

**Minutes of the meeting of the Fa'side Area Partnership
6th September 2022 7.00-9.00pm, a ZOOM Meeting.**

Chair

Chair Bill Axon (BA)

Quorum
12

Members and substitute members present:

Ian Pryde, Macmerry & Gladsmuir Action Group/Chair of FAT (IP)
Tracey Redpath, VCEL (TR)
Alan Bell, Recharge/Poverty Champion (AB) (2 votes)
Rosanne Woods, Chair of the (RW)
Cllr Fiona Dugdale, Elected Member, ELC (FD)
Cllr Shamin Akhtar, Elected Member, ELC (SA)
Cllr Lee-Anne Menzies, Elected Member, ELC (LMe)
Kathryn-Jane James, Support from the Start (KJJ)
Cllr Colin McGinn, Elected Member, ELC (CM)
Donald Grant (DG), Co-opted member (DG)
Mike Falconer, TECC, Chair (MF)
Carol Finneron, Pencaitland CC (CF)
Patty Gordon, Pencaitland CC (PG)

Others in attendance

Simon Davie, Connected Communities Manager – Fa'side, ELC (SD)
Lorna MacLennan, Business Support Administrator, ELC (LM)
Andy Cheshire, CDO, Fa'side
Ruth Davie, Lead Nutritionist, Pennypit Community Development Trust (RD).

Apologies

Cllr John McMillan, Provost, ELC (JM)
Debbie Middlemass, Vice Chair (DM)
Neil Ellis, Tranent and Elphinstone Community Council (NE)
Isobel Berry, Elphinstone Community Association, Fa'side TRA (IB)
Alan Lauder, Macmerry and Gladsmuir Community Council (AL)
Margo McDonald, Elphinstone Community Association (MM)
Cllr Kenny McLeod, Elected Member, ELC (KM)

Voting members in attendance - 13 present

		Key discussion points	
1.	Welcome	<p>BA welcomed everyone to the meeting of Fa'side Area Partnership. He gave a special welcome to AC who was attending his first meeting as out new Community Development Officer.</p> <p>All papers for the meeting have been circulated. The meeting is quorate so decisions can be made during the meeting.</p> <p>BA welcomed Christine Schaffer who is a member of Musselburgh AP who is observing our meeting tonight.</p>	All
	Apologies	Apologies are noted above.	
2.	Ruth Davie – Emergency Food Report (following pandemic) & current update	<p>BA introduced RD to give a presentation on the Emergency Food Report. SD shared the screen so everyone could see the presentation, which is attached.</p> <p>RD provided a range of thanks to a number of key partners who supported throughout the emergency food provision. RD specifically thanks MF, CM, TR, SD, AB and Enjoy Leisure, and local volunteers, the Community Councils and the Resilience Teams. The legacy projects following the pandemic are the community Pantry at VCEL and FCK at the Store Club, Tranent.</p> <p>RD highlighted to members that she expected significant increases in request for support from October onwards. The Foodbank have already completed their busiest month (August) for referrals, with 450 parcels handed out. TR also noted they have seen a 60% increase in demand this year and RD reported a 30% increase those attending the lunch club.</p> <p>Due to this RD expects an increase in referrals for the Fa'side festive provision.</p> <p>RD highlighted the Fa'side food provision, East Lothian food friendly network and the East Lothian good food charter; all of which should help the local community help tackle the coming crisis.</p> <p>BA it was great to hear about the successes but quite sad to think of the new crisis after such a challenging couple of years. BA opened up the meeting to questions.</p> <p>AB wondered whether the Health and Wellbeing sub group along with himself as poverty champion could look at the current crisis and seek some local solutions or supports to help out local communities. TR said that would be an appropriate route to consider our local response to on-going challenges. FD thanked RD for an interesting presentation and commented that summer emergency food provision was about connecting people, tackling social isolation and relationships; the human aspect of the engagement. She was hopeful that some of the legacy projects would leave us in a stronger position to respond to the current crisis. CM commented that a whole range of people who volunteered got something positive out of the pandemic. Whilst the current situation is heart breaking he is sure that that same spirit will get people through this crisis.</p>	

		BA thanked RD and members for contributing to this matter. BA confirmed that with his other hat on that Enjoy Leisure will be collection points for community donations during challenge poverty week, 3-9 October 2022, and provide some free swims to families in the festive period. RD is to contact BA to discuss separately.	
3.	Declarations of interest for agenda items	SD stated the RD was his sister.	ALL
4.	Approval of Minutes	Minutes were checked and agreed as an accurate record. Approved by TR and Seconded by FD. RD left the meeting.	ALL
5.	Matters Arising	<p>BA asked SD to highlight only the key matters arising to keep us on time.</p> <p>Page 2 Item 2 - SD asked if there would be an opportunity for the Fa'side Young Defenders to see the recycling process at Kinwegar. JL will send details to SD as to how this could be achieved bearing in mind the COVID restrictions. SD/LM have made contact with Stuart Wood and AB. Awaiting a response. <u>Matter ongoing</u></p> <p>Page 2 of draft notes 27/10/20 – Headed 'Page 2 item 5' – Tranent & Elphinstone Community Action Plan and Coalfield Regeneration Fund. SD and MF to discuss this matter. <u>Matter ongoing.</u></p> <p>Page 5 Item 9 of Draft notes from 27/10/20 – Handbook to be reviewed. SD/LM will complete and circulate to all members for comment. SD/LM will complete before next meeting. <u>Matter ongoing.</u></p> <p>Page 7 item 8.3 – FD commented that mental and social isolation were significant issues impacting on our local communities. SD agreed to circulate the completed evaluation form fundamental foods following the emergency food provision. SD awaiting report and will circulate. Ruth Davie will attend our next meeting in September to present her report to members. Various issues within the report are still current today. <u>Matter Closed</u></p> <p>Page 9, Item 7a – SD to meet with MA and discuss evaluation of the Lighthouse project. <u>Matter outstanding</u></p> <p>Page 6 item 9a – Area Plan – SD to complete the amendments agreed at previous meeting. <u>Matter outstanding.</u></p> <p>Page 6 item 9b – Annual Report 19/20 – SD/SM/LM will arrange to distribute the Annual Report as part of our communications strategy. <u>Matter outstanding.</u></p> <p>Page 5 Item 7c – SD/LM confirmed that we not managed to progress the video reel any further forward. MA asked if the music could be changed. FD suggested that we could place these on the screen in the George Johnstone centre. <u>Matter Outstanding</u></p> <p>Page 5 Item 8a ii – Cairns at Church Street –SD will now arrange for Cairns to be moved and interpretation boards to be prepared alongside those previously involved in their design. SD met with</p>	<p>SD/LM/ AB</p> <p>SD/MF</p> <p>SD/LM</p> <p>SD/MA</p> <p>SD/LM</p> <p>SD/SM/ LM</p> <p>SD/LM</p> <p>SD</p>

		<p>Andrew Hogarth and work to move the Cairns will take place this winter. SD will engage with community groups on the creation of interpretation boards. <u>Matter ongoing.</u></p> <p>Page 7 Item 9b – Lunch Club Funding - SD also confirmed that he has been working with BA and DM on the creation of a lunch club procurement brief. This has potential to appoint a preferred partner who would facilitate our lunch club provision in Fa’side. SD will share with members once draft is complete. <u>Matter outstanding.</u></p> <p>Page 6 Item 5, c, a_– SM and AB are working on a draft report following the outreach pilot. AB confirmed that draft report has been completed. Awaiting addition information from SM. <u>Matter ongoing.</u></p> <p>Page 7 Item 5cc – SM and AB are working on an evaluation of the ‘Get into summer’. LM will contact SM for the final report. <u>Matter ongoing</u></p> <p>Page 9 Item 7e – SD still has to circulate the photos of the community pantry following the AP’s award of funding and the completion of the project. <u>Matter ongoing</u></p> <p>Page 8 Item8b - BA invited RW to talk to this matter. The paper is attached to the minutes. No questions were tabled. RW noted that the group have not met since our last AP meeting however, she had met SR from Recharge and they have a proposed process to share with members around possible funding requests. SD noted that if we can progress the ‘low threshold recovery café’ that it would be appropriate for the sub group to consider any proposals. <u>Matter outstanding.</u></p> <p>Page 11 Item 11i - AB noted that he has received a questionnaire on ELC’s ‘Youth Vision’ and will circulate it to all members. <u>Matter Outstanding.</u></p>	<p>SD</p> <p>MA/SD</p> <p>SM/AB</p> <p>LM</p> <p>SD/LM</p> <p>AB</p>
6.	Connected Communities Team Update	<p>a) Manager Report – SD referred to his previously circulated report and asked if there were any questions. None were tabled. SD highlighted the following matters.</p> <ul style="list-style-type: none"> • AC has now joined the team and SM has now moved on to his substantive post in Dunbar & East Linton. This has taken up a significant amount of the team’s capacity and will continue to do so until the summer of next year. • SD highlighted the amount of time the connected communities team is spending on the community facilities within the area is still significant. • Festive Provision – a review meeting took place for last year’s provision and a follow up meeting will be arranged in October. • Specialist Youth Work Coordinator – SM, AB and AC have been working together to amend the service level agreement with recharge in order to support this targeted piece of work. AC will say more in his part of the agenda. • Low Threshold Recovery café – FD had asked for an update on this matter. SD advised that Mid and East Lothian Drug and Alcohol partnership (MELDAP) are leading on this matter. FCK, Pennypit, Mid & East Lothian Drugs (MELD), and connected communities are working together in partnership to create a café similar to the Star Fish Café in Musselburgh. SD 	

		<p>confirmed that they are in discussions with a venue holder to host the café in Tranent. FD noted that this was a much needed resource in the area and hopes we are able to secure a venue. SD will keep members updated.</p> <p>b) Community Development Officer update – AC provided members with a quick update on his carer to date. He said that he had been working with local community groups, the team, and meeting key community leaders to date. AC asked members if they would like him to attend their groups/organisations meetings, he would be happy to attend.</p> <p>AC advised that he had spent a significant of time on the Fa’side Community Buildings in his role as Head of Establishment. This is likely to continue as our team develops new ways of working.</p> <p>AC had been meeting with Head Teachers from most of the Primary Schools within the Fa’side AP area to develop a Junior Youth Work Pathway. Finally AC has been engaging directly with AB on Service Level Agreement and the Specialist youth work provision.</p>	
7.	Consultation hub	<p>SD advised members of this standing item on the agenda. The consultations on the Agenda had all closed before the meeting and SD reminded Community Groups and members to regularly check the link under item 7a.</p> <p>A. Here is the general link to the Consultation hub. There are were other consultations ongoing but not relevant to our area. https://eastlothianconsultations.co.uk/</p> <p>B. SD advised members that there is a Public Art Consultation ongoing for the new town of Blindwells. Unsure when this consultation closes however, the attached link provides members with an opportunity to participate should they wish to do so. Have your say on artwork at Blindwells... - Blindwells</p>	
8.	Sub Group updates and Community Groups	<p>A. Fa’side Active Travel – SD advised members that we are still seeking a Community Chair. Due to SD capacity he has been unable to set up a sub group meeting. SD will arrange a sub group meeting before the end of the calendar year. No questions were tabled.</p> <p>B. Fa’side Health and Well Being – RW confirmed that the sub group will start a fresh. At present they are updating the role and remit and membership which is reflective of those who attend. The group are also looking at an application process and the scrutiny and monitoring of these. RW confirmed that date of the next meeting is 2pm on Tuesday 11th October 2022 at VCEL. No questions were tabled.</p> <p>C. Fa’side Young Formers – Recharge – AB advised members that over the summer the group met fortnightly rather than weekly, although they are now back to weekly meetings now that the schools are back. The group are reviewing their priorities and inviting key community representatives to meet with them. MF suggested to AB that to get a date in the diary quickly, AB agreed. No other questions were tabled.</p> <p>D. Support from the Start (SftS) – KJJ advised members that there most recent meeting had been cancelled and therefore nothing to report. SD advised that SftS have secured their annual budget of £5,000, Scott Rintoul is the new coordinator for</p>	

the network and that the Pennypit have appointed a new early year's nutritionist.

E. **Scrutiny and monitoring group** – SD referred to the attached update following the last email vote.

Name of project	Organisation	Amount Awarded	Yes	No	Abstain	DofI
1. Litter Pick supports	Tranent Wombles	£3,000	13	0	0	0
2. Brunt Court – on behalf of Well Wynd, Tranent	Connecting after COVID – trips for residents	£1,043	12	0	1	0
3. Mental Health Café in Tranent	Keep the Heid	£4,040	9	2	1	1

SD advised that the key update relates to the Keep the Heid application. There was a general discussion about this application, member's responses and the final award. Members noted they were, following the discussion, comfortable and clear on the decision to reduce the award.

FD asked what is happening to the Scrutiny and Monitoring Sub group. SD advised that members had previously commented on the complexity of the sub group process. FD agreed as she found parts of it confusing and time consuming. SD advised that another AP is reviewing their scrutiny and monitoring sub group processes and following this he will bring an update and recommendation on how we could make our process more efficient and less time consuming.

9. **Third Sector update (VCEL)**

- A. **3rd Sector update** – for more information please click the link here: [here](#)
- B. **Funding streams available** – **FOR INFORMATION ONLY** please click the link [here](#)
- C. **East Lothian Poverty conference** – 8th September 2022 please click the link here: [here](#). TR confirmed that the conference was fully booking and had a waiting list.
- D. **Community Pantry** – TR reported that they have a 60% increase in usage of the Pantry. They are also supporting residents accessing fuel top-ups.
- E. **Community Health and Well-being Fund** – Round 2 opens on the 17th October 2022 and VCEL are in the process of contacting all round 1 recipients and asking them for their evaluations.
- F. **Training for 3rd Sector organisations** – TR confirmed that is a range of free training courses available for community groups. SD reminded members that this training offer can be tailored to groups needs such as committees or trustees. MF said that the mental health first aid course was excellent. He wondered whether there was any cost of living training available? SD highlighted the councils; 'Helping with the cost of living crisis' booklet' [Help with the cost of living crisis | East Lothian Council](#) SD asked members to email the Fa'side AP inbox faside-ap@eastlothian.gov.uk if they wanted us to send out hard copies of this booklet. Please provide the number required and the address they are to be sent too.

		TR also advised members that she had been working closely with AC to support Macmerry Men Shed and Macmerry Miners. SD thanked TR for using her local contacts to secure free flooring for Men's Shed.	
10	Budget updates	<p>A. <u>Financial year 2022/2023</u></p> <p>SD referred to the previously circulated update report and asked members if they had any questions.</p> <p>None were tabled.</p> <p>SD advised members that roads have confirmed they will install the traffic island outside the main gates of Polson Park in Tranent. The work will take place when they resurface Edinburgh Road around the late Autumn this year. Please note the usual winter maintenance caveat with regards to the weather and the project being completed.</p> <p>Patricia PCC advised that roads have confirmed to them that they are unable to install speed tables as approved by the AP members. Ralph Averbuch has a fuller update and SD agreed to contact him.</p> <p>SD advised members of ELC's Road Safety Working Group. This group considers ongoing safety issues throughout our communities and is open to community groups to attend. SD asked members if they were interested to contact him for the invite details.</p>	<p>ALL for noting</p> <p>SD</p> <p>ALL</p>
11.	AOCB	<p>*MUST BE AGREED THROUGH CHAIR PRIOR TO MEETING*</p> <p>A. Local Housing Strategy Meeting (Fa'side) – Thursday 22nd September 2022 – 7-9pm – Flyer attached for members – SD reminded members of this important consultation and the need to verify attendance before 8th September 2022. A number of members indicated they were interested and LM agreed to recirculate the flyer. MF asked if the consultation was open to the public. SD advised that it was not however if community groups wanted to attend or send a representative this could be arranged.</p> <p><i>Post minute note: - due to lack of response it has been agreed that the consultation will be opened up to all Area Partnerships. Members who wish to attend but have not yet booked need to do so before the 19th September 2022.</i></p> <p>B. Item for next Agenda – Recharge: Youth Work in Fa'side update – SD advised that he and his team have been working closely with Recharge and AB to develop and create a service level agreement for our Senior Youth Work Provision. SD felt it would be beneficial for members to receive and update on Recharges year 1 report. AC asked if he could also update on the junior youth work provision. SD advised this would be really helpful and asked AC to liaise with AB.</p> <p>There was a vote of thanks to the Chair.</p>	
12.	Dates of area partnership meeting	The following are our meeting dates for the rest of this year. All of these meetings will be on Zoom as per Tuesday 8 th November 2022	ALL

Contact: - Email: faside-ap@eastlothian.gov.uk Phone: Lorna MacLennan, 01620 827146 or Simon Davie on 07912 785 194

Fa'side		Item 10 e - Meeting 6/9/22							
Budget Allocation		2022/23		FOR ILLUSTRATION ONLY					
			A	R	G		ExF		
			Amenity Services *1	Roads *2	General	SG funding	External funding		Notes
Date Approved	Organisation	Project	£100,000	£50,000	£50,000			Paid	
01/04/22	ELC - Roads	Admin fee		2,500.00				y	Admin fee for supporting and designing project
05/04/22	Recharge	Faside Young Defenders (Youth sub group)			1,000.00			y	Approved by members at AP meeting
05/04/22	ELC - Connected Communities Fa'side	Fa'side Active Travel Sub group			5,000.00			n	Approved by members at AP meeting
05/04/22	ELC - Connected Communities Fa'side	Fa'side Health and Well being Sub group			10,000.00			n	Approved by members at AP meeting
05/04/22	PCDT	Easter Lunch Club					3,916.00	y	Approved by members at AP meeting - from Education fund for holiday hunger
18/08/22	Tranent Wombles	Litter picking supports			3,000.00			y	
18/08/22	Brunt Court TRA on behalf of Well Wynd Residents	Connecting after COVID 19			1,043.00			y	Brunt Court are hosting funds but funding provided will be used to support Well Wynd residents
18/08/22	Mental health café	Keep the Heid			4,040.00				Reduced amount following feedback from members
		Total Spend	£ -	£2,500	£24,083.00	£-	£3,916		
		Balance	£100,000	£47,500	£25,917.00		£(3,916)		
			Amenity Services	Roads	General				
			A	R	G				

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Item 6A – 6th September 2022

Connected Communities Managers update as at 22nd August 2022

Covering period May 2022 to August 2022

1. Our team's position is improving! ☺ :

Andy Cheshire is our new Community Development Officer for Fa'side. Andy started on 18th July and will provide a bit of background to himself under his agenda item at our September meeting. **Andy, Stevie and I are working on his induction at present which has taken up as you can imagine a significant amount of all of our times.** Once completed, I will start to arrange community based meetings with Andy and some of our key community leaders. Stevie McKinlay has been providing Andy with some handover support and this will conclude at the end of August.

Whilst this is great news, as a team from a capacity perspective we are still not fully functioning as we would have hoped. So please bear with us. We are still catching up on a range of matters that are outstanding and this has or continues to negatively impact/ing upon community groups and or Area Partnership projects. As I am conscious that we have not been as responsive as normal.

2. Sub groups of area partnerships: Individual updates included on this agenda.

Our Active Travel Community Chair roles continues to be vacant and given my capacity based issues, I have not had a chance to re-organise a meeting for the sub group. If anyone is interested in this position and wants to have a chat about it, Ian and I would only be too glad to meet up.

Matter ongoing.

Andy has been working with Roseanne to support the Health and Well Being sub group around the amendments needed to their role and remit, to facilitate the necessary changes to reflect their budget. **Matter ongoing.**

3. FCK update:

FCK appointed Kerry Taylor to the role of Community Development Worker for the charity. We are delighted with Kerry's appointment, as she brings a range of skills and competencies to the role ☺. Kerry was a significant volunteer at FCK during the pandemic and continued to support the charity by volunteering during the festive provision. Kerry is in her induction period and has been getting out and about to introduce herself to local community groups. Ruth will say more a little more about Kerry in her update at under her agenda item.

Still providing lunches at ELCO on a Tuesday and Thursdays, alongside meal deliveries with our partners from ELCAP to around 20 residents in our area who are either elderly or vulnerable.

Given that FCK have appointed Kerry to this role and her engagement with community groups, I will close off this matter as part of my regular update. Should you wish to know more of what is going on at FCK or indeed to arrange for Kerry to meet with your community group please contact:

kerryfck@gmail.com. **Matter closed.**

4. Get into summer activities has been completed. We have received confirmation that the scheme will run this year and indeed there may be funding to run it in Easter. Still waiting on more details and will share this with members as soon as we get the details. The scheme ran again this year however, it was co-ordinated through Education and Sports, Countryside and Leisure colleagues. Some local groups and charities were able to access funding however, the focus was more on ELC colleagues delivering support to targeted groups. Recharge, Pennypit Community Development

Trust and East Lothian Play Association all received support to host activities in Fa'side over the summer. Matter closed.

5. Tranent Traders Association. This work was paused mainly due to pandemic and their restrictions. I have not heard any further from colleagues in Economic Development and am sure we have lost both the Scottish Towns Partnership (STP) funding and the local ELC based funding. No further contact from colleagues in Economic Development about the matter, as they were keen to see if there is something we can do in Tranent going forward. Given the significant time that has past and no contact from colleagues in Economic Development, I will close this matter in my updates. If either there is contact from local traders/businesses or indeed from colleagues in Economic Development I will revert back to members to see if we can explore this further. Matter closed.
6. Support and supervision to our Connected Communities Team. Seeking to create an annual plan for the team which identifies our priorities for this year. Have some content created and work in progress. **Matter ongoing.**
7. Ongoing engagement with Macmerry Mensshed on use of hall. Macmerry Mensshed re-opened their group in May. Invited both Elected Members and various ELC officials to their return. Still some works ongoing in the hall to bring it fully back into operation, these are almost complete. Both myself, Andy Cheshire and Tracey Redpath are engaging with the group and discussing ways by which we can help and sustain them. Sharon Saunders also fulfilled a long term agreement to visit the shed and find out more about the activities and benefits they offer their members. Matter closed.
8. Community Facilities across Fa'side: Please note the update below for the facilities that our team manages. ***These matters have and continue to take up a significant amount of time for me, given the lack of resources we have as a team.***

As highlighted previously, our Connected Communities team rely upon Facilities Management staff to open, close and clean our facilities. Given the challenge we have around budgets, we are restricted in terms of our provision of activities and the time and spaces we can offer due to the established hours we have for each facility. In addition, and as the situation remains uncertain, we may need to close facilities at short notice should other priority areas require support.

- A. Tranent Town Hall: The Bronx continue to operate from the Town Hall as per their agreement. Our team is in the process of emptying out our storage in the hall and the group is working alongside ourselves and colleagues in Sport, Countryside and Leisure to deliver diversionary activities.
- B. Elphinstone Community Centre: Education have indicated that they no longer require the use of the Community Centre. Further conversations required in order to bottom out this change in position. Will update members once more information is known. Due to capacity based issues I have been unable to contact colleagues in Education to take this matter forward. ***Matter ongoing.***
- C. Ormiston Community Centre: Delighted to confirm that Spring Oscars are now operating out of Ormiston Community Centre. They are providing after school provision five days per week in term time. Currently re-organising the centre storage to ensure we can support our existing user requirements. Andy has been heavily involved in all of this and been working closely with users and colleagues alike to make this process as smooth as possible for all involved. Ongoing conversation with Facilities Management colleagues regarding our established hours for operation in the centre and will update members on the outcome.
- D. Trevelyan Hall (Pencaitland): Local Toddler group have applied to return to use the hall and we are working alongside the group and colleagues to support them to get back into the facility.

Once the group are settled back in will look at the space requirements and programme of activity for the hall. ***Matter ongoing.***

- E. Macmerry Village Hall: Engaging with users on their return. Mensshed as noted previously are back and working through some outstanding building related works with them. Waiting to hear back from the Strathspey Reel group, who hoped to return sometime in August. We have not received any contact from the local Toddlers group (Merry Totz) and as a result, have moved their equipment and play based items to Pencaitland, in order for us to carry out works to the room they used for storage. Still trying to make contact with the group in an effort to ascertain if there is an interest in them returning. In addition and if required, we have offered to work with the group to secure funding etc. Andy is leading on this matter and as result, will close this off from my updates. Matter closed.
- F. Elections: Elections took place in May and no reported incidents or issues in our facilities. Colleagues in Democratic Services are seeking a new Polling station for this part of Tranent and are in discussions with some venue holders to cover the loss of Tranent Town Hall. Matter closed.
9. Engaged with Tranent Skate Park Foundation – ELC have secured core funding to create and install pump tracks across the whole of East Lothian. Pump tracks are multi use track which a range of activities can be undertaken on, such as skating, bmxing, cycling and using a scooter. Five sites were identified across Tranent and a public consultation was undertaken to clarify which had the most support from local residents. Sports, Countryside and Leisure colleagues leading on the consultation and awaiting an update on the outcome. I have engaged with the Tranent Skate Park Foundation to make them aware of the consultation and proposed direction of travel. ***Matter ongoing.***
10. Pavilion at Polson: I caught up with Paul McGregor, the Chair of Tranent and District Sports Hub. Paul has confirmed that the group has around £12,000 which they collected during their campaign to demolish and rebuild the pavilion. Part of this sum includes money collected from the community relating to their 'Buy a Brick' initiative. All of these funds will be ring fenced and passed onto ELC once the new iteration of the project comes to fruition. ***Matter ongoing.***
11. One Council Partnership Funding (OCPF): Awaiting an update to clarify if there is an additional ask of our team with regards to local groups and their applications. No further contact and as a result will remove this matter from my updates. Matter closed.
12. Festive Provision: Meeting set up with key partners/funders to review last year's provision and will then engage with extended network. ***Matters ongoing.***
13. Dementia Friendly Tranent (DFT) – Garden of Reflection, Polson Park - DFT
14. Visitors Management Plan. The meeting and conversation focused on seeking information and proposed projects from local communities. We await an update from the consultant on the outcome of the meeting. We hope this input will enable us to signpost the plan for future funding bids and if successful could lead to 'pipeline' funding for our local communities. I have asked for an update on the feedback provided. ***Matter ongoing.***
15. Local Housing Partnership (LHP): Agreed to support new play provision in Ormiston Park with some additional benches and also to close of the vennel in Lindores Drive, which is the final part of the Foresters Park – parking project. Matter closed.
16. Mid and East Lothian Drug and Alcohol Partnership (MELDAP): Currently working on a brief for the venue holder to consider an initiative that would see a 'Low Threshold Recovery Café' established in Tranent. Working alongside MELDAP and Mid and East Lothian Drugs (MELD). Once we have secured a venue, I will pass the matter onto the Health and Well Being Sub group to take forward. ***Matter ongoing.***

17. Blindwells – new school discussion: Was invited to a meeting about the new primary school in Blindwells. Had some input the design around community access and ensuring that this was on the 'envelope' or as external as possible to facilitate access for community groups. Matter closed.
18. Supporting Our Local Economy (SOLE): Received contact from Kirsty McIntosh from Scottish Tech Army who is leading on the SOLE project. Kirsty wanted to come along to our AP meeting to provide an update on the project and also see if members can suggest how they secure a Community Engagement Officer for the Tranent area to support their project in our area. Following a discussion Bill and Debbie have asked me to invite Kirsty to our next meeting and she is on the agenda. Matter closed.
19. Foresters Parking project – I have discussed with Tranent Juniors a plaque of recognition for Fa'side Area Partnership, Tranent Local Housing Partnership and others involved in the project. We will arrange an 'official' opening of the car park and attendance at a junior's game in the coming months and make members aware. **Matter ongoing.**
20. Pencaitland speed tables – Area Partnership has approved the installation of 2 speed tables and awaiting feedback from Roads on how this is to be progressed. **Matter ongoing.**
21. Specialist Youth Work Co-ordinator (Fa'side) – I worked alongside Stevie, Andy and Alan Bell at Recharge to amend our Service Level Agreement to include this new and exciting targeted role that Recharge will undertake on our behalf. We will invite Alan to our next meeting to provide an update on the role of the worker and how we will be delivered on the ground. **Matter ongoing.**
22. Ormiston Library - Supporting a community group who have an interest in a café running from the Library. I have engaged with the community group on behalf of colleagues in Customer services and Library staff to support their request and help navigate ELC's corporate processes. **Matter ongoing.**
23. Homestart East Lothian – attended their celebration event, following the Queens Award for Voluntary Service to the charity.
24. Service Review – Ongoing input to our Connected Communities Service Review.
25. Area Partnership review (East Lothian wide) – seeking to review our processes and overarching governance and will then discuss with Bill, Debbie and the wider partnership any proposed amendments to standing orders etc.

Simon Davie
Connected Communities Manager – Fa'side
23rd August 2022

Connected Communities Fa'side – Community Development Officer (CDO) Update

Report on first 6 weeks in post

1. Induction

I started in post on Monday 18th July and at the time of writing this report I am at the beginning of my 5th week. The induction has been completed by Simon Davie and the handover completed by Stevie McKinlay. I have familiarised myself with the Fa'side Area Partnership plan, the Fa'side working area plan for the Area Partnership, as well as the Community Learning and Development plan for the area.

A review of the programme within Ormiston Community Centre has been undertaken and support provided with regards to the commencement of the after school club there.

An update on the subgroups of the area partnership was provided by Stevie, and since then I have met with both Rosanne from the Health and Wellbeing group and Alan from the Youth subgroup. A meeting has been arranged with Rosanne, myself and Tracey from VCEL to provide additional support and seek further representation to the Health and Well Being Group. This will allow us to organise the next meeting and identify areas of development locally.

Arranging meetings with local community groups and will be attending community council and tenants and residents meetings in the next few months to introduce myself. If anyone wants me to come along to their meeting please drop me an email, contact details at the bottom of the report.

2. Youth Work

Met both youth work staff and arranged for Elphinstone Youth Club to re-convene at Elphinstone Community Centre as of Thursday 22nd September. There will be 10 weeks of provision between then and Christmas before it is reviewed. Recharge provide our Senior Youth work offer in Tranent and have also been supporting the transition over the summer as well. So have been engaging with Alan on this matter – see No 6.

3. Bronx diversionary project

Met with Sports, Countryside and Leisure colleagues from their Sport & Activity Development team and Simon Davie. Meeting arranged with Paul Reynolds to identify targeted young people that will benefit from the proposal. View to re-launch after September weekend and aim to deliver a 12 week targeted intervention programme. Contact been made with Heavy Sound to lead on two educational based sessions.

4. Junior youth work

Proposal for our Junior Youth work is not yet completed. Meetings with all primary school head teachers over the coming 10 days will assist in completing the proposal.

The aim is to deliver 2 x 4 week blocks of targeted junior youth work in all 7 schools. The thematic leads will be determined by the schools and the young people themselves as it is important to capture the issues most pertinent to the young people at this present time. An element of raising confidence/self-esteem as well as transitioning into high school will definitely feature.

5. Festive Provision Fa'side

Attended the EL Friendly Food Network meeting on 23rd August to obtain an update on what is happening across East Lothian and hear from Fa'side Food Provision reps on what is happening in our area. This will have a bearing on the festive provision – which we expect will see a significant increase in local residents needing assistance. Sure Ruth will cover more of this in her update on the

agenda item. Will be taking the referral form to all 7 primary schools in the next ten days for discussion. Hoping that we have all completed referrals returned before the end of September.

The team will begin to coordinate the provision in September.

At present, we are still seeking to secure a venue to host our provision this year. This is a key task for me and I am having ongoing conversations with venue holders to secure a new venue (previous venue was Tranent Town Hall and is being used by the Bronx).

6. Service Legal Agreement (SLA) with Recharge Youth Project

Assisted by Stevie, I have been meeting Alan to discuss our SLA with Recharge following the conclusion and review of our 1st year. To raise awareness of the SLA and create a better understanding for partnership members, I have asked Alan to come along to our next meeting in November to update folks on the outcomes from the SLA and our 1st year learning. The update will also provide members with an opportunity to feedback to Alan their views on the outcomes and ask any questions. Alan and I continue to meet to develop and evolve the SLA, discuss our targets and local matters affecting our young people in the Fa'side communities. Alan continues to represent the views of young people and these matters at our partnership meeting, sub groups of the area partnership, VCEL youth forums and at the local Community And Police Partnership (CAPP) for Fa'side.

Simon, Alan, Stevie and I worked on the necessary adjustments to the SLA to incorporate the new Specialist Youth Work Co-ordinator. This post, is an ELC funded post and means Recharge will deliver the targeted youth work on behalf of East Lothian Council. The amendments have now been signed off and I am regularly meeting with Alan to provide support as to how the new Specialist Youth Work Co-ordinator post will work effectively, especially over the next 12 months. Working on clear reporting structures for the new post holder and will support Alan in the recruitment process, including being on the interview panel. Interviews expected to be conducted week beginning 12th September.

7. Head of Establishment Duties

This is taking up a significant amount of my time at present. I am working with Lynne Tragus in our team to develop clear programme of activities across our halls and centres (starting in Ormiston), which will provide us with a strong base to start from in terms of the digital information we hold for each of our facilities. I will be working with colleagues in Facilities Management, to try and maximise our established hours and support a range of activities in our halls and centres. We have also begun conversations with our property colleagues about looking at an effective repairs reporting module and tracking system to clarify what's ongoing, outstanding or under repair in each of our facilities. Support provided to the 5 village halls/community centres in the area. Building audits to be completed this week with Stevie (final stage of handover). Attended Head of Establishment briefing and read all paperwork associated to the role.

Macmerry village hall:

1. Car park – assisted in getting an agreement in place for the car park to have gullies cleaned, car park swept and for temporary carriageway repairs to be undertaken.
2. Rear storage room - Removed all of the toddler's equipment from the rear storage room to Trevelyan Hall as a temporary measure. This is to allow the existing storage space to be turned into a shared office space among user groups of the hall. This will also allow for electrical works to be completed and defibrillator installed that can be accessed by the public from the exterior of the building.
3. Macmerry Mensshed – Met with shedders on a couple of occasions to find out what the group does, how it operates and how they support their members. Also attended with Tracey Redpath and have offered to support the group looking for funding, to review their structures to ensure

they have sustainable pathways for volunteers to become trustees and monitor the outstanding repairs for the hall.

4. User groups – Working with other proposed user groups to clarify their return and use of the hall to maximise our established Facilities Management hours to ensure our communities can access the hall and increase our range of activities.

Ormiston Community Centre:

1. Spring Oscars – currently working with this After School club on settling them into the facility and reviewing their space requirements, alongside our established facilities management hours. We have negotiated 4 free spaces every week for local families or carers who cannot afford to access such a service and I am working with the local head teacher to identify children and families/carers who would benefit from the service.
2. Previous users - trying to locate main contacts of previous let holders that are occupying storage space from within the centre. Storage at a premium so this is priority.
3. Established Facilities Management (FM) hours – we have 29 hours per week of support from colleagues in Facilities Management. This includes weekly repairs inspections and recording of any repairs, opening and closing rooms or the building for community groups and keeping the facility clean and tidy. In discussions with colleagues in FM about how we maximise the hours we have for community groups to access the space.
4. Primrose Day Centre – with Simon, I have been seeking an update from Primrose on their existing legal agreement to use the centre. This agreement comes to an end in March 22 and seeking an update from the Day Centre on their intentions going forward.

Trevelyan Hall, Pencaitland:

1. Storage – have worked alongside our Facilities Management colleagues to store some additional items from other halls/centres in the upstairs office space that is vacant. Will work through the items present with former users to clarify what is to happen to the items. Will seek to recycle or reuse where this is possible and if not, will need to dispose of the items.
2. Toddlers – currently awaiting an application for a toddlers group to return to the hall and will work with them to make sure they settle back in and have the necessary requirements to be sustainable.

Andy Cheshire

CDO, Fa'side

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23/08/22

Item 8 a – Fa’side Are Partnership meeting on 6th September 2022

The Active Travel Group report

The Active Travel sub group has not met since our last full AP meeting in May.

My capacity has meant I have been unable to arrange the meeting.

Since our meeting in May, we have been approached by Friends of Ormiston Park who are keen to run some cycle related events at the pump track in Ormiston. At present, we are unable to assist as we have no formal structures to progress such a request.

We have also been approached by Ian Lennox from ELCs, Team Manager of our Assets and Regulatory work in our Roads Department. He has secured additional funding for town centre bike racks (our sub group also has around 50/60 racks to install) and he has some funding for dropped kerbs and signage for pedestrians and cyclists. So some form of update from communities would be helpful.

We still have to take forward the following matters which have been paused waiting for the sub group to start up again, these are:

- Installation of bike racks in our villages and main town.
- Installation of signage that we have for our core path network.
- We have 8,000 leaflets which we can distribute which would highlight in paper form where our paths are located to encourage people to use them.
- Monitor the improvements needed to core path 168 – at Fa’side Castle, to ensure access is provided to users.
- Possibility of planting fruit trees alongside some of our core paths to create orchard type paths and allow free access to fruit in our local communities.
- Work on an Active Travel website – Alan Bell will lead this when the group restarts.
- Use of Drone to map out our path networks in Fa’side – Alan Bell will lead on this when the group restarts.
- Consideration of another path audit in Fa’side – suggested by Ranger Leigh McCrum.
- Possible application to Smarter Choices, Smarter places funding to support active travel objectives.
- Possible refocus and renaming of the group, to include important issues such as Climate change, sustainability and biodiversity.

It is also worth noting that there seems to be significant amount of active travel, climate change and green infrastructure based funding to support communities to develop their own initiatives and projects, in these areas.

If a community member would be interested in taking on the role of Community Chair of this sub group, there could be significant benefits to our communities.

Simon Davie

23RD August 2022

Item 8 b – Health & Wellbeing Sub Group (Fa’side Area Partnership 6/9/22)

Summary

We have completed the funding application form and sent this to the Health and Wellbeing subgroup as well as Simon Davie in order for us to receive feedback, which has been addressed.

Met with new CDO, Andy Cheshire, and discussed plans to make relevant adjustments to the Role and Remit of the subgroup. Discussed criteria for the group to make decisions on funding and agreed that it would be in the interests of the subgroup, who will have the expertise and knowledge required, to make decisions on any applications that may come in from organisations in the area.

Meeting Andy Cheshire and Tracey Redpath on 25th August to ensure processes for the subgroup are robust and to discuss membership of the subgroup.

Date for next Health and Wellbeing Subgroup will then be set up and hosted at VCEL so it can be a face to face meeting.

Rosanne Woods (Chair)
Fa’side Health and Well-being Sub group
23rd August 2022

DRAFT

DRAFT

Item 8 e – Scrutiny and Monitoring group – update report for 6th September 2022

Name of project	Organisation	Amount Awarded	Yes	No	Abstain	Declaration of Interest	Comments
<ul style="list-style-type: none"> Litter Pick supports 	Tranent Wombles	£3,000	13	0	0	0	
<ul style="list-style-type: none"> Brunt Court – on behalf of Well Wynd, Tranent 	Connecting after COVID – trips for residents	£1,043	12	0	1	0	Uncertainty from some members that this is Fa’side related. Absolutely is, as will be supporting older residents who stay in Well Wynd, Tranent to participate on the trips.
<ul style="list-style-type: none"> Mental Health Café in Tranent 	Keep the Heid	£4,040	9	2	1	1	Asked for £7,686. Some queries from members around costs and need. Also concern raised about some of the work already having been funded through other funding streams. Discussed with applicant and agreed there was some duplication and some costs could be reviewed. Hence the new figure. See covering email for more detail.