciate in one year if there is no investment in renewal of the asset.



Figure 1.1

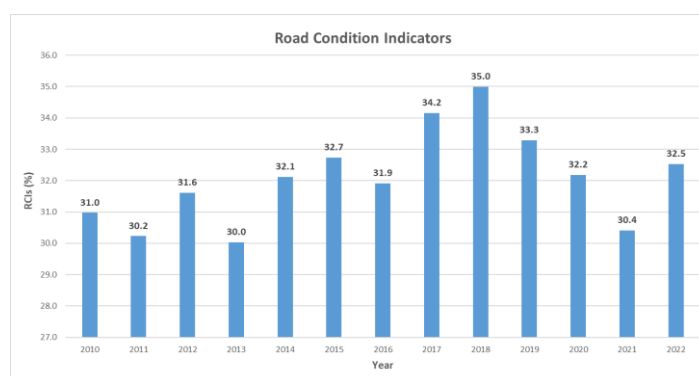


Figure 1.2

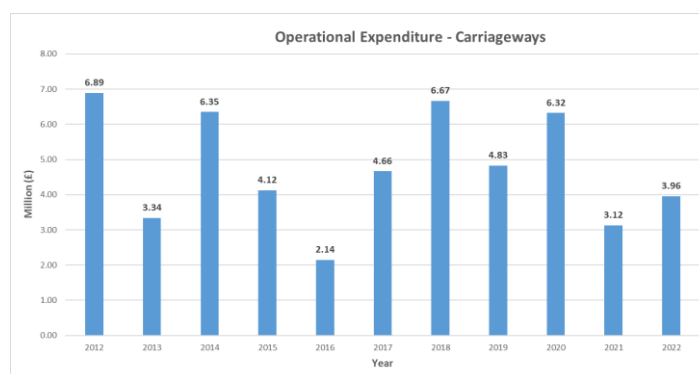


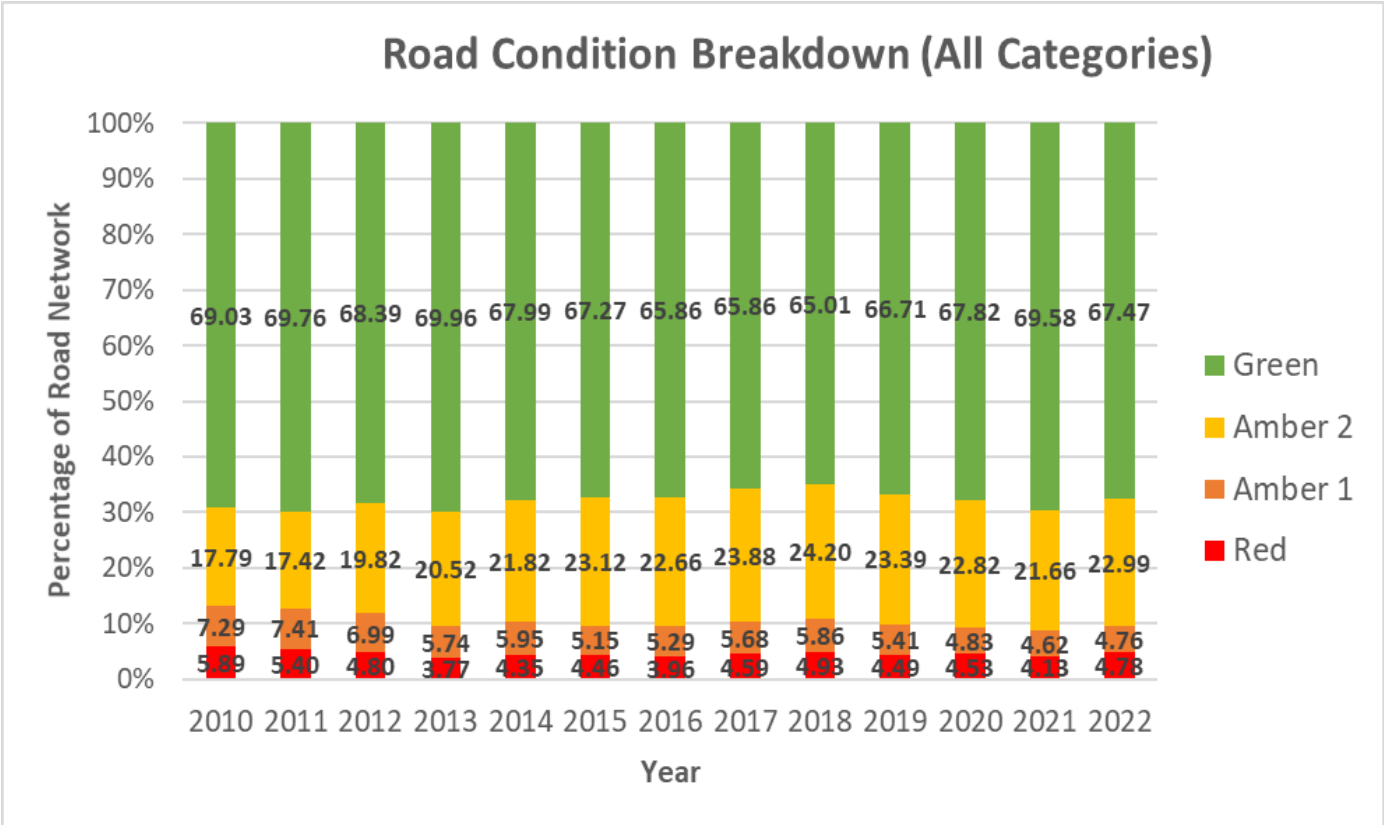
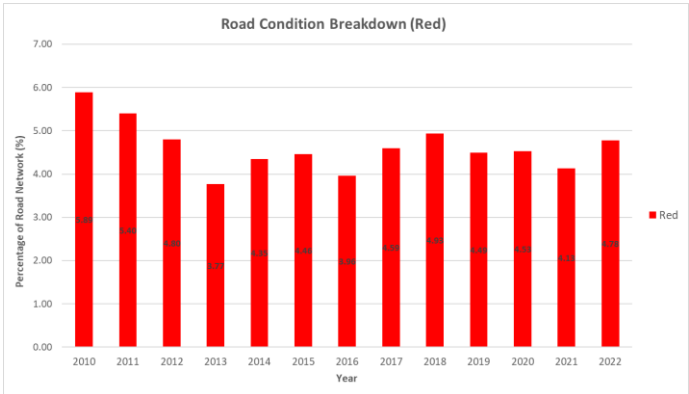
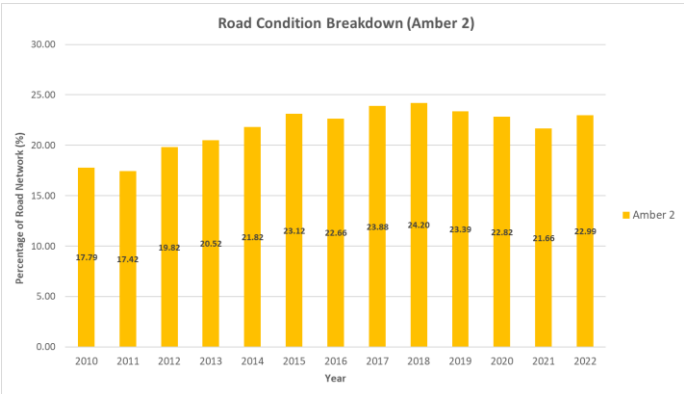
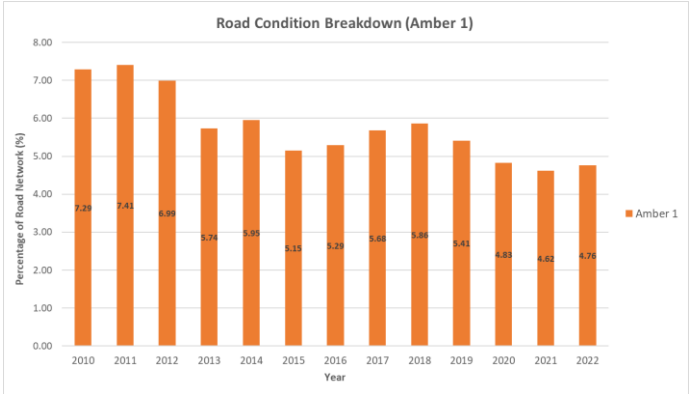
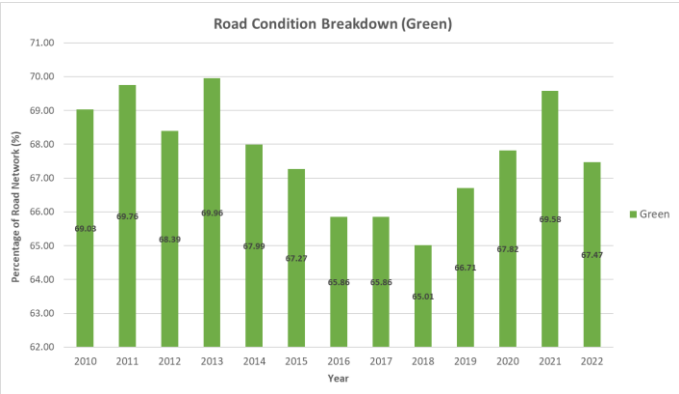
Figure 1.3

Table 1.1

Carriageway Valuation			
Road Classification	Gross Replacement Cost	Depreciated Replacement Cost	Annualised Depreciation Cost
Principal (A) Roads (Urban)	£47,582,711	£43,667,737	£385,978
Principal (A) Roads (Rural)	£85,028,613	£75,009,945	£1,000,167
Classified (B) Roads (Urban)	£43,337,801	£40,012,034	£351,933
Classified (B) Roads (Rural)	£126,400,657	£107,739,750	£1,752,692
Classified (C) Roads (Urban)	£16,570,510	£14,953,041	£163,529
Classified (C) Roads (Rural)	£124,702,810	£104,343,120	£1,893,572
Unclassified Roads (Urban)	£204,654,245	£176,106,891	£3,348,270
Unclassified Roads (Rural)	£88,458,751	£75,362,012	£1,206,294
<b>Total</b>	<b>£736,736,098</b>	<b>£637,194,530</b>	<b>£10,102,436</b>

# 1.1 CARRIAGEWAY CONDITION BREAKDOWN

The graphs below show the carriageway condition for the last years on all different categories as described previously.





## 1.2 CARRIAGEWAY INVESTMENT OPTIONS

### 1 – NO INVESTMENT

Zero investment would lead to severe deterioration, with 56.85% of the carriageway requiring attention after 20-years. The volume of reactive temporary repairs would rise rapidly, year on year, as would public liability claims. Customer satisfaction levels can be expected to decrease significantly.

### 2 – CURRENT LEVEL OF INVESTMENT

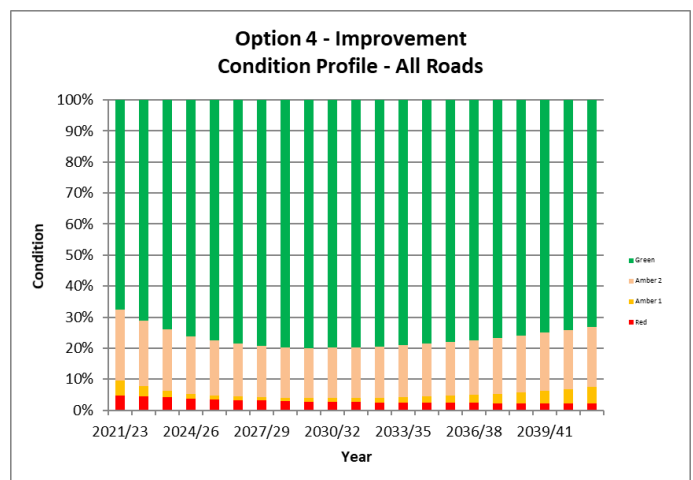
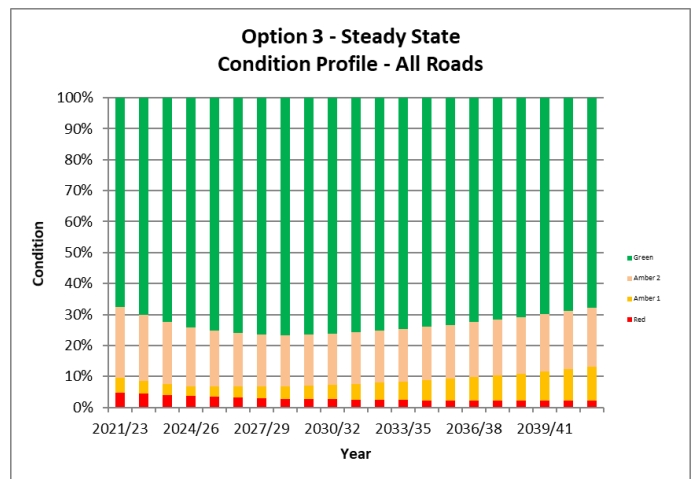
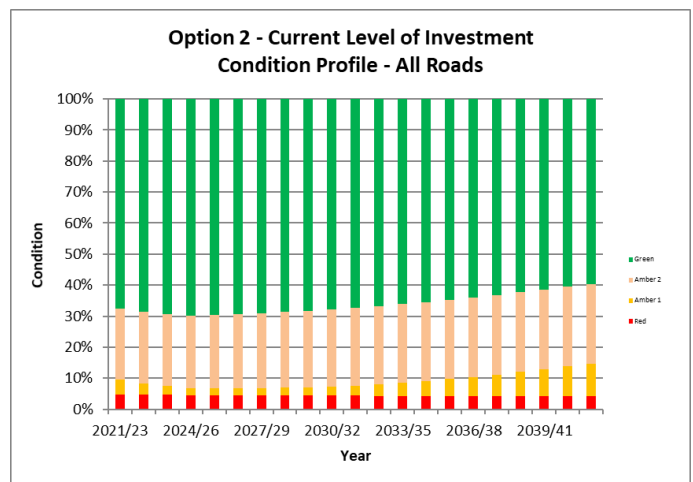
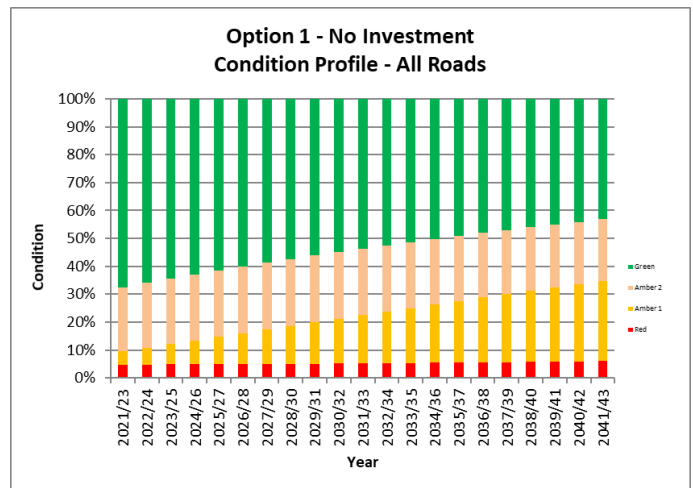
An annual capital investment of £3.9m would lead to sustained deterioration, with 40.35% of the carriageway requiring attention after 20-years. The volume of reactive temporary repairs would steadily rise, year on year, as would public liability claims. Customer satisfaction levels can be expected to steadily decrease.

### 3 – STEADY STATE

An annual capital investment of £4.55m would maintain existing Road Condition of 32.53%. The volume of reactive temporary repairs, public liability claims and levels of customer satisfaction can also be expected to be maintained. The road will still be vulnerable to significant deterioration in the event of a severe winter.

### 4 – IMPROVEMENT

An annual capital investment of £5.57m would lead to an improvement, with only 20.31% of the carriageway requiring attention after 10 years. The volume of reactive temporary repairs would significantly reduce, as would public liability claims. Customer satisfaction levels would improve significantly. However, a slow deterioration would start after 10 years if the initial level of investment was adopted, with 26.72% of the roads requiring attention after 20-years.



## **1.3 CARRIAGEWAY KEY ASSET ISSUES**

### **Structural Vulnerability**

The survey indicates that rural public roads in East Lothian are of a poor condition and require immediate investigation and possible treatment.

Additionally, severe winter weather conditions (impairment) would significantly accelerate damage to the carriageway network.

### **Level of Investment**

The level of investment on public roads in East Lothian has not been sufficient to limit the decline in the overall condition of the network. No significant improvement of its condition has been accomplished since 2007. Appropriate investment can achieve a well-managed road network.

### **COVID-19 Effect**

During the pandemic and following Government Guidelines for social distancing the focus and priority was to carry out emergency repairs and other essential urgent work, which meant the majority of our planned works for maintenance was put on hold. This, along with the severe weather conditions throughout the winter, will have a critical effect on the road condition. If a significant investment is not made the following years then we are to expect an extreme decline in the asset condition.

## 2.0 FOOTWAY STATUS

### Footway Length

Bituminous	438.9 km
Slabs / Flags	15.7 km
Natural Stone	6.8 km
Concrete	20.0 km
Blocks	0 km

Total Footway Length = 481.3 km

The condition of the footway asset is obtained using the East Lothian Footway Condition Assessment Process. This is an aging asset which will have longer-term investment requirement (Figure 2.1).

The condition referred to is the 2013/14 assessment.

The level of condition is considered good with only 3% of footways with major deterioration (Condition 4).

### Condition Band Descriptions

- Condition 1 – As New
- Condition 2 – Aesthetically Impaired
- Condition 3 – Minor Deterioration
- Condition 4 – Major Deterioration

### Footway Valuation

The Gross Replacement Cost and Depreciation Values for the footway can be seen on the table on the right. The annualised depreciation of £2.3m represents the average amount by which the asset will depreciate in one year if there is no investment in renewal of the asset Table 2.1 (2019 Figures).



Figure 2.1

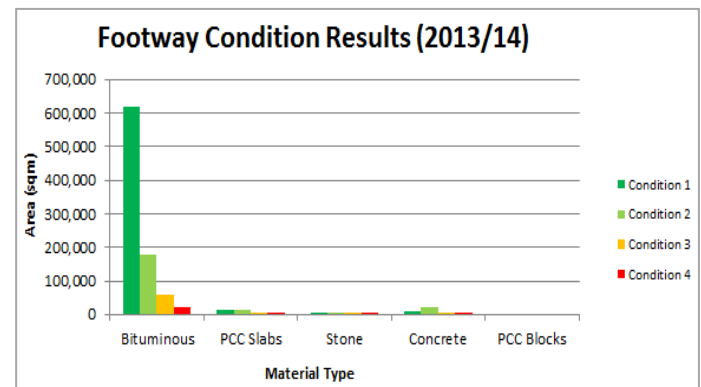


Figure 2.2

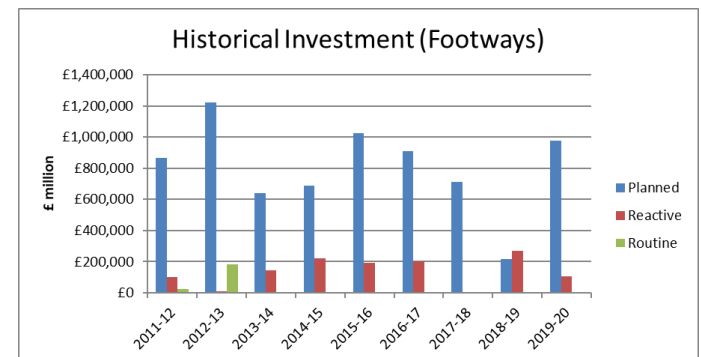


Figure 2.3

Table 1.1

Footway Valuation			
Material Type	Gross Replacement Cost	Depreciated Replacement Cost	Annualised Depreciation Cost
Bituminous	£122,588,280	£82,098,941	£2,273,443
Slabs	£2,641,893	£1,810,129	£31,161
Stone	£4,976,807	£3,378,158	£47,729
Concrete	£3,465,299	£2,299,442	£19,492
Blocks	£0	£0	£0
<b>Total</b>	<b>£133,672,278</b>	<b>£89,586,671</b>	<b>£2,371,826</b>

## 2.1 FOOTWAY INVESTMENT OPTIONS

### OPTION 1 – NO INVESTMENT

Zero investment would lead to severe deterioration, with 23% of our footways requiring attention after 20-years. The volume of reactive temporary repairs would rise rapidly, year on year, as would public liability claims. Customer satisfaction levels can be expected to decrease significantly.

### OPTION 2 – CURRENT LEVEL OF INVESTMENT

An annual capital investment of £800k would lead to sustained deterioration, with 27% of our footways requiring attention after 20-years. The overall level of condition four reduces to 0% which is the main target of this option. The volume of reactive temporary repairs would rise rapidly, year on year, as would public liability claims. Customer satisfaction levels can be expected to decrease significantly.

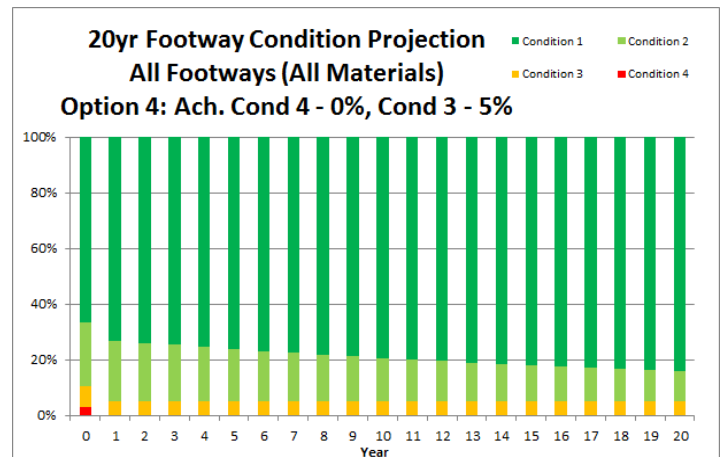
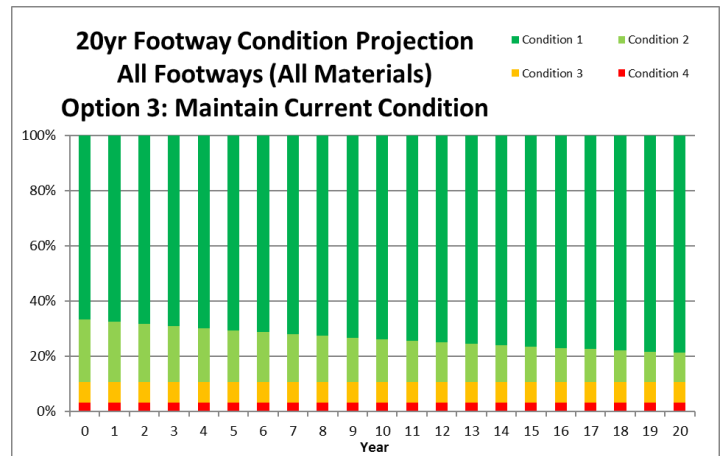
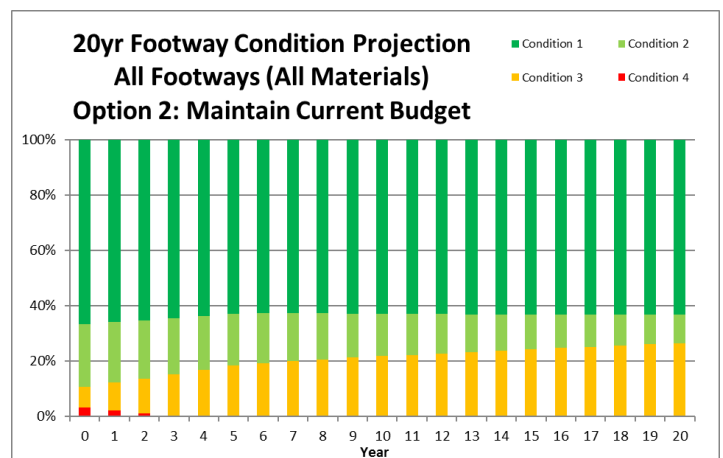
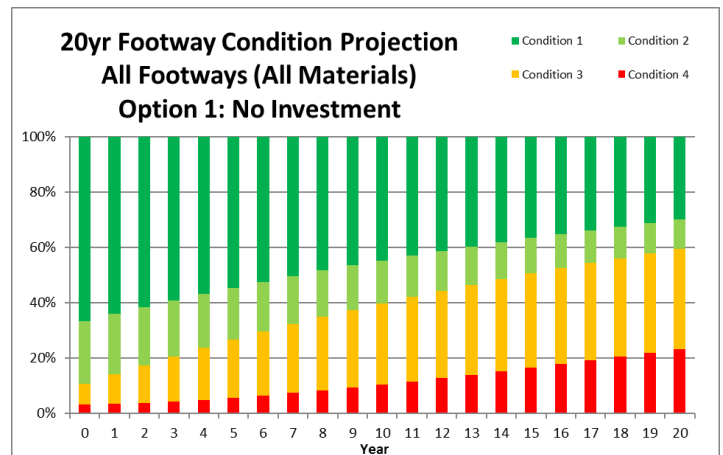
### OPTION 3 – STEADY STATE

An annual £1m capital investment would maintain existing Road Condition of 11%. The level of minor and major deteriorated (condition three and four) footways remaining the same over time. The volume of reactive temporary repairs, public liability claims and levels of customer satisfaction can also be expected to be maintained.

### OPTION 4 – MINIMISING DETERIORATION

An annual capital investment of £1.3m would reduce minor deteriorated (condition three) footways to 5% and remove all major deteriorated (condition four) footways in year one and then maintain steady state for year 20.

The volume of reactive temporary repairs would significantly reduce, as would public liability claims. Customer satisfaction levels would improve significantly.



## **2.2 FOOTWAY KEY ASSET ISSUES**

### **Investment**

The need for improvements in footways and cycleways will be necessary to enable the success of Sustainable Transport Strategies. An important aspect is to ensure the condition of the footways is acceptable and in rural areas there is a need to investigate joining up isolated sections of footway which will encourage more use of the footways.

### **Data Reliability & Priorities**

Footway survey data is over 5 years old and does need to be updated. The cycle of data collection needs to be formalised and rigorously followed. Accordingly, long-term condition analysis is difficult and the accurate prediction models is problematic. Resourcing of the inspection regime can be challenging due to conflicting service area priorities but will need to be demonstrable to ensure reliability of data.

### 3.0 LIGHTING STATUS

#### Lighting Assets

Lighting Columns	18,501
Cable Length	429 km

#### Condition

Over 30% of our lighting columns have exceeded their service life. Non galvanised steel columns make up this category and maintenance budgets are concentrated on replacing these units. Columns of this type on mains roads are typically 8 to 10m in height and are considered a higher risk. They are inspected annually for signs of corrosion and replaced accordingly.

A structural testing programme is ongoing to identify columns in poor condition for replacement. An electrical test and inspection programme is also in place, which includes cable and cabinet test details and cable schematic diagrams. Cyclic inspections are carried out over a 6- to 8-year cycle.

95% of the network has been converted to LED. A programme to replace or upgrade the remaining 5% of non-LED lanterns over a two-year period is ongoing.

Figure 3.1 highlights a typical deterioration at the base of a lighting column.

**Gross Replacement Cost - £45M**



Figure 3.1

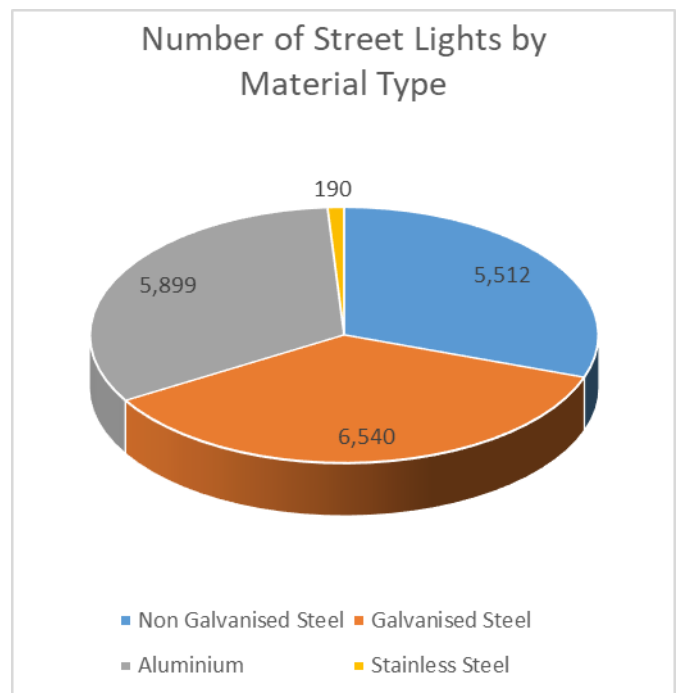


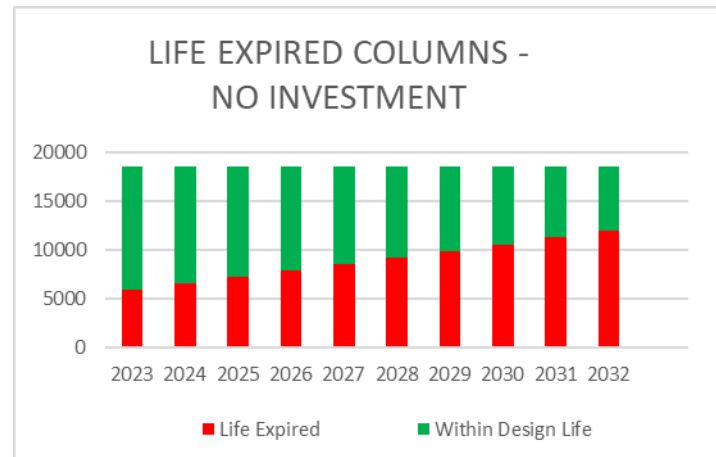
Figure 3.2

### 3.1 COLUMNS OPTIONS

#### COLUMN OPTION 1 –

##### NO INVESTMENT

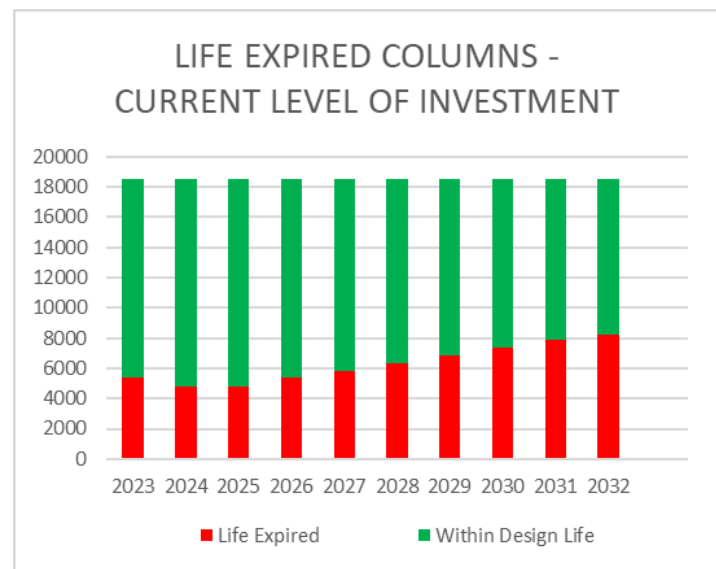
Zero investment would lead to further deterioration of the network, 30% of our columns have exceeded their design life, many by over ten years. The volume of reactive temporary repairs would rise rapidly, year on year, as would public liability claims. The risk of column collapses will rise and customer satisfaction levels can be expected to increase significantly.



#### COLUMN OPTION 2 –

##### CURRENT LEVEL OF INVESTMENT - £700K P.A.

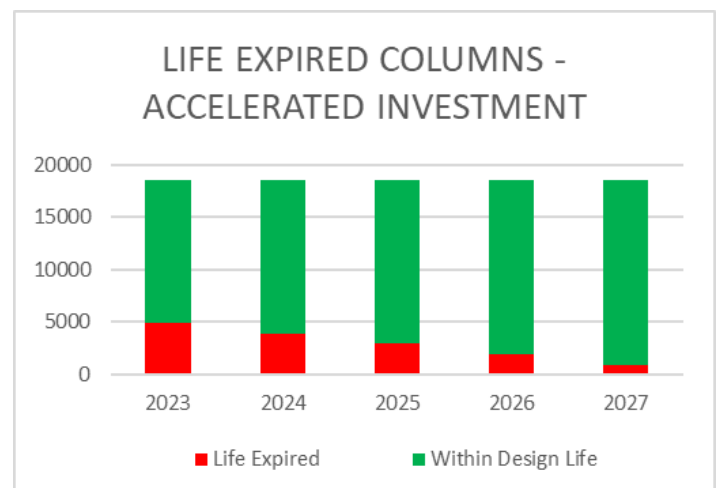
Continuing current investment means that the backlog of columns which are now beyond their design lives can only be addressed at a rate of 3% per annum. This will lead to a situation where steel columns may still be in place at an age of 60/70 years. In 2025 galvanised steel columns will start reaching the end of their design life which will increase the number of columns “at risk”. The risk of structural failure at these age profiles is significant. An increase in reactive repairs is expected and structural tests are now conducted on an annual basis to identify units at risk of collapse.



#### COLUMN OPTION 3 –

##### REPLACEMENT OF BACKLOG - £2M P.A. 5 YEAR PROGRAMME

A five year programme to replace all obsolete un-galvanised steel columns. This will significantly reduce the risk of structural column failure and bring the column age profile up to acceptable levels for the next 5 years.



## 3.2 LUMINAIRE OPTIONS

### LUMINAIRE OPTION 1 –

#### ZERO INVESTMENT

95% of the network has now been converted to LED and significant savings have been made. If the programme was to be discontinued the remaining 5% of the network would prove difficult and expensive to maintain as replacement parts are being phased out or prohibitively expensive to purchase. Rising energy costs would not be optimised leading to higher demands on available budgets.

### LUMINAIRE OPTION 2 –

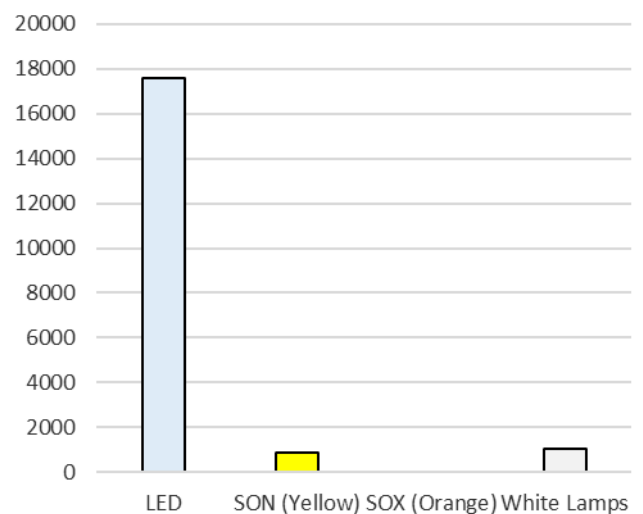
#### MAINTAIN CURRENT PROGRESS £300K P.A.

Continue our strategy of LED upgrade replacing obsolete equipment with high efficiency modern units. All lanterns converted by 2023. Energy cost rises are mitigated over the period of installation and maintenance costs are reduced.

The current luminaire replacement strategy has been a success with energy costs saved in the region of £350,000. Maintenance costs and the need for replacement parts will be significantly reduced over the forthcoming years as our procurement strategy for LED lanterns has obtained 12 year warranties on all products purchased now, and in the future. The lanterns themselves are expected to remain in service for at least 25 years.



Current Luminaire Light Sources





## 4.0 TRAFFIC MANAGEMENT STATUS

### Traffic Signals

#### Junctions

Minor	1
Medium	34
Major	3

#### Pedestrian Crossings

Single Carriageway	52
Double Carriageway	0

### Traffic Signals Condition

The condition of Traffic Signals assets is determined by periodic electrical and structural inspections carried out on an annual basis.

The decision on whether to replace assets that have exceeded the ESL is only made after annual inspection results are reviewed. Some assets are therefore not replaced at the end of their ESL, resulting in a misleading “maintenance backlog”.

Only 10 of our units are exceeding their expected service life however, they have all passed their annual inspection and their operation is deemed satisfactory without any issues.

### Traffic Signals Valuation

The Gross Replacement Cost and Depreciation Values for the signals can be seen on the table on the right (2019 figures).

The annualised depreciation of £108,800 represents the average amount by which the asset will depreciate in one year if there is no investment in renewal of the asset.

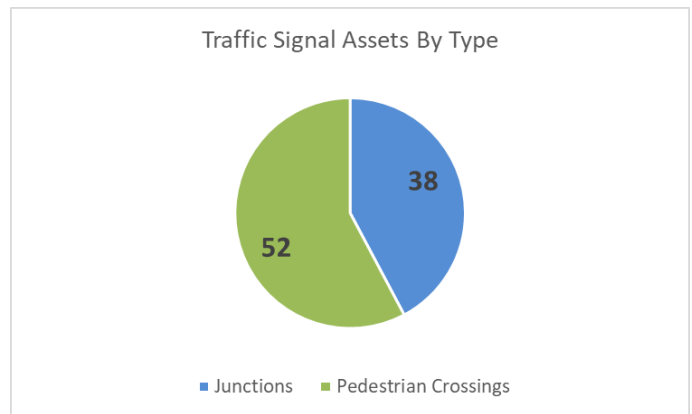


Figure 4.1



Figure 4.2

Table 4.1

Traffic Management System Assets	Gross Replacement Cost	Depreciated Replacement Cost	Annualised Depreciation Cost
<b>Traffic Signal (Junction) Subtypes</b>			
Minor Junction	£126,000	£93,550	£4,425
Medium Junction	£1,100,000	£683,500	£38,500
Major Junction	£60,000	£47,250	£2,125
Complex Junction	£0	£0	£0
<b>Traffic Signal (Pedestrian Crossing) Subtypes</b>			
Single Carriageway	£1,785,000	£1,095,000	£63,750
Double Carriageway	£0	£0	£0

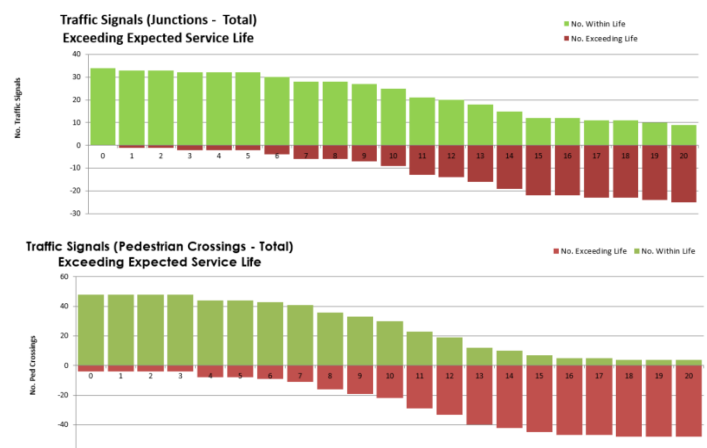


Figure 4.3

## 4.1 TRAFFIC MANAGEMENT OPTIONS

### OPTION 1 – CONTINUE CURRENT LEVEL OF INVESTMENT

An annual capital investment of £70,000 would lead to sustained deterioration.

The volume of reactive temporary repairs would rise rapidly, year on year, as would public liability claims. Customer satisfaction levels can be expected to decrease significantly.

### OPTION 2 – STEADY STATE

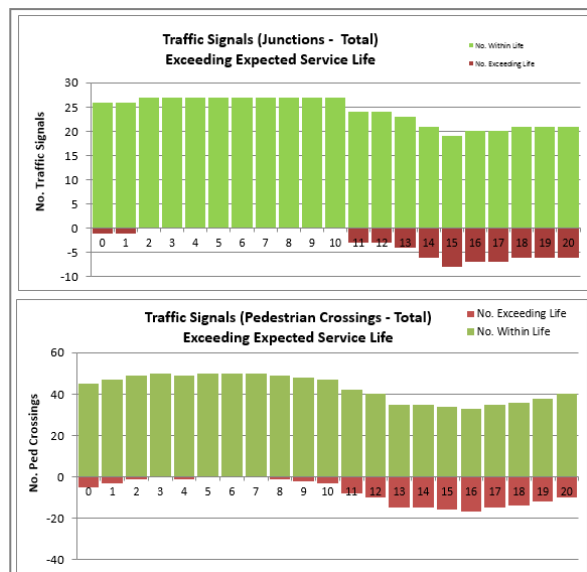
A steady state would be achieved with an annual investment equal to the annual depreciation amount.

The volume of reactive temporary repairs, public liability claims and levels of customer satisfaction can also be expected to be maintained.

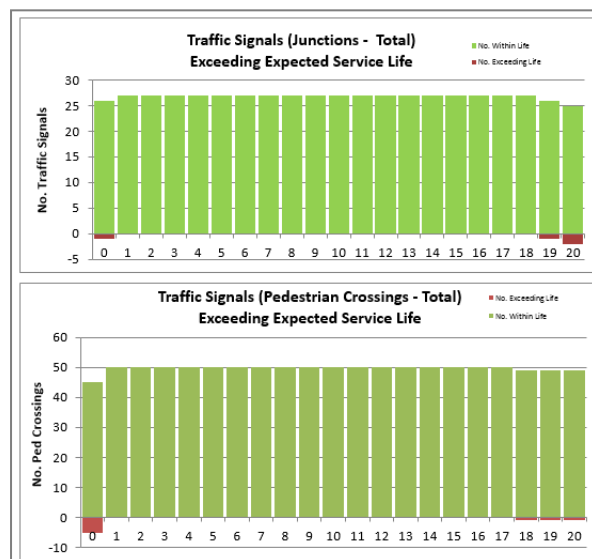
### OPTION 3 – NO REPLACEMENT UNTIL NECESSARY

Assets to be monitored through annual electrical and structural inspections. Their condition to be reviewed before a replacement is determined.

The volume of reactive temporary repairs would rise, year on year. Customer satisfaction levels can be expected to decrease.



Option 1 – Current Level of Investment



Option 2 – Steady State

## 5.0 PUBLIC EV CHARGER STATUS

### Quantity & Type

50-150kW Journey Chargers:	23
7-22kW Destination Chargers:	79
7-22kW On-Street Chargers:	39
Total chargers	141
Total synchronous sessions possible:	238

A further 24 Destination & 50 On-Street chargers will be delivered through the FY21/22 programme.

### Condition

All chargers are annually inspected & serviced, covered by warranty and maintenance packages and therefore maintained in a very high condition.

Age (years)	4	3	2	1	0	Total
<b>Journey</b>	0	10	8	4	1	23
<b>Destination</b>	5	26	35	6	7	79
<b>On-Street</b>	0	0	0	7	32	39
<b>Total</b>	5	36	43	17	40	141

All chargers are constructed to remain in a safe, operable condition for a minimum of 10 years as a condition of the 100% Grant Funding used.

### Condition Band Descriptions

- Condition 1 – As New: All
- Condition 2 – Aesthetically Impaired: None
- Condition 3 – Minor Deterioration: None
- Condition 4 – Major Deterioration: None

### Valuation & Investment

No RAMP methodology exists for calculating EVCP Gross Replacement Cost or Depreciation Values. However, it is expected that our simple, reliable Destination & On-Street chargers (the bulk of our assets) will remain attractive and economical to maintain after the initial 10 year period. It is expected there will be a low demand for ELC to maintain the existing Journey chargers at the end of their expected useful service lives as a significant volume of Journey Chargers from commercial Charge Point Operators are visible in the Planning Pipeline. No additional ELC owned 50kW DC chargers are therefore planned as need for them will rapidly decline.

An options appraisal report has been commissioned to guide ELC’s EVCP strategy and any expansion plans.



Figure 5.1 - 50kW Journey Charger



Figure 5.2 – 7-22kW Destination Charger



Figure 5.3 – 7-22kW On-Street Chargers

## 6.0 STRUCTURES STATUS

Asset Group: Road Structures																				
The Asset	<b>Statistics</b>																			
	<b>East Lothian Council Road Structures Inventory by Road Type</b>																			
	<b>Structure Type</b>	<b>Total No.</b>	<b>Road Type</b>			<b>Uncl</b>														
		<b>A</b>	<b>B</b>	<b>C</b>																
Bridge	163	43	41	48	31															
Culvert	229	31	39	80	79															
Subway	0	0	0	0	0															
Footbridges	13	1	0	2	10															
Retaining Walls	0	0	0	0	0															
<b>Total</b>	<b>405</b>	<b>75</b>	<b>80</b>	<b>130</b>	<b>120</b>															
Customer Expectations	<b>Commentary</b>																			
	<ul style="list-style-type: none"> <li>Bridge inventory is stored in the WDM Structures Asset Management System. An audit of the information is ongoing in comparison with the original database. The information in the original database had a high level of confidence so if the transfer of data has gone correctly this level of confidence will remain</li> <li>The level of growth in the structures asset has been minimal in the last five years: a small number of culverts are included in RCC applications for a limited number of housing developments and one new service station on the A1. These structures will be added to the asset database as and when roads are adapted.</li> <li>A new structure carrying the A1 is currently being constructed as part of the QMU/A1 junction improvement works.</li> <li>This growth rate is predicted to remain the same in the next five years.</li> </ul>																			
Inspections	Road Users expect to be able to travel the road network safely and efficiently. The maintenance and renewal of road structures is essential to ensure this expectation is met																			
	<table border="1"> <thead> <tr> <th>Inspection Statistics</th> <th>No.</th> </tr> </thead> <tbody> <tr> <td>Number of bridges where principal inspections are untaken</td> <td>0</td> </tr> <tr> <td>Number of principal inspections scheduled to be undertaken</td> <td>0</td> </tr> <tr> <td>Number of principal inspections undertaken on time</td> <td>0</td> </tr> <tr> <td>The frequency of principal inspections where undertaken (in years)</td> <td>0</td> </tr> <tr> <td>Number of general inspections scheduled to be undertaken</td> <td>380</td> </tr> <tr> <td>Number of general inspections undertaken on time</td> <td>380</td> </tr> <tr> <td>The frequency of general inspections (in years)</td> <td>2</td> </tr> </tbody> </table>				Inspection Statistics	No.	Number of bridges where principal inspections are untaken	0	Number of principal inspections scheduled to be undertaken	0	Number of principal inspections undertaken on time	0	The frequency of principal inspections where undertaken (in years)	0	Number of general inspections scheduled to be undertaken	380	Number of general inspections undertaken on time	380	The frequency of general inspections (in years)	2
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Number of general inspections undertaken on time	380																			
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<b>Structural Condition</b>	<table border="1"> <thead> <tr> <th>Assessment Statistics</th> <th>No.</th> </tr> </thead> <tbody> <tr> <td>Number of council owned / maintained bridges that failed European standard assessment (prior to restriction?)</td> <td>9</td> </tr> <tr> <td>Number of privately owned bridges within council's road network that failed European standard assessment</td> <td>2</td> </tr> <tr> <td>Number of council owned / maintained bridges subject to monitoring / special inspection regimes</td> <td>8</td> </tr> </tbody> </table>	Assessment Statistics	No.	Number of council owned / maintained bridges that failed European standard assessment (prior to restriction?)	9	Number of privately owned bridges within council's road network that failed European standard assessment	2	Number of council owned / maintained bridges subject to monitoring / special inspection regimes	8	<ul style="list-style-type: none"> <li>Bridges that failed the Assessment were assessed as Low-Risk Provisionally Sub-standard Structures in accordance with BD79 and therefore are subject to a Monitoring Regime.</li> <li>Strengthening measures are undertaken subject to Capital Budget allocation.</li> </ul>																				
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<b>Key Issues</b>	<p>The WDM Structures Asset Management System (SMS) has been purchased to enable the structures asset to be managed in accordance with the East Lothian Council strategy. The SMS provides an audit trail to support all decisions. The Structures Team are still building the skills to enable them to get the most out of the system.</p>																													
<b>Current Strategies</b>	<p>The aim of the maintenance strategy is to ensure that all road structures are maintained in a safe condition and are available for use. The majority of the budget is spent on repairing the worst defects as identified by the completion of the two yearly General Inspection.</p>	<p>The annualised depreciation (AD) was £670K which represents the average amount by which the asset will depreciate in one year if there is no investment in renewal of the asset.</p>																												

**Prioritisation of Overall Funding Needs**

Using the SCOTS / CSS Wales Structures Funding Need Assessment Spreadsheet the following overall needs have been identified:

**Strengthening**

A number of Structures have been identified for Strengthening / Replacement.

This work will be undertaken subject to the provision of Capital Budget.

**Maintenance Needs**

For the purposes of evaluating an overall prioritised funding need the SCOTS/CSS Wales funding need assessment spreadsheet for structures combines the  $BC_{crit}$  values with network criticality. This method is designed to ensure that the priority for funding takes into account the condition of the structure and its relative importance in terms of the network. Network criticality is used to ensure that roads of particular importance locally can be ascribed a suitable level of criticality regardless of their classification. Prioritised overall needs are:

<b>MAINTENANCE NEEDS</b>		Timescale not specified since this will depend on availability of funding			
	<b>Reactive Repairs</b>	<b>Priority 1</b>	<b>Priority 2</b>	<b>Priority 3</b>	<b>Priority 4</b>
Road Bridges	£0	£99,400	£139,071	£234,713	£147,860
Footbridges	£0	£0	£2,585	£7,755	£15,510
Unusual Structures	£0	£0	£0	£0	£0
Retaining Walls	£0	£0	£0	£0	£0
Height, Sign and Signal gantries	£0	£0	£0	£0	£0
Culverts and Subways	£0	£8,500	£8,634	£10,815	£5,288
<b>TOTALS</b>	<b>£0</b>	<b>£107,900</b>	<b>£150,290</b>	<b>£253,283</b>	<b>£168,658</b>

## 6.1 STRUCTURES OPTIONS

### OPTION 1 – CURRENT LEVEL OF INVESTMENT

The bridge stock has displayed little change in terms of the Condition Performance Indicators. It is considered that as a consequence of the planned maintenance works to be undertaken on these structures as part of the Road Structure capital programme, together with sustaining the current level of revenue funding, the overall condition performance indicators will increase. The structure stock would then be classed as in 'Very Good Condition'. If funding is then continued at its current level it is estimated that the bridge stock will be maintained in a 'Very Good' condition at "Steady State" as measured by the Condition Performance Indicators.

### OPTION 2: DECREASED LEVELS OF INVESTMENT

If a steady state maintenance regime is not adopted, or the current level of funding was reduced, the overall condition of the structure stock will deteriorate, resulting in decreasing Condition Performance Indicator scores and a decrease in DRC. The rate of deterioration will depend on the reduction in funding. The implications of this is the deterioration of the bridge stock from 'Good' to 'Fair' condition, and the issues as highlighted in the following table:

Score	Average Stock Condition	Critical Stock Condition	Additional Comments
<b>Very Good</b> 90 ≤ 100	The structure stock is in a very good condition. Very few structures may be in a moderate to severe condition.	A few critical load bearing elements may be in a moderate to severe condition. Represents very low risk to public safety.	As Example ELC has a mature stock continuing with the same level of funding is likely to sustain a high condition score and an effective preventative maintenance regime.
<b>Good</b> 80 < 90	Structure stock is in a good condition. Some structures are in a poor condition but are being managed appropriately.	Some critical load bearing elements are in a severe condition. Some structures would represent a moderate risk to public safety if mitigation measures were not in place.	There is the potential for rapid decrease in condition if sufficient maintenance funding is not provided. Minor to Moderate backlog of maintenance work.
<b>Fair</b> 65 < 80	Structure stock is in a fair condition. A number of structures may be in a severe condition.	A number of critical load bearing elements may be in a severe condition. Some structures may represent a significant risk to public safety unless mitigation measures are in place.	Historical maintenance work under funded and structures not managed in accordance with Asset Management. Moderate to large backlog of maintenance work, essential work dominates spending.





**Policy and Performance Review Committee: Work Programme - Session 2022/2023**

Date	Performance Monitoring / Inspection Reports	Other Reports / Reports Requested by Members
9 March 2023	Q3 2022/23 Performance Local Government Benchmarking Framework	
15 June 2023	Q4 2022/23 Performance Customer Feedback Annual Report	Housing – Landlord Report

**Other reports (to be scheduled):**

Foster Carers/The Promise

Homelessness