

**REPORT TO:** East Lothian Council  
**MEETING DATE:** 28 February 2023  
**BY:** Executive Director for Council Resources  
**SUBJECT:** Finance Update

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## **1 PURPOSE**

- 1.1 To provide an update on the financial position at the end of December 2022, and a wider review of the financial outlook and current risks.

## **2 RECOMMENDATIONS**

- 2.1 The Council is recommended to:
- Note the outcome of the Quarter 3 financial performance.
  - Note that the additional funding from Scottish Government for the 2022/23 pay award will be retained in full by the council, with no proportionate transfer of this funding to the IJB.
  - Note the update on key developments since the Quarter 2 report.
  - Note that financial review reports will continue to be reported to Council for scrutiny until the financial position improves.
  - Note the update on the wider financial environment and current risks.

## **3 BACKGROUND**

- 3.1 Given the significant financial challenges facing the Council and following consultation with political group leaders, taking account of the Council's Scheme of Administration, the Cabinet agreed with the Chief Executive's recommendation that financial review reports should be presented to Council for scrutiny until the financial position improves.
- 3.2 The Council considered the Quarter 1 position as well as an update on the Period 5 financial position at its meeting on 25 October 2022. A special

meeting of the council was then held on 22 November 2022 and considered a report that provided an update on Quarter 2, identified the significant financial challenges being faced by the council and set out a number of urgent mitigation measures aimed at controlling expenditure. The scale of the challenge has resulted in managing the financial environment and on-going sustainability reported as the highest risk the Council has ever reported.

- 3.3 The Quarter 2 report noted a forecast overspend of £18m for the year, a large proportion of which would be recurring. The Council had planned to use reserves of £12.895 million leaving an unplanned use of reserves forecast of just over £5 million.
- 3.4 The main reasons for the unplanned pressure included unfunded pay pressures, utility and inflationary pressures and pressures within Children's and Adults Social Care.
- 3.5 This report seeks to update Council on a number of key issues highlighted in that report and significant developments since the report went to Council in November 2022.

### **General Services Revenue Update – Quarter 3**

- 3.6 At Quarter 3, before applying planned reserves there is a forecast overspend for the year of £16.8 million. Similar to Quarter 2, a large proportion of this overspend is likely to be recurring beyond the end of this financial year. The planned use of reserve is broadly in line with Quarter 2 at £12.882 million, £8.690 million of which is a recurring pressure, made up of:
  - Planned use of General Reserves - £8.690 million – note this one-off funding balanced the 2022/23 budget and is an ongoing recurring pressure.
  - Cost Reduction Fund - £862,000 (non-recurring)
  - Resilience and Recovery Fund - £1.638 million (non-recurring)
  - Other Planned Reserves - £1.692 million (this includes Employability, Business recovery and Rapid Rehousing Transition Plans – non-recurring)
- 3.7 This leaves an unplanned forecast overspend of £4 million. This is £1.3 million less than reported at Quarter 2, the main movements are due to:
  - Savings from Teachers Strike Action – (£500,000)
  - Review of Early Learning & Childcare service – (£340,000)
  - Savings from Utility mitigation measures – (£70,000)
  - Increased funding for the Teacher Induction Scheme with the costs associated with this assumed in the Quarter 2 position.– (£499,000)

- Increased pressure in B&B costs - £57,000

3.8 The main reasons for the £4 million unplanned use of reserves pressure is the unfunded pay pressure, utility costs and pressures in Children's Services for external residential care. The IJB budget is forecast to overspend by £728,000. In line with the IJB scheme of integration any overspend or underspend at the year-end will be met by the IJB. Given the financial position facing the Council, in consultation with the Council Leader and the wider cross party group, the Council will not pass any of the funding received for the 2022/23 pay award to the IJB. **Appendix 1** sets out the General Fund position at Quarter 3.

#### Potential Mitigations

3.9 The enhanced mitigations agreed in the paper to Council in December 2022 remain in place, and continue to be reviewed including:

- Carry forward requests will be limited to exceptional circumstances and on a case-by-case basis.
- Ongoing review of the General Services capital programme
- Continue to explore all available avenues relating to national flexibilities in pay aligned to the Deputy First Ministers letter in November 2022, recognising that in reality this is proving exceptionally challenging to identify recurring solutions without impacting on national policy.

3.10 In addition, a number of one-off mitigations have been identified that could be applied to the position, they are:

- 1140 hours carry forward (£1.750 million) – there is flexibility to fund a number of costs to give a one-year benefit in 2022/23. It is important to note the reduction in the 2023/24 budget allocation for 1140 hours by the Scottish Government and colleagues in Education are working on plans to ensure that the model of service delivery is affordable within the funding envelope available.
- Fiscal Flexibilities (£6.5 million) – At year-end consideration will be given to applying the loans fund repayment holiday in 2022/23.

#### 2022/23 Efficiencies

3.11 At this stage, £213,000 of the £393,000 of the agreed efficiencies in 2022/23 are achieved with the balance on target to be achieved by the year-end. **Appendix 2** notes progress in achieving the savings.

#### Council Tax

3.12 Overall, Council Tax income is expected to be £14,000 less than projected at Period 5, mainly due to an increase in the level of exemptions.

#### Additional Scottish Government Funding

- 3.13 Since Quarter 2 there has been additional funding totalling £8.630 million, from the Scottish Government, this is set out in further detail in **Appendix 3**.
- 3.14 The majority of these funding streams are to support existing commitments or specific policy objectives so they cannot help alleviate wider pressures on the council's financial position.
- 3.15 Increased funding of £499,000 aligned to Teacher Induction Scheme has been received, with costs associated with this funding had been included in the Quarter 2 position.

### **General Services Capital Summary – Quarter 3**

- 3.16 **Appendix 4** sets out the 2022/23 re-profiled budgeted expenditure to the end of December 2022, with a recorded spend of £58 million relative to the revised gross expenditure budget of £111 million. Borrowing requirement is currently £41 million against a revised budgeted requirement of £68 million. As previously reported, the approved budget has been updated with carry-forward figures from 2021/22, and currently remains within the approved capital financial limits over the 5-year period. This limit remains under review and more detail will be provided within the budget development update paper.
- 3.17 Latest projections indicate expenditure of around £90 million by the end of the financial year, and estimated borrowing of £41 million. As stated in the Finance Update report in November, this forecast reflects a range of assumptions that are subject to change and may therefore have an impact on the actual position achieved at the end of the financial year. Continued risks arising from updated cost estimates, availability of labour and increased contractor claims for projects in construction are collectively continuing to have a significant impact on the capital plan. Given the significance and importance of the capital programme, this will continue to be closely monitored to ensure that projects are delivered effectively and as planned.
- 3.18 The projection for use of developer contributions, early learning 1140 grant and other funding sources are directly linked to the projections of the projects they support. There continues to be ongoing risks around the timing and realisation of planned developer contributions that may put additional strain on borrowing requirements and this position remains closely monitored. The reduction in projected expenditure has reduced the in-year borrowing requirement as well as an in-year increase in general capital grant, the majority being forward funding for Musselburgh Flood Protection.
- 3.19 The current levels of spend show an increase on the last two years at this point on the capital programme; many projects are progressing, with current projections indicating a significant proportion of planned budget will be achieved during 2022/23.



- 3.20 External market conditions remain very challenging, with wider supply chain issues, inflationary pressures and wider external risks including interest rate increases on borrowing. This wider external focus is placing significant additional financial challenges on the current approved capital programme and borrowing levels and the financial impact and risk on future capital projects will remain a key area of focus.

### **Housing Revenue Account Summary – Quarter 3**

- 3.21 At this stage HRA revenue is forecast to be around breakeven at year-end, as reported at Quarter 2, voids remain high and work is ongoing to remedy. Rent arrears at December 2022 were £1.1 million (compared to £1.3 million the year before). **Appendix 5** sets out the revenue spend to date.
- 3.22 Looking ahead, in order to meet the two key tests in the financial strategy, a £1 million minimum HRA balance and a debt to income ratio below 40%, adhering to the 5% rent strategy is essential in order to maintain the proposed capital investment in modernising properties and building new council houses.
- 3.23 Capital spend at Quarter 3 was just under £20 million with around £40 million forecast at year-end. Further detail is provided in **Appendix 6**.
- 3.24 At Quarter 2, an overspend was forecast on New Build Council Housing due to Newcraighall Phase 2 starting earlier than planned. At Quarter 3, forecasts are that expenditure will be broadly in line with budget due to slippage across a number of sites caused by a shortage of labour resources and uncertainty in the housing market due to the current economic situation.
- 3.25 Similarly, the modernisation programme forecast is lower than at Quarter 2. This is mainly due to labour resource issues and challenges in awarding and mobilising of contracts. Appendix 6 sets out the HRA capital spend to date.

### **Pressures, Risks and Impact on Future Years Budgets**

#### Pay Award

- 3.26 Teachers pay negotiations are ongoing. The funding announced by the Scottish Government for Local Government Pay awards included funding for Teachers. In addition to the 2% uplift assumed in the approved 2022/23 budget, this funding would reflect pay awards up to 5%. Any settlement above 5% is unfunded in 2022/23 and would be a recurring pressure in future years without additional funding from the Scottish Government.
- 3.27 A number of Teachers strikes have taken place with further planned strikes announced. To date financial savings from strike action is over £500,000. Negotiations to agree a pay deal for teachers is ongoing.
- 3.28 In addition, Chief Officer Pay claims have not yet been finalised.

- 3.29 As noted in the Quarter 2 report, there is an underfunding of the non-Teachers Pay award of around £2 million, and as highlighted earlier, work remains ongoing to identify recurring options to mitigate this pressure.
- 3.30 The £2m gap in Non Teachers pay funding has been included in the pressures within the 2023/24 budget.

#### Utility Inflation

- 3.31 As previously reported, there have been significant increases in utility costs this year with gas up over 160% and electricity by 25%.
- 3.32 Mitigation measures are in place to control temperatures in buildings and at Quarter 3 this has helped reduced the forecast by around £70,000. Despite this, costs will be in excess of budget by over £1.1 million by year-end.
- 3.33 Costs increase projections for 2023/24 are in excess of £1m and taking account of the pressure this year the utility budget will increase by over £2m in the 2023/24 budget.
- 3.34 This remains a key risk and enhanced monitoring processes remain in place.

#### General Inflation

- 3.35 General inflation remains at over 10% and continues to have an impact on the prices paid by the Council for goods and services. The UK Government target is to half inflation in 2023.

#### Interest Rates

- 3.36 As noted in the Quarter 2 report, recent turbulence in the economy has given rise to increases in interest rates beyond previous expectations. Officers are continuing to update modelling to reflect changes in borrowing rates and to review the impact of this on revenue budgets and the affordability of the capital programme whilst developing options to mitigate the impact. The five year budget from 2023/24 is reflective of these increased debt charges.

#### **Conclusion**

- 3.37 The council continues to operate in a challenging, complex and ever changing financial environment. Within General Services revenue, there is a forecast overspend of £16.8 million, much of it because of unfunded pay settlements and inflationary pressures. The affordability of the capital programme is also uncertain as material and contract costs increase along with the cost of borrowing. To help manage the financial position, it is critical to maintain any areas of underspend, enhanced vacancy management continues and further flexibilities and mitigations are identified.

#### **4 POLICY IMPLICATIONS**

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

#### **5 INTEGRATED IMPACT ASSESSMENT**

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

#### **6 RESOURCE IMPLICATIONS**

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

#### **7 BACKGROUND PAPERS**

- 7.1 Council – 16 November 2021 – Item Financial Update Report
- 7.2 Council – 1 March 2022 – Item 1 – Budget Development including setting of Council Tax and Council Rent for 2022/23
- 7.3 Council – 1 March 2022 – Item 2 – Budget Proposals on General Service – Amendment Submitted by the Labour Administration
- 7.4 Cabinet – 13 September 2022 (Meeting delayed until 27 September 2022) – Item 1 – Quarter 1 Financial Review 2022/23
- 7.5 Council – 25 October 2022 – Item 4 – Finance Update
- 7.6 Council – 22 November 2022 – Item 1- Finance Update
- 7.7 Council – 13 December 2022 – Item 4 – Financial and Capital Strategies

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<b>DATE</b>	14 February 2023

Appendix 1  
 East Lothian Council  
 Budget Monitoring 2022/23 - Quarter 3

Service	Head of Service	Business Unit	2022/23 Budget	Year to Date			2021/22 Budget Variance to Date	Financial Risk Assessment	2022/23 Full Year Forecast Variance (After Applying Planned Use of Reserves)
				2022/23 Actual to Date	2022/23 Budget to Date	2022/23 Budget Variance to Date			
				£'000	£'000	£'000			
Education & Children's	Children's	Performance & Service Delivery	1,294	913	970	-57	-5.9%	-76	
Education & Children's	Children's	Management	5,076	4,130	3,481	649	18.6%	1,427	
Education & Children's	Children's	Assessment HUB and Early Interventions	2,601	1,782	1,853	-71	-3.8%	-73	
Education & Children's	Children's	Long Term Social Work Supervisory Groups	2,401	1,666	1,722	-56	-3.3%	-75	
Education & Children's	Children's	TAC, Disability & Resources	6,607	4,921	5,135	-214	-4.2%	-285	
Education & Children's	Children's	Disability Short Breaks	689	499	513	-14	-2.7%	-18	
<b>EDUCATION &amp; CHILDREN'S</b>	<b>CHILDREN'S TOTAL</b>		<b>18,668</b>	<b>13,911</b>	<b>13,674</b>	<b>237</b>	<b>1.7%</b>	<b>900</b>	
Education & Children's	Education	Additional Support for Learning	11,563	8,739	8,734	5	0.1%	7	
Education & Children's	Education	Pre-school Education & Childcare	17,001	11,456	12,291	-835	-6.8%	-1,112	
Education & Children's	Education	Schools - Primary	49,701	33,575	33,562	13	0.0%	17	
Education & Children's	Education	Schools - Secondary	50,191	33,505	33,697	-192	-0.6%	-256	
Education & Children's	Education	Schools - Support Services	4,773	5,277	4,827	450	9.3%	600	
Education & Children's	Education	East Lothian Works	1,362	2,379	2,514	-135	-5.4%	-180	
<b>EDUCATION &amp; CHILDREN'S</b>	<b>EDUCATION TOTAL</b>		<b>134,591</b>	<b>94,931</b>	<b>95,625</b>	<b>-694</b>	<b>-0.7%</b>	<b>-924</b>	
<b>EDUCATION &amp; CHILDREN'S TOTAL</b>			<b>153,259</b>	<b>108,842</b>	<b>109,299</b>	<b>-457</b>	<b>-0.4%</b>	<b>-24</b>	
Council Resources	Finance	Financial Services	2,293	3,031	3,259	-228	-7.0%	-931	
Council Resources	Finance	Revenues & Benefits	7,196	6,376	6,129	247	4.0%	-60	
Council Resources	Finance	Procurement	364	222	245	-23	-9.4%	-50	
<b>COUNCIL RESOURCES</b>	<b>FINANCE TOTAL</b>		<b>10,463</b>	<b>9,629</b>	<b>9,633</b>	<b>-4</b>	<b>0.0%</b>	<b>-1,041</b>	
Council Resources	Corporate	IT Services	3,079	1,784	1,793	-9	-0.5%	-12	
Council Resources	Corporate	People & Council Support	3,617	2,709	2,674	35	1.3%	-129	
Council Resources	Corporate	Governance	2,350	1,408	1,563	-155	-9.9%	-206	
Council Resources	Corporate	Communications	448	317	331	-14	-4.2%	-20	
<b>COUNCIL RESOURCES</b>	<b>CORPORATE TOTAL</b>		<b>9,494</b>	<b>6,218</b>	<b>6,361</b>	<b>-143</b>	<b>-2.2%</b>	<b>-367</b>	
<b>COUNCIL RESOURCES TOTAL</b>			<b>19,957</b>	<b>15,847</b>	<b>15,994</b>	<b>-147</b>	<b>-0.9%</b>	<b>-1,408</b>	
Health & Social Care Partnership	Head of Operations	Adult SW	36,603	27,265	22,762	4,503	19.8%	6,025	
Health & Social Care Partnership	Head of Operations	Acute & Ongoing Care	8,191	6,898	6,558	340	5.2%	509	
Health & Social Care Partnership	Head of Operations	Rehabilitation	1,697	1,423	1,523	-100	-6.6%	106	
Health & Social Care Partnership	Head of Operations	Adult Statutory Services	2,587	2,836	2,248	588	26.2%	427	
Health & Social Care Partnership	Head of Operations	Statutory Services	2,296	2,147	2,059	88	4.3%	68	
Health & Social Care Partnership	Head of Operations	Head of Operations	11,929	1,980	7,258	-5,278	-72.7%	-6,466	
Health & Social Care Partnership	Head of Operations	Business & Performance IJB	2,990	2,766	2,697	69	2.6%	59	
<b>HEALTH &amp; SOCIAL CARE PARTNERSHIP</b>	<b>IJB TOTAL</b>		<b>66,293</b>	<b>45,315</b>	<b>45,105</b>	<b>210</b>	<b>0.5%</b>	<b>728</b>	
Health & Social Care Partnership	Head of Operations	Business & Performance Non-IJB	540	853	540	313	58.0%	313	
<b>HEALTH &amp; SOCIAL CARE PARTNERSHIP</b>	<b>Non-IJB TOTAL</b>		<b>540</b>	<b>853</b>	<b>540</b>	<b>313</b>	<b>58.0%</b>	<b>313</b>	
<b>HEALTH &amp; SOCIAL CARE PARTNERSHIP TOTAL</b>			<b>66,833</b>	<b>46,168</b>	<b>45,645</b>	<b>523</b>	<b>1.1%</b>	<b>1,041</b>	
Place	Development	Planning	1,374	647	831	-184	-22.1%	-247	
Place	Development	Economic Development	1,697	1,674	1,483	191	12.9%	-78	
<b>PLACE</b>	<b>DEVELOPMENT TOTAL</b>		<b>3,071</b>	<b>2,321</b>	<b>2,314</b>	<b>7</b>	<b>0.3%</b>	<b>-325</b>	
Place	Housing	Housing, Strategy & Development	353	521	513	8	1.6%	9	
Place	Housing	Property Maintenance Trading Account	-863	3,699	3,316	383	11.6%	510	
Place	Housing	Community Housing	2,446	255	94	161	171.3%	214	
<b>PLACE</b>	<b>HOUSING TOTAL</b>		<b>1,936</b>	<b>4,475</b>	<b>3,923</b>	<b>552</b>	<b>14.1%</b>	<b>733</b>	
Place	Infrastructure	Facility Support Services	3,903	3,184	3,259	-75	-2.3%	-100	
Place	Infrastructure	Facility Trading Activity	-276	-230	-195	-35	17.9%	-48	
Place	Infrastructure	Asset Maint & Engineering Services	3,437	3,009	3,178	-169	-5.3%	-226	
Place	Infrastructure	Asset Management & Capital Planning	-413	814	912	-98	-10.7%	-131	
Place	Infrastructure	Landscape & Countryside Management	5,888	4,492	4,347	145	3.3%	192	
Place	Infrastructure	Roads Network	4,893	2,929	2,996	-67	-2.2%	-90	
Place	Infrastructure	Roads Trading Activity	-562	-138	-329	191	-58.1%	255	
Place	Infrastructure	Transportation	1,636	2,865	2,963	-98	-3.3%	-131	
Place	Infrastructure	Waste Services	9,816	6,136	6,126	10	0.2%	13	
Place	Infrastructure	Active Business Unit	3,781	2,825	2,819	6	0.2%	9	
<b>PLACE</b>	<b>INFRASTRUCTURE TOTAL</b>		<b>32,102</b>	<b>25,886</b>	<b>26,076</b>	<b>-190</b>	<b>-0.7%</b>	<b>-256</b>	
Place	Communities & Partnerships	Corporate Policy & Improvement	1,934	1,523	1,652	-129	-7.8%	-170	
Place	Communities & Partnerships	Connected Communities	6,585	4,961	5,063	-102	-2.0%	-135	
Place	Communities & Partnerships	Protective Services	1,983	1,324	1,439	-115	-8.0%	-152	
Place	Communities & Partnerships	Customer Services Group	4,308	3,008	3,089	-81	-2.6%	-113	
<b>PLACE</b>	<b>COMMUNITIES &amp; PARTNERSHIPS TOTAL</b>		<b>14,810</b>	<b>10,816</b>	<b>11,243</b>	<b>-427</b>	<b>-3.8%</b>	<b>-570</b>	
<b>PLACE TOTAL</b>			<b>51,919</b>	<b>43,498</b>	<b>43,556</b>	<b>-58</b>	<b>0.0%</b>	<b>-418</b>	
<b>SERVICE TOTAL</b>			<b>291,967</b>	<b>214,355</b>	<b>214,494</b>	<b>-139</b>	<b>-0.1%</b>	<b>-808</b>	
<b>CORPORATE MANAGEMENT TOTAL</b>			<b>-291,967</b>	<b>-199,752</b>	<b>-204,232</b>	<b>4,480</b>	<b>-2.2%</b>	<b>4,808</b>	
<b>TOTAL</b>			<b>0</b>	<b>14,603</b>	<b>10,262</b>	<b>4,341</b>	<b>42.3%</b>	<b>4,000</b>	

**Appendix 2**  
**East Lothian Council**  
**2022/23 Budget Efficiencies - Quarter 3**

Service	2022/23			
	Achieved	Amber	High	
	£'000	£'000	£'000	
Education	0	0	0	
Finance	0	0	0	
Corporate Services	20	0	0	
H&SCP	0	0	0	
Housing	8	0	0	
Communities	30	0	0	
Infrastructure	155	30	0	
Corporate Management	0	150	0	
<b>Total</b>	<b>213</b>	<b>180</b>	<b>0</b>	<b>393</b>
	54.20%	45.80%	0.00%	

### Appendix 3

#### East Lothian Council

#### Budget Monitoring 2022/23 - Additional Funding from the Scottish Government

	£million
<b>2022/23 GRG (per Budget Amendment)</b>	<b>195.103</b>
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<b>Additional Funding - GRG</b>	
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Universal Free School Meals (future years TBC)	0.947
Free School Meals School Holiday Support (future years TBC)	0.303
Additional Investment in H&SC (share of £200m)	3.841
Scottish Child Bridging Payments	0.646
Summer Holiday Provision for Primary School Children	0.161
Whole Family Wellbeing Funding	0.579
Local Heat and Energy Efficiency Strategy	0.075
Balance of the 2021/22 Teachers Pay Award	0.627
£150 Cost of Living Support - 90% of allocation	4.339
Local Government Pay Offer	2.679
£150 Cost of Living Support - Final 10%	0.497
Green Growth Accelerator Funding	0.026
Scottish Child Bridging Payments	0.433
Adult Disability Payment	0.054
DHP Benefit Cap and Admin	0.053
Educational Psychologists	0.008
Council Tax Reduction	0.029
Additional Teacher Induction Scheme	0.499
Self Isolation Assistance Service	0.013
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<b>Total Additional Funding</b>	<b>15.809</b>
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<b>Revised GRG</b>	<b>210.912</b>
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Appendix 4  
 East Lothian Council  
 General Services Capital Budget Monitoring Summary 2022-23  
 Quarter 3

	RAG	Annual (In-Year)									
		Approved Budget 2022/23	Updated Budget 2022/23	Actual 2022/23	Updated Budget-Actual Variance 2022/23	Projected Outturn 2022/23	Updated Budget - Projection Variance 2022/23	Previously reported Outturn to Council (P6/Q2)	Outturn Variance	Projected Outturn 2022/23 - Funding	General Capital Grant / Council Borrowing
Expenditure		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>Community Projects</b>											
Community Intervention	G	375	375	(69)	(444)	260	(115)	275	(15)	-	(260)
Community Intervention Fund - Pump Tracks	G	125	125	1	(124)	25	(100)	25	-	(13)	(13)
Bleachingfield Centre Remodelling Works	G	90	90	-	(90)	-	(90)	90	(90)	-	-
Dunbar Conservation Area Regeneration Scheme (CARS)	G	196	286	-	(286)	15	(271)	286	(271)	(15)	-
Support for Business	G	1,544	2,258	1,671	(587)	2,258	-	2,258	-	-	(2,258)
CCTV	G	150	378	51	(326)	200	(178)	200	-	-	(200)
Town Centre Regeneration	G	823	1,275	807	(469)	1,500	225	1,992	(492)	(1,500)	-
<b>Total Community Projects</b>		<b>3,303</b>	<b>4,787</b>	<b>2,460</b>	<b>(2,326)</b>	<b>4,258</b>	<b>(529)</b>	<b>5,126</b>	<b>(868)</b>	<b>(1,528)</b>	<b>(2,730)</b>
Town Centre Regeneration Grant		(823)	(1,275)	-	1,500	(1,500)	(225)	(1,992)	492	-	-
Other Funding Sources		(236)	(236)	-	28	(28)	208	(248)	221	-	-
<b>Total Income: Community Projects</b>		<b>(1,059)</b>	<b>(1,511)</b>	<b>-</b>	<b>1,528</b>	<b>(1,528)</b>	<b>(16)</b>	<b>(2,241)</b>	<b>713</b>	<b>-</b>	<b>-</b>
<b>ICT</b>											
IT Programme & Digital Opportunities	A	2,100	2,100	1,247	(853)	1,720	(380)	2,220	(500)	(120)	(1,600)
<b>Total ICT</b>		<b>2,100</b>	<b>2,100</b>	<b>1,247</b>	<b>(853)</b>	<b>1,720</b>	<b>(380)</b>	<b>2,220</b>	<b>(500)</b>	<b>(120)</b>	<b>(1,600)</b>
Other Funding Sources		-	-	-	120	(120)	(120)	(120)	-	-	-
<b>Total Income: ICT</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>120</b>	<b>(120)</b>	<b>(120)</b>	<b>(120)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fleet</b>											
Amenties - Machinery & Equipment - replacement	G	230	230	147	(83)	230	(0)	230	-	-	(230)
Vehicles	A	5,041	5,554	2,294	(3,260)	3,594	(1,960)	3,000	594	-	(3,594)
<b>Total Fleet</b>		<b>5,271</b>	<b>5,784</b>	<b>2,441</b>	<b>(3,343)</b>	<b>3,823</b>	<b>(1,961)</b>	<b>3,230</b>	<b>594</b>	<b>-</b>	<b>(3,823)</b>
Other Funding Sources		-	-	-	-	-	-	-	-	-	-
<b>Total Income: Fleet</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Open Space</b>											
3G Pitch Carpet Replacement Programme	G	500	500	358	(142)	500	-	529	(29)	(140)	(360)
Cemeteries (Burial Grounds)	G	439	939	28	(911)	100	(839)	439	(339)	(100)	-
River Tyne / Haddington Flood Protection scheme	G	300	315	-	(315)	10	(305)	25	(15)	-	(10)
Coastal / Flood Protection schemes - Musselburgh	G	1,642	1,912	224	(1,688)	750	(1,162)	829	(79)	-	(750)
Coastal Car Park Toilets	G	14	81	42	(40)	112	30	112	-	(40)	(72)
Core Path Plan	G	50	59	-	(59)	50	(9)	50	-	-	(50)
Mains Farm Town Park & Pavilion	G	12	38	14	(24)	38	-	38	-	-	(38)
Nature Restoration	G	-	43	31	(12)	50	7	153	(103)	-	(50)
Replacement Play Equipment	G	100	100	146	46	108	8	108	-	-	(108)
Polson Park	G	160	160	-	(160)	-	(160)	-	-	-	-
Sports and Recreation LDP	G	1,361	1,361	37	(1,325)	703	(658)	1,505	(802)	(652)	(51)
Waste - New Bins	G	172	172	111	(61)	168	(4)	172	(4)	-	(168)
Waste - Machinery & Equipment - replacement	G	40	40	26	(14)	44	4	40	4	-	(44)
<b>Total Open Space</b>		<b>4,791</b>	<b>5,720</b>	<b>1,015</b>	<b>(4,705)</b>	<b>2,633</b>	<b>(3,088)</b>	<b>4,000</b>	<b>(1,367)</b>	<b>(931)</b>	<b>(1,702)</b>
Developer Contribution		(361)	(361)	-	361	(125)	237	(557)	432	-	-
Other Funding Sources		(1,011)	(1,020)	-	1,020	(806)	214	(1,176)	370	-	-
<b>Total Income: Open Space</b>		<b>(1,372)</b>	<b>(1,382)</b>	<b>-</b>	<b>1,382</b>	<b>(931)</b>	<b>451</b>	<b>(1,733)</b>	<b>802</b>	<b>-</b>	<b>-</b>
<b>Roads, Lighting and related assets</b>											
Cycling Walking Safer Streets	G	472	502	100	(402)	721	219	721	-	(721)	-
East Linton Rail Stop / Infrastructure	G	1,520	3,038	0	(3,038)	1,520	(1,518)	3,038	(1,518)	-	(1,520)
Parking Improvements	G	110	230	88	(142)	134	(96)	230	(96)	-	(134)
Roads	G	6,700	6,993	3,690	(3,302)	6,637	(356)	6,735	(98)	-	(6,637)
Roads - externally funded projects	G	1,729	1,729	1,332	(397)	1,729	-	1,729	-	(1,729)	-
Drem - Gullane Path	G	30	30	13	(17)	30	-	30	-	(30)	-
<b>Total Roads, Lighting and related assets</b>		<b>10,561</b>	<b>12,522</b>	<b>5,224</b>	<b>(7,297)</b>	<b>10,770</b>	<b>(1,751)</b>	<b>12,483</b>	<b>(1,712)</b>	<b>(2,480)</b>	<b>(8,291)</b>
Developer Contribution		(69)	(69)	-	69	(69)	-	(69)	-	-	-
Other Funding Sources		(2,162)	(2,192)	-	2,411	(2,411)	(219)	(2,411)	-	-	-
<b>Total Income: Roads, Lighting and related assets</b>		<b>(2,231)</b>	<b>(2,261)</b>	<b>-</b>	<b>2,480</b>	<b>(2,480)</b>	<b>(219)</b>	<b>(2,480)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Property - Education</b>											
Aberlady Primary - extension	G	1,698	2,413	31	(2,382)	70	(2,343)	300	(230)	(70)	-
Blindwells Primary - new school	A	3,227	3,216	542	(2,674)	744	(2,472)	1,000	(256)	(744)	-
Craighall Primary - New School	A	4,298	4,292	529	(3,762)	727	(3,564)	1,000	(273)	(727)	-
Dunbar Grammar - extension	G	-	-	-	-	-	-	-	-	(131)	131
Dunbar Primary - John Muir Campus - Early Learning and 1140	G	-	24	19	(5)	24	-	24	-	(24)	-
East Linton Primary - extension including Early Learning and 1140	G	324	524	-	(524)	-	(524)	200	(200)	-	-
Elphinstone Primary - extension	G	77	77	-	(77)	-	(77)	77	(77)	-	-
Gullane Primary - extension including Early Learning and 1140	G	-	702	4	(698)	450	(252)	500	(50)	(312)	(138)
Haddington School (Infants & St. Mary)	G	26	51	-	(51)	-	(51)	51	(51)	-	-
Kingsmeadow Primary	G	26	51	-	(51)	-	(51)	51	(51)	-	-
Law Primary - extension including Early Learning and 1140	A	2,890	3,415	2,248	(1,167)	3,415	-	3,085	330	(3,415)	-
Letham Primary - New School	G	-	120	8	(112)	10	(110)	120	(110)	-	(10)
Macmerry Primary - extension	G	157	156	31	(125)	35	(121)	20	15	(35)	-
Musselburgh Grammar - upgrades	G	284	412	282	(130)	300	(112)	412	(112)	-	(300)
North Berwick High School - Extension	A	1,445	3,083	2,073	(1,010)	3,467	385	3,083	385	(3,337)	(131)
Ormiston Primary - extension	A	374	1,012	1,271	258	1,353	341	1,353	-	-	(1,353)
Pinkie St Peter's Primary - sports hall extension	G	1,454	2,087	793	(1,293)	2,087	-	2,087	-	(871)	(1,216)
Pinkie St Peter's Primary - extension including Early Learning and 1140	G	2,970	3,596	1,948	(1,648)	2,596	(1,000)	2,596	-	(2,596)	-
Preston Lodge High School - extension (phase 1)	G	248	248	-	(248)	30	(218)	100	(70)	(30)	-
Prestonpans Primary - upgrades	G	3	3	-	(3)	-	(3)	3	(3)	-	-
Ross High School - extension	A	1,273	1,377	1,658	282	1,873	496	1,377	496	(1,873)	-
School Estate - Curriculum Upgrades	G	330	653	-	(653)	-	(653)	30	(30)	-	-
School Kitchens - 1140 Upgrades	G	-	-	18	18	2	2	5	(2)	(3)	-
St Gabriel's Primary - extension including Early Learning and 1140	G	648	742	805	63	959	218	742	218	(823)	(136)
Wallyford Primary - New School	G	-	59	10	(49)	10	(49)	59	(49)	-	(10)
Wallyford Learning Campus	G	18,545	19,801	17,520	(2,281)	22,800	2,999	19,801	2,999	(451)	(22,349)
West Barns Primary - extension including Early Learning and 1140	G	1,590	1,794	1,621	(173)	2,315	521	1,794	521	(1,789)	(526)
Whitcraig Primary - new school including Early Learning and 1140	G	185	309	128	(181)	309	-	309	-	(309)	-
Windygoul Primary - Early learning and 1140 extension	G	1,063	1,010	3	(1,008)	10	(1,000)	10	-	(10)	-
Windygoul Primary - extension	G	900	900	840	(60)	840	(60)	900	(60)	-	(840)
<b>Total Property - Education</b>		<b>44,035</b>	<b>52,125</b>	<b>32,382</b>	<b>(19,743)</b>	<b>44,426</b>	<b>(7,699)</b>	<b>41,086</b>	<b>3,339</b>	<b>(17,548)</b>	<b>(26,878)</b>
Developer Contribution		(10,760)	(12,863)	-	9,660	(9,660)	3,203	(9,585)	(75)	-	-
1140 Grant Income		(8,190)	(8,498)	-	7,888	(7,888)	610	(6,645)	(1,244)	-	-



Appendix 4  
 East Lothian Council  
 General Services Capital Budget Monitoring Summary 2022-23  
 Quarter 3

RAG	Annual (In-Year)									
	Approved Budget 2022/23	Updated Budget 2022/23	Actual 2022/23	Updated Budget - Actual Variance 2022/23	Projected Outturn 2022/23	Updated Budget - Projection Variance 2022/23	Previously reported Outturn to Council (P6/Q2)	Outturn Variance	Projected Outturn 2022/23 - Funding	General Capital Grant / Council Borrowing
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>										
Other Funding Sources										
<b>Total Income: Property - Education</b>										
	(18,950)	(21,361)	-	17,548	(17,548)	3,813	(16,230)	(1,319)		(0)
<b>Property - Other</b>										
Accelerating Growth:	11,696	14,702	9,545	(5,156)	14,438	(263)	12,088	2,350	(7,921)	(6,518)
- Cockszie	3,000	3,000	657	(2,343)	980	(2,020)	1,000	(20)	(980)	-
- Blindwells	91	273	56	(218)	158	(115)	110	48	(50)	(108)
- Innovation Hub	1,006	1,330	603	(727)	800	(530)	1,330	(530)	-	(800)
- A1/QMU Junction	7,599	10,098	8,229	(1,869)	12,500	2,402	9,648	2,852	(6,890)	(5,610)
Brunton Hall - Improved Community Access	200	200	-	(200)	50	(150)	200	(150)	-	(50)
Court Accommodation - incl. SPOC	1,749	1,749	-	(1,749)	-	(1,749)	249	(249)	-	-
Haddington Corn Exchange - upgrades	16	16	-	(16)	-	(16)	-	-	-	-
Haddington Town House - Refurbishment and Rewire	300	417	459	42	417	-	417	-	-	(417)
Meadowmill - New Depot	-	25	27	2	27	2	25	2	-	(27)
New ways of working Programme	1,995	1,995	540	(1,455)	973	(1,022)	973	-	-	(973)
Prestonrange Museum	2,279	2,484	550	(1,934)	1,004	(1,480)	2,484	(1,480)	(633)	(370)
Property Renewals	3,000	3,000	1,549	(1,451)	3,099	99	3,099	-	(99)	(3,000)
Replacement Childrens House	802	802	-	(802)	-	(802)	802	(802)	-	-
Sports Centres	200	372	340	(32)	372	-	372	-	-	(372)
Tynebank Resource Centre	-	-	8	8	8	8	8	-	(8)	-
Water meter size reduction	14	14	-	(14)	-	(14)	14	(14)	-	-
Whitecraig Community Centre	-	49	0	(49)	49	-	49	-	-	(49)
<b>Total Property - Other</b>	<b>22,251</b>	<b>25,825</b>	<b>13,019</b>	<b>(12,806)</b>	<b>20,437</b>	<b>(5,388)</b>	<b>20,781</b>	<b>(343)</b>	<b>(8,660)</b>	<b>(11,777)</b>
Developer Contribution										
Other Funding Sources										
<b>Total Income: Property - Other</b>										
	(5,993)	(7,379)	-	8,660	(8,660)	(1,281)	(5,486)	(3,175)		-
	(5,993)	(7,379)	-	8,660	(8,660)	(1,281)	(5,486)	(3,175)		-
<b>Total Property Spend - Education and Other</b>										
	66,286	77,950	45,402	(32,549)	64,863	(13,087)	61,867	2,996		
<b>Total Income: Property - Education and Other</b>										
	(24,943)	(28,740)		26,209	(26,209)	2,531	(21,716)	0	(26,209)	(38,655)
Capital Plan Fees	2,447	2,447	-	(2,447)	2,447	-	2,447	-	-	(2,447)
<b>Total Gross Expenditure</b>	<b>94,759</b>	<b>111,310</b>	<b>57,790</b>	<b>(53,520)</b>	<b>90,514</b>	<b>(20,796)</b>	<b>91,372</b>	<b>(858)</b>	<b>(31,267)</b>	<b>(59,248)</b>
<b>Income</b>										
Developer Contribution	(11,190)	(13,293)			(9,853)	3,440	(10,211)	357		
1140 Grant Income	(8,190)	(8,498)			(7,888)	610	(6,645)	(1,244)		
1140 CFR from Revenue										
Town Centre Regeneration Grant	(823)	(1,275)			(1,500)	(225)	(1,992)	492		
Other Funding Sources	(9,401)	(10,827)			(12,025)	(1,198)	(9,441)	(2,584)		
Scottish Government General Capital Grant	(9,044)	(9,422)			(18,158)	(8,736)	(9,422)	(8,736)		18,158
<b>Total Income</b>	<b>(38,648)</b>	<b>(43,316)</b>			<b>(49,425)</b>	<b>(6,109)</b>	<b>(37,711)</b>	<b>(11,714)</b>		
<b>Borrowing Requirement</b>										
	56,110	67,994			41,089	(26,905)	53,660	(12,571)		(41,089)
Actual as % of Approved Budget	61%									
Actual as % of Updated Budget	52%									
Actual as % of Projected Outturn	64%									

Appendix 5  
 East Lothian Council  
 Budget Monitoring HRA 2022/23 - Quarter 3

	2022/23 Budget £'000	2022/23 Actual to Date £'000	2022/23 Budget to Date £'000	2022/23 Budget Variance to Date £'000
Total Income	-34,711	-26,146	-25,646	-500
Total Expenditure	33,025	12,901	12,434	467
<b>(Surplus) / Deficit for Year</b>	<b>-1,686</b>	<b>-13,245</b>	<b>-13,212</b>	<b>-33</b>

	2022/23 Budget £'000
<b>Management of Balances</b>	
Opening (Surplus) / Deficit	-1,748
CFCR	1,500
<b>(Surplus) / Deficit for Year</b>	<b>-1,686</b>
<b>Closing (Surplus) / Deficit</b>	<b>-1,934</b>

**Appendix 6**  
**East Lothian Council**  
**Budget Monitoring HRA Capital 2022/23 - Quarter 3**

	<b>2022/23 Budget</b>	<b>2022/23 Actual to Date</b>	<b>2022/23 Budget to Date</b>	<b>2022/23 Budget Variance to Date</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Modernisation	14,421	6,373	7,290	-917
New Council Housing	26,068	13,158	19,551	-6,393
Fees	1,410	0	0	0
Mortgage to Rent	280	0	0	0
<b>TOTAL</b>	<b>42,179</b>	<b>19,531</b>	<b>26,841</b>	<b>-7,310</b>

Funded By:

	<b>2022/23 Budget</b>	<b>2022/23 Actual to Date</b>	<b>2022/23 Budget to Date</b>	<b>2022/23 Budget Variance to Date</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Grants	-6,500	-5,964	-4,875	-1,089
Grants MTR	-196	0	0	0
CFCR	-1,500	0	0	0
Borrowing	-33,983	0	0	0
<b>TOTAL</b>	<b>-42,179</b>	<b>-5,964</b>	<b>-4,875</b>	<b>-1,089</b>



**REPORT TO:** East Lothian Council  
**MEETING DATE:** 28 February 2023  
**BY:** Executive Director for Council Resources  
**SUBJECT:** Business Rates Empty Property Relief Policy

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**2**

## **1 PURPOSE**

- 1.1 To seek Council's agreement for the Business Rates Empty Property Relief Policy.

## **2 RECOMMENDATIONS**

Council is recommended to:

- 2.1 Agree to adopt the Scottish Government's current Empty Property Relief legislation for Business Rates as the devolved East Lothian Council Policy from 1 April 2023.
- 2.2 Note the intention to review this policy during 23/24 as part of the wider budget strategy.

## **3 BACKGROUND**

- 3.1 The existing provisions for the award of Empty Property relief (Section 24 of the Local Government (Scotland) Act 1966) will be repealed by Section 19 of the Non-Domestic Rates Act (Scotland) 2020 with effect from 1 April 2023. An East Lothian Business Rates Empty Property Relief Policy needs to be introduced from 1 April 2023. Scottish councils are able to introduce their own Empty Property Relief Policy by using Section 3A of the Local Government (Financial Provisions etc.) (Scotland) Act, as amended by Section 140 of the Community Empowerment (Scotland) Act 2015.

## **4 POLICY IMPLICATIONS**

4.1 East Lothian Council's Business Rates Empty Property Relief Policy will initially mirror the Scottish Government's current legislation and definitions. Empty properties are defined as rateable entries which are not currently occupied.

### **4.2 Time-limited Empty Property Relief**

4.2.1 Industrial Properties (with the same definition contained previously in the Local Government (Scotland) Act 1966) will receive 100% relief for six months from the last date of occupation and 10% relief thereafter.

4.2.2 All other non-industrial properties will receive 50% rates relief for the first three months from the last occupation date and 10% relief thereafter.

4.2.3 Short periods of occupation of three months or less will be ignored when assessing last occupation date.

### **4.3 100% Empty Property Relief – No Limit of Time**

4.3.1 Listed Buildings or properties subject to preservation order. The property is subject to a building preservation notice(s) as defined by Section 56 of the town and Country Planning (Scotland) act 1972 (a) or included in a list compiled under Section a of that Act; or included in the Schedule of Monuments compiled under Section 11 of the Ancient Monuments and Archaeological Areas Act; or Industrial lands and heritages.

4.3.2 Properties that do not comprise of any building or part-building.

4.3.3 Properties with a rateable value of less than £1700.

4.3.4 Properties where the rateable occupier is a trustee for sequestration, liquidation, or an executor. The person entitled to possession of the lands and heritages is so entitled by virtue of being the trustee under a trust deed for creditors, or the trustee under an award of sequestration, or the executor of the estate of a deceased person.

4.3.5 Properties where the rateable occupier is a company that has been wound up under the Insolvency Act. The person entitled to possession of the lands and heritages is so entitled in his capacity as liquidator by virtue of an order made under Section 112 or Section 145 of the Insolvency Act 1986 (d), or the owner of the lands and heritages is a company which is subject to a winding-up order made under the Insolvency Act 1986, or which is being wound up voluntarily under that Act.

4.3.6 Properties where occupation is prohibited by law. The owner of the lands and heritages are prohibited by law from occupying them or allowing them to be occupied.

4.3.7 Properties which are subject to a compulsory purchase order. The lands and heritages are kept vacant by reason of action taken by or on behalf of the Crown or any local or public authority with a view to prohibiting the occupation of the lands and heritages or to acquiring them.

#### 4.4 Continuation of existing Empty Property Relief

4.4.1 Existing empty property reliefs will transfer over to East Lothian's Empty Property Relief Policy on 1 April 2023. Where time-limited reliefs are in place at 31 March 2023, each property will receive the balance of relief due based on the overall maximum period of six months for Industrial Property 100% relief (4.2.1) and maximum period of three months for non-Industrial Property 50% relief (4.2.2).

### 5 INTEGRATED IMPACT ASSESSMENT

5.1 The report is not applicable to the wellbeing of equalities groups and an Impact Assessment is not required.

### 6 RESOURCE IMPLICATIONS

6.1 Financial – No additional resource implications. A full review of Empty Property Relief recipients was carried out by the Revenues Service in October 2022. Another annual review of Empty Property Relief recipients is scheduled for autumn 2023.

6.2 Personnel - none

6.3 Other – none

### 7 BACKGROUND PAPERS

7.1 Current Empty Property Relief information can be found here

<https://www.mygov.scot/non-domestic-rates-relief/reliefs-for-empty-or-newly-re-occupied-properties>

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<b>DATE</b>	13 February 2023





**REPORT TO:** East Lothian Council  
**MEETING DATE:** 28 February 2023  
**BY:** Executive Director for Council Resources  
**SUBJECT:** Treasury Management Strategy 2023-24 to 2027-28

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**6**

## **1 PURPOSE**

- 1.1 To seek the approval of Council of the Treasury Management and Investment Strategies for 2023-24 to 2027-28.

## **2 RECOMMENDATIONS**

- 2.1 Council is recommended to :
- i. Note that the General Services and HRA Capital investment plans for 2023-24 to 2027-28 are subject to consideration and approval by the previous agenda item considered by Council on 28 February 2023. Should there be any change to the approved figures, there will be a need to update the specific Boundaries and Limits set out below.
  - ii. Approve the Treasury Management Strategy referenced within sections 3.6-3.19.
  - iii. Approve the Investment Strategy referenced in sections 3.20-3.22.
  - iv. Approve the repayment of loans fund advances using the methodology detailed in section 3.7.
  - v. Approve the Operational Boundaries for external debt as detailed in section 3.15.
  - vi. Approve the Authorised Limits for external debt as detailed in section 3.16.
  - vii. Approve the delegation of authority to the Chief Financial Officer in conjunction with the Head of Finance to effect movement between

external borrowing and other long-term liabilities as detailed in section 3.19.

- viii. Note the detailed Treasury Management Strategy Statement which has been submitted to the Members' Library (Ref. 18/23, February 2023 Bulletin).

### **3 BACKGROUND**

- 3.1 Treasury management is defined as the management of the local authority's borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.
- 3.2 The Treasury Management Code of Practice requires the Council to approve a Treasury Management Strategy and an Investment Strategy in advance of each financial year.
- 3.3 This strategy is also supported by the Financial and Capital Strategies, which were approved by Council on 13 December 2022, and is intended to firmly place decisions around borrowing in the context of the overall longer-term financial position of the authority and to provide improved links between the revenue and capital budgets.
- 3.4 The full Treasury Management and Investment Strategy for the period 2023-24 to 2027-28 has been lodged in the Members' Library. This report outlines the key points from those strategies. The figures used are based on those reflected in the draft General Services and HRA capital budgets amendment being considered by Council at this meeting.
- 3.5 Each year a local authority must calculate the revenue costs that flow from capital financing decisions. This means that capital expenditure must be limited to a level that is affordable and within the projected income of the Council for the foreseeable future, taking into account the elements below:
- Increases in principal and interest charges caused by increased borrowing to finance additional capital expenditure, and
  - Any additional running costs from new capital projects.

#### **Treasury Management Strategy**

- 3.6 The table below provides details setting out the capital investment plans for 2023-24 to 2027-28, in line with the proposed General Services and HRA capital budgets. As a reminder, the actual capital expenditure incurred in 2021-22 and provisional estimates of total gross capital expenditure plans and how these are to be financed for 2022-23 are also detailed below. Not all of the projected expenditure will be funded by

borrowing, but any shortfall of other funding resources results in a borrowing need.

**Table 1**

Capital expenditure £'000	2021/22 Actual	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate	2027/28 Estimate	5 Year Total Estimate
General Services	64,689	90,514	98,917	95,641	45,733	44,529	64,182	349,001
HRA	30,841	40,604	33,964	42,812	46,964	28,704	23,211	175,655
<b>Total</b>	<b>95,530</b>	<b>131,118</b>	<b>132,881</b>	<b>138,453</b>	<b>92,697</b>	<b>73,233</b>	<b>87,393</b>	<b>524,656</b>

Financing of capital expenditure £'000	2021/22 Actual	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate	2027/28 Estimate	5 Year Total Estimate
<b>General Services</b>								
Capital grants	-14,463	-39,571	-17,351	-39,539	-20,286	-34,718	-42,441	-154,335
Capital receipts	-12,117	-10,119	-15,609	-19,867	-16,267	-17,760	-23,038	-92,542
CFCR	-533	0	0	0	0	0	0	0
<b>General Services Total</b>	<b>-27,114</b>	<b>-49,690</b>	<b>-32,960</b>	<b>-59,406</b>	<b>-36,553</b>	<b>-52,478</b>	<b>-65,479</b>	<b>-246,877</b>
<b>HRA</b>								
Capital grants	-9,258	-12,487	-6,696	-5,696	-3,696	-3,696	-196	-19,980
Capital receipts		0	0	0	0	0	0	0
CFCR	-4,264	-2,308	-1,200	-1,500	-2,500	-3,000	-3,500	-11,700
<b>HRA Total</b>	<b>-13,522</b>	<b>-14,795</b>	<b>-7,896</b>	<b>-7,196</b>	<b>-6,196</b>	<b>-6,696</b>	<b>-3,696</b>	<b>-31,680</b>
<b>Net financing need for the year</b>	<b>54,894</b>	<b>66,633</b>	<b>92,025</b>	<b>71,851</b>	<b>49,948</b>	<b>14,059</b>	<b>18,218</b>	<b>245,899</b>

3.7 The net financing need for the year is financed by Loans Fund advances. The operation of the loans fund is regulated by statute: (The Local Authority (Capital Finance and Accounting) (Scotland) Regulations 2016 (the 2016 Regulations)) which came into force on 1 April 2016. The Council will apply the following strategy for loans fund advances, and this remains consistent with the Loans Fund Review principles previously approved by Council in June 2019:

- Any income/receipts applied in year are where possible aligned to shorter life assets or where appropriate to reduce loans fund advances. Any loans fund advances in year is matched to assets with longer economic lives.

## **General Services**

- Capital expenditure funded by loans fund advances from 2001 is reflected within the loans fund on an individual asset basis, rather than an overall pooled approach.
- Capital expenditure funded by loans fund advances incurred between 2001 and 2016 has been aligned to the asset life which was given at the time capital expenditure had been incurred (i.e. in line with depreciation charged through the Council's statutory accounts). These have been aligned to the asset lives provided for the rolling valuation programme as required by the Council's statutory accounting process.
- From 2016, in line with the statutory guidance, all asset lives have been reviewed and aligned to the estimated economic life of the asset.

## **HRA**

- Capital expenditure funded by loans fund advances incurred from 2001 has been reflected within the loans fund and categorised as new council housing, modernisation expenditure on existing properties and open market acquisitions.
- Capital expenditure funded by loans fund advances incurred between 2001 and 2012-13 has been aligned to the asset life which was given at the time capital expenditure has been incurred (i.e. in line with depreciation charged through the Council's statutory accounts).
- From 2013-14, there was a change to the approach required to value Council dwellings through the statutory accounts. As a result, all of the Council dwellings have been depreciated using a pooled approach and given the same life, regardless of each asset's age.
- It is not considered prudent and commensurate with the economic benefit of the asset life to match loans fund advances in such a way. As such, from 2013-14, all of the asset lives have been reviewed, and all HRA loans fund advances are now aligned to the estimated economic life of the asset.

3.8 For illustrative purposes, assuming projected expenditure is in line with approved plans and further extended to a 10 year period, the General Services and HRA expected loans fund balances are shown in tables 2 and 3 below.

**Table 2 - General Services**

<b>General Services £'000</b>	<b>Opening Balance</b>	<b>Advances</b>	<b>Repayments</b>	<b>Closing Balance</b>
Year 1	273,317	55,845	6,560	322,602
Year 2-5	322,602	92,751	21,868	393,484
Year 6-10	393,484	24,104	30,093	387,495
Year 11-15	387,495	0	36,381	351,115
Year 15-20	351,115	0	42,173	308,941
Year 21-30	308,941	0	74,483	234,458
Year 31-40	234,458	0	54,381	180,077
Year 41-50	180,077	0	64,542	115,536
Year 51-60	115,536	0	83,594	31,942
Year 61-70	31,942	0	31,942	0

**Table 3 - HRA**

<b>HRA £'000</b>	<b>Opening Balance</b>	<b>Advances</b>	<b>Repayments</b>	<b>Closing Balance</b>
Year 1	223,685	33,983	4,972	252,697
Year 2-5	252,697	114,490	25,994	341,193
Year 6-10	341,193	52,761	41,768	352,185
Year 11-15	352,185	0	42,938	309,247
Year 16-20	309,247	0	39,114	270,133
Year 21-30	270,133	0	63,656	206,477
Year 31-40	206,477	0	60,237	146,240
Year 41-50	146,240	0	61,070	85,169
Year 51-60	85,169	0	64,841	20,328
Year 61-70	20,328	0	20,328	0

3.9 The Capital Financing Requirement (CFR) measures the Council's underlying need to borrow for a capital purpose. The Council does not associate borrowing with particular items or types of expenditure. The authority has an integrated Treasury Management Strategy and has adopted the CIPFA Code of Treasury Management. The Council has at any point in time a number of cash flows both positive and negative. In day-to-day cash management, no distinction is made between revenue

cash and capital cash. External borrowing arises as a consequence of all the financial transactions of the Council and not simply those arising from capital spending. Other than to manage short-term cash flows, the Council is not allowed to borrow for revenue purposes.

3.10 Table 4 below sets out the Capital Financing Requirement (CFR) and the movement in CFR for the Council across the 5 year strategy period from 2023-24 to 2027-28. The table also includes a reminder of the actual CFR in 2021-22 and current projections for 2022-23.

**Table 4 - CFR**

£'000	2021/22 Actual	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate	2027/28 Estimate
<b>Capital Financing Requirement (including PPP &amp; Finance Leases)</b>							
CFR - General Services	291,703	330,724	403,333	430,854	431,023	414,755	405,667
CFR – HRA	219,522	240,509	265,974	295,781	330,196	345,187	357,242
<b>Total CFR</b>	<b>511,225</b>	<b>571,223</b>	<b>669,307</b>	<b>726,635</b>	<b>761,220</b>	<b>759,941</b>	<b>762,909</b>
<b>Movement in CFR</b>	<b>43,702</b>	<b>60,009</b>	<b>82,679</b>	<b>57,328</b>	<b>34,584</b>	<b>-1,278</b>	<b>2,968</b>
<b>Movement in CFR represented by</b>							
Net financing need for the year	54,381	66,663	92,025	71,851	49,947	14,059	18,217
GS -Less loan fund repayments and other financing movements	-6,273	-1,802	-3,947	-8,714	-9,010	-8,319	-7,789
HRA - Less loan fund repayments and other financing movements	-4,406	-4,822	-5,399	-5,809	-6,353	-7,017	-7,460
<b>Movement in CFR</b>	<b>43,702</b>	<b>60,009</b>	<b>82,679</b>	<b>57,328</b>	<b>34,584</b>	<b>-1,278</b>	<b>2,968</b>

3.11 Capital investment decisions should be made in accordance with the following fundamental principles of the Prudential Code:

- Service objectives e.g. achieving the Council Plan objectives
- Stewardship of assets e.g. asset management planning
- Affordability e.g. implications for Council Tax and Rent levels
- Value for money e.g. option appraisal
- Prudence and sustainability e.g. implications for external borrowing
- Practicality e.g. is the investment proposal practical given other competing pressures on the service involved

3.12 Prudential indicators are also required to assess the affordability of the capital investment plans. These provide an indication of the impact of the capital investment plans on the councils overall finances. Some of these are set out in more detail below.

- One of the main prudential indicators is the ratio of financing costs to net revenue streams which identifies the trend in the cost of capital against income. Actual 2021-22 figures, and estimates of the ratio of financing costs to net revenue stream for the current and future years are set out in the table 5 below.

**Table 5 – Ratio of financing costs to net revenue streams**

£'000	2021/22 Actual	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate	2027/28 Estimate
GS Revenue Stream	279,553	276,375	297,453	305,389	311,231	319,080	325,520
GS Financing Costs	15,250	8,111	13,000	19,258	19,941	19,008	18,190
General Services	5.62%	2.93%	4.37%	6.31%	6.41%	5.96%	5.59%
HRA Revenue Stream	36,194	276,375	297,453	305,389	311,231	319,080	325,520
HRA Financing Costs	10,494	11,582	13,585	14,747	16,466	18,006	18,789
HRA	28.99%	33.37%	36.24%	36.76%	38.31%	39.18%	38.79%

- The reduction in the General Services 2022-23 ratio reflects an assumption showing the impact of use of fiscal flexibilities in relation to loans fund principal repayments, which will form part of the outturn report to Council in June 2023. If the flexibility is not applied both the financing costs and the ratio will increase. The ratio also reflects the size of the capital investment budgets to support the infrastructure requirements associated with current and future growth plans.

The phased payback of the 2022-23 fiscal flexibility is also included from 2023-24.

- The HRA ratio reflects the large planned investment in new council housing programme, which is mainly financed through borrowing. This borrowing has to be repaid with interest and this leads to increased financing costs.
- The incremental impact of capital investment decisions on council tax and housing rent levels are set out in Tables 6 and 7 below.

**Table 6 - Impact on Council Tax**

	2021/22 Actual	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate	2027/28 Estimate
General Services Debt £'000	257,927	309,114	372,651	401,755	403,784	389,611	382,427
Band D Equivalents	51,577	58,548	61,235	62,739	63,997	64,904	65,927
Debt per Band D Equivalent £	£5,001	£5,280	£6,086	£6,404	£6,309	£6,003	£5,801

**Table 7 - Impact on Rent**

	2021/22 Actual	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate	2027/28 Estimate
HRA debt £'000	219,522	245,305	265,974	295,781	330,196	345,187	357,242
Number of HRA dwellings	9,010	9,204	9,283	9,444	9,608	9,681	9,701
Debt per dwelling £	£24,364	£26,652	£28,652	£31,319	£34,367	£35,656	£36,825

3.13 The Council's treasury portfolio position at 31 March 2022 and forward projections are shown in Table 8 below. The table shows the actual external debt (the treasury management operations) against the underlying capital borrowing need (the Capital Financing Requirement – CFR) highlighting any over or under borrowing.

**Table 8 – Treasury Portfolio**

£'000	2021/22 Actual	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate	2027/28 Estimate
<b>External Debt</b>							
Debt at 1 April	365,549	477,448	493,592	573,341	616,035	663,912	666,391
Expected change in Debt	59,212	16,143	79,749	42,694	47,877	2,480	3,098
Other long-term liabilities (OLTL)	35,356	33,779	32,214	30,687	29,104	27,245	25,148
Expected change in OLTL	-1,577	-1,565	-1,527	-1,583	-1,860	-2,096	-1,902
Actual gross debt at 31 March	458,540	525,806	604,028	645,139	691,156	691,539	692,735
The Capital Financing Requirement	511,228	586,632	669,311	726,639	761,224	759,945	762,913
Under / (over) borrowing	52,688	60,827	65,283	81,500	70,067	68,406	70,178



- 3.14 The key treasury management indicator of prudence is that external borrowing should not exceed the CFR for the preceding year (2021-22) plus additional CFR in the current (2022-23) and two following years (2023-24 and 2024-25).

	<b>2022/23 Estimate Gross Debt</b>	<b>2021/22 Actual CFR</b>	<b>2022/23 Estimate CFR Increase</b>	<b>2023/24 Estimate CFR Increase</b>	<b>2024/25 Estimate CFR Increase</b>	<b>CFR Total</b>
£m	525	511	75	83	57	726

This year is projected to be within this indicator - External Debt £525m and CFR £726m. At the close of the 2021-22 financial year, the Council was well within this indicator, as the CFR for the actual year was £511 million and external borrowing was £458 million.

### **Boundaries for Debt**

- 3.15 In line with the requirements, the Council is asked to approve limits beyond which external debt is not normally expected to exceed in the proceeding 5 years of the strategy. The operational boundaries for gross external debt are set out in Table 9 below.

**Table 9 – Operational Boundary**

<b>Operational boundary £'000</b>	<b>2022/23 Estimate</b>	<b>2023/24 Estimate</b>	<b>2024/25 Estimate</b>	<b>2025/26 Estimate</b>	<b>2026/27 Estimate</b>	<b>2027/28 Estimate</b>
Debt	554,418	638,624	697,535	733,979	734,797	739,667
Other long term liabilities	32,209	30,682	29,099	27,240	25,143	23,241
<b>Total</b>	<b>586,627</b>	<b>669,306</b>	<b>726,634</b>	<b>761,219</b>	<b>759,940</b>	<b>762,908</b>

- 3.16 Furthermore, the Council must set maximum levels of borrowing by way setting Authorised Limits for its gross external debt for the strategy period. Table 10 below sets out the maximum authorised limits for the next five years. These limits separately identify borrowing from other long-term liabilities such as finance leases.

**Table 10 – Authorised Limits**

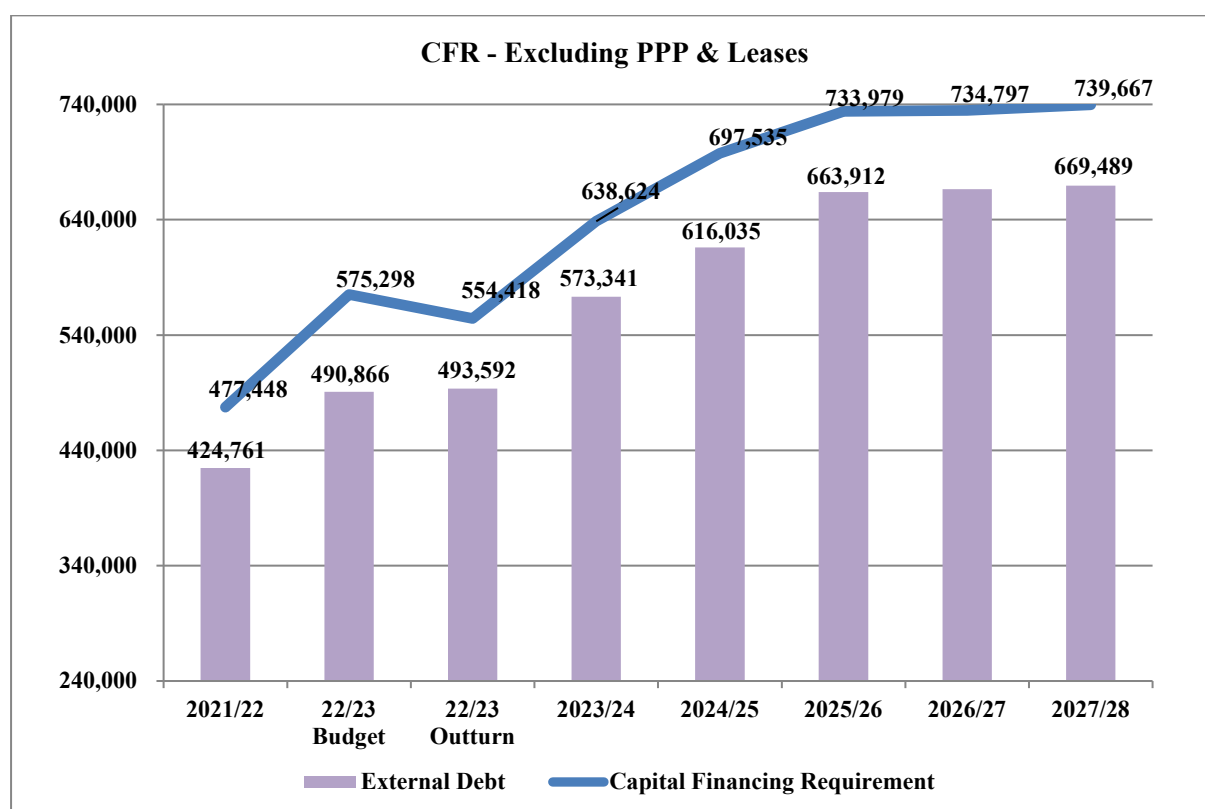
<b>Authorised limit £'000</b>	<b>2022/23 Estimate</b>	<b>2023/24 Estimate</b>	<b>2024/25 Estimate</b>	<b>2025/26 Estimate</b>	<b>2026/27 Estimate</b>	<b>2027/28 Estimate</b>
Debt	609,000	680,000	765,000	777,000	795,000	809,000
Other long term liabilities	33,000	31,000	30,000	28,000	26,000	24,000
<b>Total</b>	<b>642,000</b>	<b>711,000</b>	<b>795,000</b>	<b>805,000</b>	<b>821,000</b>	<b>833,000</b>

3.17 These authorised limits are consistent with the Council's current commitments, and approved budget for capital expenditure and financing. The limits are based on the estimate of the most likely, prudent but not worst-case scenario which includes sufficient headroom over and above this to allow for the operational management of unusual cash flows, such as debt restructuring, or timing issues with expected capital income. Any revision required to the authorised limit must be approved by Council. External debt is prohibited beyond the authorised limit.

3.18 A summary of the CFR excluding PPP and leases against the planned external debt is set out in Table 11 and the graph shown below.

**Table 11**

£'000	2021/22	2022/23 Budget	2022/23 Midyear	2022/23 Outturn	2023/24	2024/25	2025/26	2026/27	2027/28
Authorised Limit	550,000	556,000	556,000	609,000	680,000	765,000	777,000	795,000	809,000
Operational Boundary	491,056	507,635	507,635	554,418	638,624	697,535	733,979	734,797	739,667
Capital Financing Requirement	432,169	507,635	505,805	586,632	669,311	726,639	761,224	759,945	762,913
External Debt	365,549	469,365	453,075	525,806	604,028	645,139	691,156	691,539	692,735



3.19 In line with existing financial regulations, the Council has delegated authority to the Chief Financial Officer in conjunction with the Head of Finance to effect movement between borrowing and long-term liabilities

within the total authorised limits and operational boundaries approved. Any such movement would be reported to Council / Cabinet via the Members Library and as part of Treasury Management update reports.

### **Investment Strategy**

- 3.20 The Council’s Investment strategy is developed in line with Local Government Investments (Scotland) Regulations 2010, (and accompanying Finance Circular 5/2010) and the CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes, 2021 edition, (“the CIPFA TM Code”).
- 3.21 The Investment strategy details the approach which the Council will take to minimise the risk to investments and lists the investments which the Council will be permitted to use. The regulations and guidance place a high priority on the management of risk. The Council’s investment priorities will be **security first, liquidity second and then return**.
- 3.22 Common Good and Charitable Trust funds are managed on behalf of the Council by an external investment management firm. The strategy details the Council’s policy on the investment of these funds. The indicator below sets a limit on the total level of investments held for longer than 365 days.

<b>Upper limit for principal sums invested for longer than 365 days</b>			
<b>£m</b>	<b>2023/24</b>	<b>2024/25</b>	<b>2025/26</b>
Principal sums invested for longer than 365 days	£10m	£10m	£10m

## **4 POLICY IMPLICATIONS**

- 4.1 There are no direct policy implications associated with this report although clearly, the report provides a strategic context and direction within which all future financial plans should be considered. On-going monitoring and reporting of the Council’s financial performance is a key part of the approved Treasury Management Strategy.

## **5 INTEGRATED IMPACT ASSESSMENT**

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

## 6 RESOURCE IMPLICATIONS

- 6.1 Financial – these strategies are consistent with the draft General Services and HRA capital budgets being considered by Council on 28 February 2023.
- 6.2 Personnel - none
- 6.3 Other – none

## 7 BACKGROUND PAPERS

- 7.1 CIPFA (2021) – “Treasury Management in the Public Services, Cross Sectoral Guidance notes”
- 7.2 CIPFA (2021) – “The Prudential Code for capital finance in local authorities”
- 7.3 The Local Government Investments (Scotland) Regulations 2010
- 7.4 The Local Authority (Capital Financing and Accounting) (Scotland) Regulations 2016
- 7.5 Financial Strategy and Capital Strategy 2023-24 to 2027-28 - Council 13 December 2022
- 7.6 Capital Investment and Treasury Management Strategy 2023-24 to 2027-28 (available in the Members’ Library, Ref: 18/23, February 2023 Bulletin: [Agendas, reports and minutes | East Lothian Council](#))
- 7.7 Council 28 February 2023 – Administration budget papers

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<b>DATE</b>	20 February 2023



**MINUTES OF THE SPECIAL MEETING OF  
EAST LoTHIAN COUNCIL**

**TUESDAY 22 NOVEMBER 2022  
VIA DIGITAL MEETING FACILITY**

**7a**

**Committee Members Present:**

Provost J McMillan (Convener)  
Councillor S Akhtar  
Councillor E Allan  
Councillor R Bennett  
Councillor L Bruce  
Councillor C Cassini  
Councillor D Collins  
Councillor F Dugdale  
Councillor J Findlay  
Councillor A Forrest  
Councillor N Gilbert

Councillor N Hampshire  
Councillor C McFarlane  
Councillor C McGinn  
Councillor G McGuire  
Councillor S McIntosh  
Councillor K McLeod  
Councillor L-A Menzies  
Councillor B Ritchie  
Councillor T Trotter  
Councillor C Yorkston

**Council Officials Present:**

Ms M Patterson, Chief Executive  
Ms L Brown, Executive Director for Education and Children's Services  
Ms S Fortune, Executive Director for Council Resources  
Ms E Dunnet, Head of Finance  
Ms M Ferguson, Head of Corporate Support  
Mr I Gorman, Head of Operations (Health & Social Care)  
Ms N McDowell, Head of Education  
Ms W McGuire, Head of Housing  
Ms S Saunders, Head of Communities  
Ms M Sullivan, Head of Development  
Ms J Tait, Head of Children's Services  
Mr S Cooper, Team Manager – Communications  
Ms F Currie, Committees Officer  
Ms A-M Glancy, Service Manager – Corporate Accounting  
Mr C Grilli, Service Manager – Governance  
Mr D Henderson, Service Manager – Service Accounting  
Mr P Ritchie, Service Manager – People and Council Support  
Mr P Vestri, Service Manager – Policy, Improvement and Partnerships  
Mr T Renouf, Executive Officer

**Visitors Present:**

None

**Clerk:**

Mrs L Gillingwater

## **Apologies**

Councillor L Jardine

## **Declarations of Interest:**

None

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

The clerk recorded attendance by roll call.

## **1. FINANCE UPDATE**

A report was submitted by the Executive Director for Council Resources providing Council with an urgent update on the in-year financial position, which now presented a critical risk due to the escalating financial challenges facing the Council, and setting out a series of enhanced mitigation measures.

Sarah Fortune, Executive Director for Council Resources, presented the report, stressing the challenges now facing the Council, many of which were external and outwith the Council's control, such as the increasing cost of utilities, rising interest rates, unfunded pay awards, inflation as regards contracts, increasing demand on services, the costs associated with the COVID-19 recovery, and population growth. She declared that the scale of these pressures and obligations could not be sustained, and that the pressures, which were now at an urgent and critical level, were likely to continue into the next financial year and beyond. She indicated that the Corporate Risk Register would be reported to Council in December, and it would show that the financial situation was at the highest risk level ever reported. She made reference to mitigation measures already in place, but emphasised that enhanced and additional measures were now required – these measures were set out at Section 3.13 of the report. She assured Members that officers remained focused on identifying opportunities and exploring options to mitigate the risks, but warned that it was unlikely that the Council would be able to support all of its commitments and priorities without urgent additional intervention.

The Head of Finance, Ellie Dunnet, went on to explain that the Quarter 2 financial report was significantly worse than that of the previous quarter. She advised that in addition to the planned use of reserves of £13m, there was an un-budgeted in-year overspend of £5m. In addition to the unfunded pay award burden of £2m, she noted that the teachers' pay award had not yet been settled, and that if this were greater than the pay deal agreed for local government staff, the financial pressures would increase further. She also expected further increases in the costs of utilities and inflation on contracts and capital projects, as well as demand on services due to the cost of living crisis, all of which would have a lasting impact. She advised that a further update would be provided to the Council meeting on 13 December, noting that the Scottish Government would not be setting its budget until 15 December.

Councillor Hampshire asked for an estimate of how much money could be saved by implementing the enhanced mitigation measures. Ms Dunnet conceded that, even with these additional measures in place, it was unlikely that the Council would break even by the end of the financial year. She reiterated that the pressures would continue, as much of the additional expense was recurring. However, officers would work to mitigate the impact as far as possible.

Responding to questions from Councillor Bruce on the vacancy controls and building temperatures, Ms Dunnet assured him that robust controls were already in place as regards vacancies, and that future recruitment would be restricted to business critical activities. On building temperatures, she did not foresee a reduction in bills by reducing temperatures, and that this measure was more concerned with mitigating the impact of increasing utilities' costs.

Councillor Cassini asked if more could be done as regards Council Tax charges for second homes and short-term let properties. Ms Fortune explained that the Council did not currently have the powers to review Council Tax charges for short-term let properties as this would require a change in legislation.

Councillor Dugdale raised a number of questions on the devolved school management (DSM) budget and on fiscal flexibility. Ms Dunnet advised that officers were looking to temporarily suspend the automatic carry-forward of underspends on this budget, and that her team were working with the Education Service to ensure that committed work would continue. On fiscal flexibility, she explained that many of the funding streams were already committed, but that the Council had approached the Scottish Government to ascertain whether there was any scope to use resources flexibly to address the impact of the current financial position. Ms Fortune added that the pay award had left councils with a significant financial burden, and that CoSLA was taking this up with the Scottish Government. She warned, however, that it was unlikely that the Council would be able to meet the current and recurring costs without further fiscal flexibility.

Councillor McIntosh queried whether certain groups would be impacted more than others when applying controls to recruitment. Morag Ferguson, Head of Corporate Support, indicated that this would be difficult to ascertain, but that as vacancies would be managed as they arise officers could look at this; however, the focus would be on the impact on recipients of services, with officers ensuring that the same areas were not repeatedly impacted. Councillor McIntosh also asked if an update on the review of the capital programme would be reported to Members. Ms Dunnet explained that Finance officers would conduct the review, in consultation with officers within the services, and that an update would be reported to Council, possibly in December. Wendy McGuire, Head of Housing, added that the HRA capital programme would be impacted, and that officers were currently re-profiling a number of projects.

In response to a question from Councillor Gilbert, Ms Dunnet advised that the Council was unlikely to be in a position to fully mitigate the overspend in the current financial year, which would create a recurring risk. If no action was taken to identify recurring savings, the Council would be going into the new financial year carrying a deficit.

Councillor Ritchie requested further information on the risks associated with using reserves. Ms Dunnet reminded Members that, as set out in the Financial Strategy, the Council had a target of 2% of the net revenue budget to be held as unallocated reserves: £5.2m. At the beginning of the current financial year, the Council held £6.9m of unallocated reserves, and if the £5m deficit was allocated to supporting the current year's budget, that would only leave £1.9m in reserves. She suggested that the target set may have to be revisited, but that it was not desirable to take £5m from reserves.

On issues raised by Councillor Akhtar, including risk, the impact on service delivery should the Council use more of its reserves, and fiscal flexibility, Ms Fortune reminded Members that the financial challenges and the risks associated with those challenges had been a feature of the Corporate Risk Register for some years, but the level of risk was now at the highest ever recorded for the Council, mainly as a result of the external pressures outlined earlier in the meeting. This situation would impact on other aspects of the Risk Register, resulting in heightened risks more broadly. She provided an explanation on fiscal flexibility in the context of meeting obligations, noting that without national intervention it would be difficult for the Council to meet the costs of the unfunded pay burden. She added that, through CoSLA,

councils would be lobbying for a change to national policy commitments to allow for greater fiscal flexibility. She pointed out that other councils were experiencing similar financial issues, but assured Members that, as demonstrated in External Audit reports, the Council had good controls and financial management in place.

Opening the debate, Councillor McLeod remarked that the cross-party budget working group would have difficult decisions to make, and that the Council would have to be realistic about the situation.

Councillor Bruce shared this view, commenting that protecting services would need to be balanced with how much the Council could expect residents to pay. He spoke of the productive cross-party working on the budget development, and also the need to seek changes to the funding of policy obligations. He was of the view that it should be for each council to determine the model of local taxation. He also suggested that, in his letters to the UK and Scottish Governments, the Council Leader should seek an update on the budget process review carried out by James Mitchell.

Councillor McIntosh expressed concern at the Council's financial situation, noting that the recently approved East Lothian Plan was committed to protecting services for the vulnerable and giving communities a greater voice. She made reference to the recent reduction in funding to the Scottish Government, and questioned the method for funding local government given the restrictions on the Scottish Government's financial powers.

Councillor Forrest paid tribute to staff in Property Maintenance and Housing for their work during these challenging times, including the continued delivery of the affordable housing programme, support for tenants, work to address rent arrears, and dealing with homelessness despite the limited supply of accommodation.

Councillor Dugdale stressed the importance of protecting Education and Children's services, as these services were crucial for the health, wellbeing, safety and education of children and young people. She recognised that action was required at government level to protect services, and thanked managers for their efforts to work within their budgets.

Councillor Akhtar commented that it would be difficult for the Council to achieve its priorities without further flexibility over its finances. She pointed out that despite local government funding reducing over a long period and the challenging economic environment, staff were committed to providing services. She believed it would be difficult for the Council to operate within its budget at a time of significant growth in East Lothian, greater demand for services, and the current external pressures.

Councillor McGinn concurred with comments already made, adding that now was not the time to consider introducing a National Care Service, due to the significant financial impact associate with this.

Councillor Hampshire emphasised that finding solutions to the financial situation should be the priority. He noted that the Council had a duty to make the public aware of the position, and that Members had a collective responsibility to balance the budget. He remarked that the proposed actions would not be sufficient to address the scale of the problem, but that the Council had a record of strong financial management and balancing the budget. He stressed that the Council would do all it could to protect jobs and services, and hoped that Members could reach agreement on the forthcoming budget proposals.

Councillor Menzies pointed out that although the grant funding to the Council had increased each year, in real terms there was a significant reduction as the Council was being asked to do more with its funding. She spoke in opposition to austerity measures, believing that this approach did not work, and suggested that new funding streams should be sought in order to protect services, citing some examples of areas that should be explored.



Councillor Trotter echoed Councillor Hampshire’s comments as regards all Members working together to address the financial situation and protect services, recognising that difficult decisions would need to be made.

The Provost concluded the debate by noting that the Council had faced difficult times in the past, and that it was important to stay focused on its vision and values.

The Provost then moved to the vote on the recommendations, which was taken by roll call and approved unanimously.

**Decision**

The Council agreed:

- i. to note the deteriorating financial position facing the Council during this year, and the wider impact on future budgets;
- ii. to approve the increased cost control measures proposed by the Council officers set out in section 3.13 of the report, noting that any changes to policies would need to be brought back to Members for further consideration;
- iii. to note the update on the wider financial environment and current risks;
- iv. to agree that the Council Leader would write to the UK Government and Scottish Government setting out the scale of the financial challenges facing East Lothian and calling for an urgent review of how local government is funded; and
- v. to approve that Council officers would continue to explore all practical options on wider flexibilities aligned to mitigating the recurring impact of the unfunded element of the national pay negotiations, and that further updates on proposed options and proposals be brought forward to a future Council meeting.

Signed .....

Provost John McMillan  
Convener of the Council





**MINUTES OF THE MEETING OF  
EAST LoTHIAN COUNCIL**

**TUESDAY 13 DECEMBER 2022  
VIA DIGITAL MEETING FACILITY**

**7b**

**Committee Members Present:**

Provost J McMillan (Convener)

Councillor S Akhtar

Councillor E Allan

Councillor R Bennett

Councillor L Bruce

Councillor C Cassini

Councillor D Collins (from Item 5)

Councillor F Dugdale

Councillor J Findlay

Councillor A Forrest

Councillor N Gilbert

Councillor N Hampshire

Councillor L Jardine

Councillor C McFarlane

Councillor C McGinn

Councillor G McGuire

Councillor K McLeod

Councillor L-A Menzies

Councillor B Ritchie

Councillor T Trotter

Councillor C Yorkston

**Council Officials Present:**

Ms M Patterson, Chief Executive

Ms L Brown, Executive Director for Education and Children's Services

Ms S Fortune, Executive Director for Council Resources

Mr D Proudfoot, Executive Director for Place

Ms E Dunnet, Head of Finance

Ms M Ferguson, Head of Corporate Support

Ms W McGuire, Head of Housing

Mr T Reid, Head of Infrastructure

Ms S Saunders, Head of Communities and Partnerships

Ms M Sullivan, Head of Development

Ms J Tait, Head of Children's Services

Mr S Cooper, Team Manager – Communications

Ms R Crichton, Committees Officer

Ms F Currie, Committees Officer

Ms A-M Glancy, Service Manager – Corporate Accounting

Mr C Grilli, Service Manager – Governance

Mr D Henderson, Service Manager – Service Accounting

Mr S Kennedy, Emergency Planning, Risk and Resilience Officer

Ms D Pringle, Corporate Accountant

Mr P Vestri, Service Manager – Policy, Improvement and Partnerships

Mr T Renouf, Executive Officer

**Visitors Present:**

Ms Esther Scoburgh, Audit Scotland

**Clerk:**

Mrs L Gillingwater

**Apologies:**

Councillor S McIntosh

**Declarations of Interest:**

None

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

The clerk recorded attendance by roll call.

**1. MINUTES FOR APPROVAL**

The minutes of the following meeting were approved: East Lothian Council, 25 October 2022.

**2. MINUTES FOR NOTING**

The minutes of the following meeting were noted: Local Review Body (Planning), 6 October 2022.

**3. 2021/22 ANNUAL AUDIT REPORT**

The Provost welcomed Esther Scoburgh of Audit Scotland to the meeting, and invited her to present the 2021/22 Annual Audit Report.

Ms Scoburgh, external auditor, presented the report, advising that it had been presented to the Audit & Governance Committee on 21 November. She confirmed that the Council had been given an unqualified opinion on the accounts and on the Dr Bruce Fund, and that the audit report was very positive. She went on to draw attention to the key aspects of the report: financial management, financial sustainability, governance and Best Value arrangements. Ms Scoburgh noted that the Council's good practice had been shared with her colleagues at Audit Scotland. She accepted that the Council was facing challenges, advising that this was replicated across other Scottish local authorities and other public sector bodies. She concluded her presentation by thanking Ms Fortune and her officers for their co-operation during the audit process.

On the estimation of the valuation of land and buildings (outlined in Exhibit 2 of the report), Councillor McLeod asked if the figure included all Council housing stock. Sarah Fortune, Executive Director for Council Resources, confirmed that all dwellings on the Housing Revenue Account were included in this figure, but not mid-market rent properties.

Councillor Hampshire expressed concern that setting a five-year budget may result in inaccurate long-term term predictions and that the Council may be criticised for this. Ms Scoburgh accepted that there was a degree of uncertainty with long-term planning, and that much of it would be based on estimates; however, five-year budget planning would bring it into line with capital planning, and the Council's scenario planning would be useful when setting future budgets. She noted that all councils were facing similar challenges.

Councillor Gilbert asked Ms Scoburgh for her view on the level of uncommitted reserves that the Council should hold. Ms Scoburgh commented that she felt the current level of 2% was appropriate, but she could not provide a comparison with other councils at this meeting. Ms Fortune added that, through discussions at the Directors of Finance Group, 2% was not an uncommon level of reserves, but that directors of finance were looking at this in the context of the current financial challenges and risk.

The Provost and other Members thanked Ms Scoburgh and her colleagues again for their work with the Council.

Councillor Akhtar commented that it was very important to reassure the public that the Council's finances were being managed effectively, and she welcomed the positive messages in the Audit Report, particularly that performance was above the Scottish average in a number of key areas, and that staff were working hard to deliver services within budget.

Councillor Hampshire welcomed the report, highlighting the ongoing challenges in delivering services and the pressures on staff. He was reassured that the auditors were confident that the Council had appropriate and effective financial arrangements, and he paid tribute to Ms Fortune, Ms Dunnet and their team for their efforts. However, he warned of the financial challenges ahead and the difficult decisions that the Council would be required to make at a time when East Lothian was undergoing significant growth, noting that without additional funding, the required infrastructure could not be delivered. He thanked Opposition members for their scrutiny, and thanked Ms Scoburgh and her colleagues at Audit Scotland.

#### **Decision**

The Council agreed to note the 2021/22 Annual Audit Report.

#### **4. FINANCIAL AND CAPITAL STRATEGIES**

A report was submitted by the Executive Director for Council Resources providing the Council with an update on the mitigation measures agreed at the Special Council meeting on 22 November in response to the in-year budget overspend, and seeking approval of the 2023/24–2027/28 Financial and Capital Strategies, appended to the report.

The Head of Finance, Ellie Dunnet, presented the report, advising that the financial environment continued to be very challenging, and that it may not be possible for the Council to deliver on all its obligations. She highlighted the key aspects of both the Financial Strategy and the Capital Strategy.

Councillor Hampshire asked for an update on discussions with the Scottish Government as regards fiscal flexibility. Ms Dunnet explained that the focus was currently on existing funding streams, mostly within Education and Health & Social Care. She noted that applying flexibility to these funding streams would need to be raised directly with the Scottish Government, and that she would report back as required. She stressed, however, that this would not be a recurring solution. In particular, there was an underspend in the 1140 hours budget which had not been used in the last financial year. She confirmed that the Council was delivering on its commitments in this regard, but that this funding would not be available to use in the current or future financial years. Nicola McDowell, Head of Education, added that the majority of that underspend related to staff vacancies.

On the UN Convention on the Rights of the Child (UNCRC), Councillor Ritchie asked how the consultation would be carried out. Lesley Brown, Executive Director for Education and Children's Services, advised that she was currently working with colleagues in Finance on

how to engage with young people and feed their views through the budget consultation process.

In response to a number of questions from Councillor Jardine, Ms Dunnet advised that discussions with Health and Social Care colleagues had taken place as regards fiscal flexibility, but that there were some issues to be resolved as regards governance and the legal relationship between the Council and the Integration Joint Board (IJB). On financial sustainability, Ms Dunnet highlighted the importance of using uncommitted reserves effectively to invest in initiatives that would deliver future cost reductions. As regards extending five-year planning to partnership arrangements with the third sector, Ms Dunnet indicated that this would be difficult due to the Council currently having to work with one-year financial settlements and the uncertainty associated with long-term planning.

As regards the extension of free-school meal provision, a question raised by Councillor Menzies, Tom Reid, Head of Infrastructure, provided an explanation on the costs associated with extending dining rooms and kitchen facilities, and the constraints within which the Council would be working to achieve this. He noted that without additional funding from the Scottish Government, further work could not be done to determine exactly what is required. He further noted that most local authorities were experiencing similar challenges in this area.

Councillor Gilbert asked a series of questions on the provision of schooling at Blindwells. Ms Dunnet confirmed that although the expenditure on the school would be reprofiled to the next financial year, alleviating pressure on the capital and revenue budget for the current financial year, the delivery of the school would not be affected. Children residing in Blindwells would continue to attend primary school in Cockenzie, which had capacity.

In response to a question from Councillor Trotter on the disposal of Council-owned properties, Mr Reid assured him that any available assets would be assessed for their condition and utilisation as part of considerations for future use, be it sale, rental or use by third sector partners.

Councillor Bruce expressed concern that interest rates may continue to rise and this may impact further on the Council. He also asked for additional detail on the review of capital projects. Ms Dunnet pointed out that interest rates were expected to fall over the next year or two; if this is not the case, then a further review of the Capital Plan would be required. As regards the recent review, she advised that the Council was legally committed to a number of projects so these had to be discounted, and that it would be projects where the costs were likely to come in the next financial year which would be delayed.

Councillor Menzies asked if changing the cost:income ratio for rents (currently 40%) would allow the Council to build more affordable homes. Ms Dunnet advised that raising this ratio would introduce additional risks. She offered to share the modelling of this with Members.

On questions relating to funding streams available to the Brunton Theatre, Sharon Saunders, Head of Communities and Partnerships, explained that the Theatre was already active in sourcing funding and looking at opportunities to develop and expand their creative programme.

Councillor Hampshire stressed the importance of this report, and welcomed the questions from Members. He reiterated the enormity of the challenges facing the Council, and the need to ensure there were sufficient reserves available to deal with uncertainties. He also spoke of the positive relationship with health and social care partners, noting that the Council had the lowest level of delayed discharge from hospital in Scotland. Councillor Hampshire also highlighted the challenges in delivering the Capital Plan at a time of significant uncertainty and demand. On borrowing for housing, he suggested that the 40% limit was appropriate as higher limits would result in higher rent levels. He commended the Strategies, remarking that they would help the Council to continue to deliver services within the financial constraints.

Councillor Menzies observed that the Council had one of the lowest rent levels in Scotland, and suggested that the 40% borrowing limit should be revisited. On school lunch provision, she argued that when calculating school capacity a more holistic approach, including lunch provision, should be taken into account. With reference to the SNP motion presented to Council in August, she welcomed the use of Musselburgh East Community Centre as a warm place.

Councillor Akhtar pointed out that 94% of Scotland's growth was taking place in the Lothians. She also provided an explanation on the Integration Joint Board's current financial position, noting that should the Scottish Government take back any of the funding provided during the pandemic, this would have an impact on care providers and delayed discharge from hospital.

The Provost moved to the vote on the recommendations, taken by roll call, which were approved unanimously.

### **Decision**

The Council agreed:

- i. to note the progress made to date to mitigate the in-year forecast budget overspend in line with the additional measures agreed at the Special Council meeting of 22 November, agreeing that these would remain under review and that further updates would be provided to Members;
- ii. to formally approach the Scottish Government directorates to request flexibility in the funding streams outlined at Section 3.4 of the report;
- iii. to agree to the redeployment of earmarked reserves to mitigate the revenue overspend, as outlined with Section 3.4 of the report;
- iv. to approve the proposal to place on hold the capital schemes detailed within Section 3.4 until further notice, with a commitment to review this decision as part of the 2023/24 budget report to Council on 28 February 2023;
- v. to note the proposal to mothball the operational properties detailed within Section 3.4 of the report;
- vi. to approve the Financial Strategy 2023/24–2027/28 (Appendix 1 to the report);
- vii. to approve the Capital Strategy 2023/24–2027/28 (Appendix 2 to the report); and
- viii. to note that the first phase of the budget consultation had now been launched.

## **5. CORPORATE RISK REGISTER**

A report was submitted by the Chief Executive advising of developing international, national and local risks impacting on the delivery of Council services, and reporting on the continued substantial levels of heightened risk, noting that the economic factors driving increased financial pressures and risks for the Council had been incorporated into the relevant risks across the Corporate Risk Register.

Sharon Saunders, Head of Communities and Partnerships, presented the report. She drew attention to CR1 (Managing the Financial Environment), which was now at its highest level, due mainly to significant external pressures, such as the increasing costs of utilities, rising interest rates and the cost of borrowing, and the national pay award. She also highlighted a

number of other risks where there were significant pressures, such as CR2 (Homelessness); CR3 (National Care Service); CR4 (Cost of Living and Economic Volatility); and CR5 (Workforce Challenges). She noted that eight Council services were currently working under Business Continuity arrangements.

Councillor McLeod asked about the implications for the Council should the risk score for CR1 (Managing the Financial Management) not be reduced through the enhanced measures currently being applied, and if there were any further measures that could be taken. In respect of CR2 (Homelessness), he asked why there was no change in the risk score following application of control measures. On the latter question, Wendy McGuire, Head of Housing, explained that the Homelessness Team was working hard to prevent and tackle homelessness, but that with recent changes in legislation and the impact of the war in Ukraine, this issue was largely outwith the Council's control. She added that the Council was engaging with ministers in the Scottish Government on this. On the financial management risk, Ellie Dunnet, Head of Finance, advised that many of the Council's current financial risks were due to external factors, and that the enhanced mitigation measures would take time to implement. She was hopeful that the risk score would reduce, but that depended on improvements to the economic environment and a favourable grant from the Scottish Government.

Councillor Gilbert noted that staffing challenges, particularly in the social care sector, featured throughout the Risk Register, and asked if these challenges were linked to a dependency on the private sector. Ms Saunders indicated that there were significant staffing pressures across all services, caused by the current employment market, recruitment and retention difficulties, and staff absence. On care sector posts, she pointed out that managers were working hard to encourage recruitment and increase the calibre of applicants. Iain Gorman, Head of Operations for Adult Social Care, advised that there had been workforce challenges in the care sector for some time. He noted that in the past year, the private provision of care posts had decreased from 90% to 70%, due to an increase in internal capacity – this was positive in that it would allow the Health and Social Partnership to respond better to private provider failure. He reassured Members that the staffing situation was currently better than it was a year ago, and that levels of delayed discharge remained low. He indicated that the Health and Social Care Partnership would be reviewing contracts with all private providers.

Councillor Dugdale asked about staffing pressures within Children's Services, particular in view of the long-term impacts of COVID-19 on children and young people. Judith Tait, Head of Children's Services, reported that the situation was challenging, and that recruitment of staff in this area was a national issue. She reassured Members that measures were being taken to ensure that the needs of young people and families were being met. However, she believed that government support was required to resolve the current issues. She also stressed the need to provide support for staff and carers, and noted that measures were in place to ensure the wellbeing of staff.

On CR19 (Development Plan), Councillor Hampshire asked if councils would be given additional time to produce their Development Plans in view of the delay in the publication of National Planning Framework 4 (NPF4). Michaela Sullivan, Head of Development, confirmed that authorities would have five years from the approval date of NPF4 to produce their Development Plans.

The Provost moved to the roll call vote on the recommendation, which was approved unanimously.

## **Decision**

The Council agreed to approve the Corporate Risk Register, and in doing so agreed that:

- i. the Corporate Risk Register would be maintained as a 'live' document which would be reviewed by the Council Management Team (CMT), the newly established CMT sub-



group on Risk Management, the Service Management Teams (SMT), risk owners, and the Corporate Risk Management Group on a regular basis and reported back to Council as required;

- ii. the relevant risks had been identified;
- iii. the significance of each risk is appropriate to the current nature of the risk;
- iv. the total profile of corporate risk could be borne by the Council at this time in relation to the Council's appetite for risk but in the context of the planned mitigations; and
- v. while the Corporate Risks require close monitoring and scrutiny over the next year, many are long-term risks for the Council that are likely to be a feature of the Risk Register over a number of years.

## **6. LEARNING ESTATE STRATEGY**

A report was submitted by the Executive Director for Education and Children's Services presenting the Council with the East Lothian Council Learning Estate Strategy (LES), which sets out the Council's current position, ambitions and continuous improvement priorities for its learning estate. The LES, a high-level, education-specific, strategic document, would be underpinned by a Learning Estate Improvement Plan (LEIP), to be developed in 2023, which would set out how the LES would be realised in practice and would give more specific detail about condition, suitability and roll projections, and how future developments in the learning estate would be prioritised.

The Head of Education, Nicola McDowell, presented the report. She highlighted the projected increase in population for East Lothian over the next 20 years, with the number of children projected to grow by over 15%. She set out the Council's aspirations of a place-based approach, the provision of facilities for young people with additional support needs, the provision of digitally enabled and connected learning spaces, and the delivery of energy-efficient approaches to delivering the learning estate.

Councillor Forrest asked about the development of outdoor learning spaces. Ms McDowell advised that children and young people would be consulted to ensure that play facilities met their needs and aspirations.

Councillor Akhtar questioned how the LES would fit with the Local Development Plan (LDP). Ms McDowell confirmed that the LES had been developed in conjunction with other Council services. Michaela Sullivan, Head of Development, added that the LDP included provision of community assets, and that there was an integrated approach to ensure that allocated sites would blend into the local communities.

Councillor McFarlane asked if the pre-apprenticeship initiative would be continued into the future. Ms McDowell assured her that officers were looking for as many opportunities as possible in this regard.

On the communication of the strategy to communities, Ms McDowell stressed the importance of engaging with the wider community, and that community councils, parent and carer councils, children and young people would be included in the consultation on the LEIP.

Regarding safe routes to school, Tom Reid, Head of Infrastructure, advised of the aspiration to deliver sustainable path networks in new communities, and that officers were looking at connectivity with the new learning campus at Wallyford.

The Provost opened the debate by commenting that the Learning Estate Strategy had to be both aspirational and realistic, with a focus on the future.

Councillor Menzies hoped that the LES would contribute to better outcomes for children. She welcomed the Strategy and the involvement of young people in decision-making, especially as regards outdoor and natural learning spaces for both young people and adults.

Councillor Yorkston spoke of the challenge to deliver learning facilities to meet the needs of communities at a time of significant growth in East Lothian, but he was confident that these challenges could be overcome. He welcomed the Strategy, particularly the support for flexible pathways for young people, and he made reference to the new learning campus at Wallyford, which would provide facilities for the wider community.

Councillor Dugdale welcomed the Strategy, commenting that it was important for schools to be at the heart of communities. She highlighted the need to deliver facilities for future generations, and was pleased that young people would be consulted.

Concluding the debate, the Provost recognised that it was important to provide a variety of pathways to employment, and that the LES would enable this.

The Provost moved to the roll call vote on the recommendations, which were approved unanimously.

## **Decision**

The Council agreed:

- i. to approve the Learning Estate Strategy; and
- ii. to note that an associated Learning Estate Improvement Plan would be developed early in 2023.

## **7. COMMUNITY BENEFITS FROM OFFSHORE AND ONSHORE WIND INSTALLATIONS**

A report was submitted by the Executive Director for Place highlighting the varied practice arising around community benefit funds arising from offshore and onshore wind installations, and of the intention to encourage the Scottish Government's development of finalised guidance for offshore community benefits upon which councils and communities could rely and which would promote the allocation of benefits between local communities adjacent to installations and wider community objectives in the local authority area.

The Service Manager for Policy, Improvement and Partnerships, Paolo Vestri, presented the report, providing Members with information on current Scottish Government guidance on community benefits, and noting that the Association of Community Councils (AoELCC) was currently considering how community benefits from wind installations should be distributed in East Lothian (set out in Sections 3.7 and 3.8 of the report). Mr Vestri also highlighted examples of community benefits in other areas in the UK.

In response to questions from Councillor Gilbert in the distribution of community benefits for offshore installations affecting the Preston, Seton and Gosford ward, Mr Vestri indicated that AoELCC would discuss how benefits would be split between the local community and wider East Lothian community. Michaela Sullivan, Head of Development, advised that communities within that ward would be involved in the AoELCC discussions. She added that the negotiations on benefits would take place between the communities and the providers. Mr

Vestri noted that in some circumstances, the allocation of community benefits may be controlled by the Council, but no decision had yet been taken on this.

Councillor Menzies remarked that members of the Planning Committee should be cognisant of the views of community councils when considering applications for wind installations. Douglas Proudfoot, Executive Director for Place, reminded Members that community benefits were not provided as compensation for development, and that they could not undermine statutory processes. Ms Sullivan further advised that community benefits were a voluntary offering to communities which could not be used to pay for Council services.

Councillor Akhtar suggested that all three MSPs for East Lothian could lobby on behalf of communities on this matter. The Provost, as Economic Development Spokesperson, noted that he would be happy to include anyone with influence.

Councillor Cassini asked if the contributions could be used for charitable purposes. Mr Vestri advised that the funds could be managed by a charitable body or development trust, but that he was not sure if any tax benefit would apply.

The Provost moved to the roll call vote on the recommendations, which were approved unanimously.

### **Decision**

The Council agreed:

- i. to note the Scottish Government's Good Practice Principles for Community Benefits from Onshore Renewable Energy Developments;
- ii. to note that discussions would take place with the Association of East Lothian Community Councils and the wind energy developers active in East Lothian about the Association's proposal to develop a voluntary scheme to split community benefits between communities adjacent to renewable energy installations and a wider East Lothian Community Benefits Fund;
- iii. to note the varied practice in terms of how community benefits are funded and allocated and the lack of finalised and clear guidance relating to offshore wind developments; and
- iv. to mandate the Economic Development Spokesperson to call upon the Scottish Government's Cabinet Secretary for Net Zero, Energy and Transport to finalised guidance from the valuation and distribution of community benefits arising from offshore wind developments and seek the support of Paul McLennan MSP in this respect.

## **8. APPOINTMENTS TO COMMITTEES AND OUTSIDE BODIES**

A report was submitted by the Executive Director for Council Resources advising Council of the resignation of Councillor Kenny McLeod from the SNP Group, and of the implications of his resignation for committee and outside body membership.

The Head of Corporate Support, Morag Ferguson, presented the report, advising that as a result of Councillor McLeod's resignation from the SNP Group, the political proportionality on committees had had to be recalculated, resulting in the SNP losing a seat on the Planning and Education Committees. Councillor McLeod had intimated that he would take his seat on Planning Committee, but not on Education Committee. Ms Ferguson advised that Councillor Allan would step down from the Education Committee, and in doing so, she would also have

to relinquish her place on the East Lothian Education Trust. There were therefore vacancies on both the Education Committee and Education Trust.

The Provost sought nominations to fill the vacancy on the Education Committee. Councillor Dugdale, seconded by Councillor Yorkston, proposed Councillor Bennett. There were no other nominations.

The Provost then sought nominations to fill the vacancy on the East Lothian Education Trust. Councillor Dugdale, seconded by Councillor McFarlane, proposed Councillor Yorkston. There were no other nominations

The Provost moved to the roll call vote on the recommendations, as amended to reflect the above-mentioned nominations, which were approved unanimously.

### **Decision**

The Council agreed:

- i. to note the re-designation of Councillor Kenny McLeod as an Independent Councillor;
- ii. to note that Councillor McLeod does not wish to take up his position on the Education Committee, and to appoint Councillor Ruaridh Bennett to this vacant position;
- iii. to appoint Councillor Colin Yorkston to the East Lothian Education Trust, replacing Councillor Liz Allan; and
- iv. that Councillor McLeod should be invited to participate in the two cross-party groups recently constituted by the Council in relation to Budget Development, and Climate Change and Sustainability.

### **9. SUBMISSIONS TO THE MEMBERS' LIBRARY SERVICE, 10 OCTOBER TO 27 NOVEMBER 2022**

A report was submitted by the Executive Director for Council Resources noting the reports submitted to the Members' Library since the meeting of the Council in October 2022.

### **Decision**

The Council agreed to note the reports submitted to the Members' Library Service between 10 October and 27 November 2022, as listed in Appendix 1 to the report.

### **SUMMARY OF PROCEEDINGS – EXEMPT INFORMATION**

The Council unanimously agreed to exclude the public from the following business containing exempt information by virtue of Paragraph 3 (information relating to any particular applicant for, recipient or former recipient of a service provided by the Authority) and Paragraph 6 (information concerning the financial or business affairs of any particular person other than the Authority) of Schedule 7A to the Local Government (Scotland) Act 1973.

### **Eskgreen Care Home: Care Inspectorate Environmental Requirements**

A private report submitted by the Director for Health and Social Care concerning the outcome of an inspection of Eskgreen Care Home was approved.

**Cockenzie Power Station Site: Update**

A private report submitted by the Executive Director for Place updating the Council on the current position with the former Cockenzie Power Station site was approved.

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

**THURSDAY 17 NOVEMBER 2022  
VIA THE DIGITAL MEETINGS SYSTEM**

**8a**

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**Committee Members Present:**

Councillor J McMillan (Chair)  
Councillor L Allan  
Councillor D Collins

**Advisers to the Local Review Body:**

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

**Other attendees:**

**Clerk:**

Ms F Currie, Committees Officer

**Apologies:**

None

**Declarations of Interest**

None

### **Introductory Statement by the Legal Adviser**

The Legal Adviser outlined the procedure for the Local Review Body to reach a decision on the planning application before it. He also asked the Members to confirm that they had viewed all of the documentation which had been available to the planning case officer during his consideration of the application. All members did so.

The Legal Adviser then invited nominations to chair the meeting. Councillors Collins and Allan proposed and seconded Councillor McMillan to chair the Local Review Body (LRB) on this occasion.

### **1. PLANNING APPLICATION NO. 22/00135/P: ERECTION OF 1 HOUSE AND ASSOCIATED WORKS, LAND WEST OF LIBERTY HALL, LETHAM, HADDINGTON, EAST LoTHIAN**

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

The Planning Adviser outlined the proposals contained in planning application no. 22/00135/P for the erection of 1 house and associated works. He set out in detail the proposals contained within the application and provided details of the site and surroundings. He also summarised the planning history of the site and the reasons for refusal of previous planning applications in 2005 and 2006.

He reminded Members that applications should be determined in accordance with the development plan for the area unless material considerations indicate otherwise: in this case the South East Scotland Development Plan (SESplan) and the adopted East Lothian Local Development Plan 2018 (LDP). He outlined the most relevant policies of the LDP, which were: DC1 (Rural Diversification); DC4 (New Build Housing in the Countryside); DP2 (Design); T1 (Development Location and Accessibility); T2 (General Transport Impact); and NH8 (Trees and Development). Also material to the determination of the application was the planning history of the site and the decision to refuse planning permission for the erection of a house and a double garage on the site from 2005 and 2006 and the subsequent decision by the DPEA to dismiss an appeal ref: P/PPA/201/156 for that house.

The Planning Adviser summarised the case officer's assessment of the application which confirmed that the site was in a countryside location characterised by low density dispersed built form within an agricultural landscape. The site was not identified in the adopted LDP as being within a settlement and the LDP had not allocated the land of the site for housing development. The case officer had noted that the proposed house, double garage and driveway would be positioned on the northern part of the site which was the part of the application site not covered by trees. It would be readily visible from public views from the road to the north of the site and would be seen from the neighbouring house, garage and driveway at Barrel Cottage. The case officer had confirmed that, by virtue of their size, architectural form, positioning and materials, the proposed house and garage would not have a significant adverse impact on the rural character and amenity of the area. Similarly, it would not give rise to harmful overlooking or harmfully overshadow any neighbouring property or land. The proposed house would not lead to any detrimental loss of privacy to any surrounding residential properties, and would have sufficient private amenity ground and land for parking and turning of vehicles.

The case officer had also assessed whether or not the proposals were acceptable with regard to their impact on the character and appearance of the open countryside of East Lothian and, if not, whether there were any other material planning considerations that would outweigh this conflict with the development plan. He noted that Policy DC1 of the LDP stated that development in the countryside, including changes of use or conversions of existing buildings could be supported in principle where they were for:

- a) agriculture, horticulture, forestry, infrastructure or countryside recreation; or
- b) other businesses that have an operational requirement for a countryside location, including tourism and leisure uses.

Also relevant to this proposal was Policy DC4 of the LDP which stated that new build housing development would only be supported in the countryside out with the constrained coast where there was no available existing house or no appropriate existing building suitable for conversion to a house in the locality and:

(i) In the case of a single house, the Council was satisfied that it was a direct operational requirement of a viable agricultural, horticultural, forestry, countryside recreation or other business, leisure or tourism use supported in principle by Policy DC1. Policy DC4 also stated that the Council would obtain independent advice from an Agricultural and Rural Advisor on whether there was a direct operational requirement for an associated house.

Despite arguments put forward by the applicant, the case officer concluded that Liberty Hall was not within a settlement of any scale identified within the adopted LDP and, as such, the application should be assessed against Policies DC1 and DC4. The case officer noted that no case had been made for the proposed house to meet an agriculture, horticulture or forestry need. Furthermore, no other operational need had been advanced to justify the erection of a house on the application site in this countryside location.

The case officer's report had emphasised that Policy DC1 and DC4 were in place to protect East Lothian's countryside. The development of a new house and double garage on the site would, if approved, set an unwanted precedent for the development of new houses in the countryside and the cumulative effect of which would result in a detrimental impact on the rural character and amenity of the open countryside.

The case officer had also assessed the proposals against policy NH8 of the LDP. The proposed house, double garage and driveway would be positioned on the northern part of the application site; the part of the site not covered by trees. However, the land was part of a long established Ancient Woodland with Liberty Southwood directly to the south of the proposed site. The Council Policy and Projects Officer provided comments on the application and pointed to Policy NH8 of the LDP that stated that development will only be permitted where, in the case of woodland, its loss was essential to facilitate development that would achieve significant and clearly defined additional public benefits in line with the Scottish Government's Policy on Control of Woodland Removal. In particular the loss of Ancient Woodland would not be supported.

The applicant had stated that the woodland to the south was mature and in need of maintenance and that the development of a home on the application site would not impact on the integrity of the woodland. However, no information had been submitted to support this assertion in terms of an arboriculture statement or Tree Report. Since it had not been demonstrated that the proposal would not harm the adjacent Ancient Woodland, the case officer had considered that it was not consistent with Policy NH8.

In conclusion, the case officer's report stated that the proposals were considered not to be in accordance with the provisions of the stated relevant Development Plan policies and there were no material considerations which outweighed that the proposal did not accord with the Development Plan.

The Planning Adviser then turned to the applicant's appeal submission which highlighted a number of points relevant to the assessment of this application. In particular the planning agent addressed in detail all three reasons for refusal of the application. In respect of reason 1 (policy DC1), the agent argued that the area was characterised by a number of homes, that the proposals would not amount to a damaging precedent; the criteria of policies DC1 and DC4 were too restrictive when applied in this case and that the proposals would have no harmful impacts on the countryside. On reason 2 (policy DC4), the agent did not accept that granting planning permission would set a harmful precedent and argued that the proposed high quality development was sensitive to its surroundings and was on a site that played no integral role in its countryside setting. Finally, on reason 3 (policy NH8), he asserted that the site was not within a wooded area, the design and layout specifically took into consideration the woodland to the south and the development would not have any negative impacts on it. He therefore argued that it was unnecessary for land out with the site and unaffected by the development to be surveyed. In conclusion, the agent's statement highlighted that the site at Liberty Hall provided an opportunity to develop a high quality addition to an existing hamlet and wider cluster of residential properties; that the new home would formalise the eastern edge of the row of properties and would occupy a relatively enclosed site; and that the development would enhance the overall character and setting of Liberty hall in removing an untidy and vacant plot and replacing it with an attractive family home appropriate to the character and appearance of its surroundings.

The Planning Adviser advised that one further representation had been received and he summarised the comments contained therein. He concluded his presentation by reminding Members that they had the option to seek additional information, if required.

The Planning Adviser responded to questions from Members on the use of an adjacent field, the impact of any proposed development on nearby watercourses and woodland and the definition of operational and locational need as set out in planning policy DC1.

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

The Chair then invited Members to give their views on the application.

Councillor Allan stated that, with regret, and having considered relevant planning policies, she could not uphold the appeal. She was concerned that a precedent would be set and she did not think that the proposals would fit with policies DC1 and DC4. She was minded to support the planning officer's original decision and to refuse planning permission for the reasons set out in his report.

Councillor Collins said that, in her view, the land was not fit for agricultural use; at the site visit she had noted that it was boggy, contained clay loam and would be difficult to use. She thought that the land might be worth more to the nearby livery if retained as a field but, if approval were granted for the proposed development, she did not consider that this would create a precedent given the limited potential uses for the land. She also felt that if a house were built on this land it may have a benefit in protecting the nearby woodland, more so than if the land was left

undeveloped. On consideration of all of these matters, she was minded to uphold the appeal and to grant planning permission.

The Chair agreed with the general comments made by Councillor Collins, however he was not convinced that a house in this area would be necessary nor add value. He was also concerned about the cumulative effect of development in this area. He stated that had there been an operational requirement for the house then he may have supported the application, however this was not the case. On balance, he was minded to support the decision of the planning officer, particularly in relation to policy DC1, and to refuse planning permission.

## **Decision**

The ELLRB agreed, by a majority, to uphold the decision of the planning officer and to refuse planning permission for the reasons set out in the original decision notice.

## **2. PLANNING APPLICATION NO. 21/00352/P: CHANGE OF USE OF OPEN SPACE TO DOMESTIC GARDEN GROUND, FORMATION OF DECKED AREA, ERECTION OF SUMMERHOUSE AND FENCING (RETROSPECTIVE), 11 HARVEY AVENUE, WALLYFORD, EH21 8FA**

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

The Planning Adviser outlined the proposals contained in planning application no. 22/00352/P in which permission was sought retrospectively for a change of use of open space to domestic garden ground, formation of a decked area and erection of a summerhouse and fencing. He set out in detail the proposals contained within the application and provided details of the site and surroundings.

He reminded Members that applications should be determined in accordance with the development plan for the area unless material considerations indicate otherwise: in this case the South East Scotland Development Plan (SESplan) and the adopted East Lothian Local Development Plan 2018 (LDP). He outlined the most relevant policies of the LDP, which were: Policy OS2 (Change of use to Garden Ground); and DP2: (Design).

The Planning Adviser noted that no public letters of objection had been received in relation to the application. He then summarised the case officer's assessment of the application with particular reference to policies OS2 and DP2. Regarding policy OS2, the case officer had noted that a change of use of public open space to garden ground would be supported where it would not result in unacceptable loss of visual or recreational amenity or harm the integrity of a landscaping scheme, or set a precedent that if followed would do so. Due to their positioning in relation to neighbouring residential properties the formed decked area and erected summerhouse did not give rise to a loss of amenity to any neighbouring residential properties through overlooking or overshadowing.

It was also noted that, the applicant's house and garden occupied a prominent corner site of the housing development and was readily visible from public views. The housing development was set within a landscaped setting which served to soften the impact of the housing and other components of development. Part of this landscape setting was derived from the area of public open space located to the south of the applicant's house. Furthermore, the area of open space the subject of the proposed change of use

formed part of a larger area of open space approved for the housing development. The purpose or function of that area of open space was to ensure that the 1.8m high boundary enclosures of the rear garden of the applicant's house, like the other houses on the north side of that area of open space were set back and separated from the public footway. Such a separation of the 1.8m high boundary enclosures from the public footway softened the appearance of those boundary enclosures and therefore was part of the landscape setting of this part of the modern housing development.

The fence that had been erected sat directly adjacent to the north side of the footway and had therefore subsumed what had been an area of open space into the garden of the applicant's house. Thus the function of that area of open space – to separate the boundary enclosure of the rear garden from the footway - had been undermined and negated the contribution that area of open space made to the landscape setting of this part of the housing development. Accordingly, the case officer had assessed the constructed fence and the summerhouse and concluded that the loss of the area of open space was contrary to policy OS2.

Furthermore, the fence by being 1.8m in height and positioned hard up against the footway was a dominating feature that did not respect but was harmful to the visual amenity of the area. The fence together with the summerhouse and decking were inappropriate in terms of their positioning, on what was an area of public open space. They disrupted and do not respect the design and layout of this part of the housing development and had resulted in the loss of the area of open space which was part of the landscape setting of the housing development contrary to policy DP2.

Therefore, the case officer had concluded that the loss of the area of open space and the erection of the fence, summerhouse and associated decking on it was harmful to the character, appearance and amenity of this part of the housing development contrary to policies OS2 and DP2 of the adopted LDP. There were no material planning considerations that outweighed the fact that they were contrary to the Development Plan. The application had been refused for the reason set out in the original decision notice.

The change of use of open space, the erected fence, summerhouse and associated decking were all unauthorised and were therefore a breach of planning control.

The Planning Adviser then turned to the applicant's appeal submission which argued that the title deeds of the property did not state that the land in question must be used as open space. The applicant also stated that, when purchasing the property, he had not been given a development plan detailing which areas of land were classed as open space throughout the development. In relation to the fence and summerhouse, he asserted that both met the requirements of permitted development legislation – as per the Government website.

The Planning Adviser concluded his presentation by reminding Members that they had the option of seeking further information, if required.

The Planning Adviser responded to questions from Members on ownership of the land, its designation as open space within the wider housing development and the planning requirements relating to any change of use of the land, fencing and erection of a summerhouse. He also confirmed that the planning service would provide advice on all of these matters, when approached by an applicant.

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

The Chair then invited Members to give their views on the application.

The Chair commented that all matters like these were difficult to determine. He added that having visited the site and having heard the explanation of open space he was able to appreciate the benefit around the estate of retaining areas of open space. Therefore, he was minded to support the decision of the planning officer and refuse planning permission.

Councillor Allan agreed with the comments of the Chair and acknowledged that open space areas made a difference to the overall feel of the area within the estate. Accordingly, she was also minded to support the decision of the planning officer.

Councillor Collins said she was initially torn when reviewing this application. However, following the site visit, she came to the view that this took away from the look of the area and if everyone else within the estate did the same there would be a significant loss of amenity. Accordingly, she was also minded to support the decision of the planning officer.

**Decision**

The ELLRB agreed unanimously to uphold the decision of the planning officer and to refuse planning permission for the reasons set out in the officer’s report.

Signed .....

Councillor John McMillan  
Chair of Local Review Body (Planning)







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

**THURSDAY 15 DECEMBER 2022  
VIA THE DIGITAL MEETINGS SYSTEM**

**8b**

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**Committee Members Present:**

Councillor J Findlay (Chair)  
Councillor C Cassini  
Councillor A Forrest

**Advisers to the Local Review Body:**

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

**Other attendees:**

Ms P Gray, Communications Adviser

**Clerk:**

Ms F Currie, Committees Officer

**Apologies:**

None

**Declarations of Interest**

None

### **Introductory Statement by the Legal Adviser**

The Legal Adviser outlined the procedure for the Local Review Body to reach a decision on the planning application before it. He also asked the Members to confirm that they had viewed all of the documentation which had been available to the planning case officer during his consideration of the application. All members did so.

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

### **1. PLANNING APPLICATION NO. 22/00750/P: REPLACEMENT WINDOWS AND DOOR, 22 HOPETOUN TERRACE, GULLANE EH31 2DE**

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

The Planning Adviser advised Members that the first case related to a review against refusal of planning permission for application no. 22/00750/P for replacement windows and door at 22 Hopetoun Terrace, Gullane. He set out in detail the proposals contained within the application and provided information on the site and surroundings. He confirmed that, while not a listed building, 22 Hopetoun Terrace lay within the Gullane Conservation Area as part of a short terrace of late Victorian two storey houses with two storey bay windows. Hopetoun Terrace had several such short terraces each being uniform in appearance although quite different from other terraces in the street.

The Planning Adviser outlined the proposed changes to the windows and door; contrasting the existing style and materials with those proposed in the application and highlighting the key differences. He noted that the applicant was willing to agree the details of the door handle and letterbox, along with the final colour of the door, with the Planning Service.

He reminded Members that applications should be determined in accordance with the development plan for the area unless material considerations indicate otherwise. Section 64 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 and Scottish Planning Policy required that a planning authority must have regard to the desirability of preserving or enhancing the character or appearance of a conservation area in the determination of any application for development affecting a conservation area. Relevant to the determination of this application was East Lothian Local Development Plan 2018 (LDP) policy CH2 (Development Affecting Conservation Areas). Also material to the determination of this application was Supplementary Planning Guidance on Cultural Heritage and the Built Environment approved by Council in 2018.

Turning to the consultation process, the Planning Adviser noted that one letter of objection had been received from the Architectural Heritage Society of Scotland who had opposed the application as the proposed windows and door would be of different material and would neither preserve nor enhance the special architectural or historical character of the area.

The Planning Adviser summarised the case officer's assessment of the application which had concluded that the proposed changes to the windows and door on a prominent front elevation of a building which the officer considered to be an intrinsic part of the character of that building and which contributed positively to the character of

the conservation area, would be harmful to the character and appearance of the Gullane Conservation Area. This was because the change in construction material of the window frames, the profiles of elements of the design and the 'plant on' astragals would be significant, as would the replacement of the timber door with a composite material and both would be harmful to the character and appearance of the house, the terrace of houses of which it was part and to this part of the conservation area. The Planning Adviser agreed with the officer's conclusions, adding that the change in the appearance of the door panels would also be significant. He noted that planning permission had been refused with the reasons for refusal being contrary to Policy CH2 Development Affecting Conservation Areas and Policy DP5 Extensions and Alterations to Existing Buildings.

The Planning Adviser then turned to the applicant's appeal submission which had listed the following reasons for appeal:

- The proposed changes would result in significant energy efficiency benefits to the householder
- That uPVC was a good material to use for replacement windows and, in the applicant's experience, offered benefits above and beyond those of timber windows
- That there was no discernible difference in the proposed changes as viewed from a public place; the proposed design would not be widely visible in the appearance of the windows and door such that would harm the character of the house
- It was understood that other owners adjoining the site had commented that they would wish to do exactly the same replacements as the applicant.

The Planning Adviser concluded his presentation by reminding Members that, should they be minded to grant planning permission, the planning case officer had provided a suggested condition.

The Planning Adviser responded to questions from Members on the vents within the proposed uPVC windows and the panelling on the replacement door.

In response to a question from the Chair, the Legal Adviser confirmed that, if so minded, the Members could grant planning permission in part, i.e. for the windows but not for the door.

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

The Chair then invited Members to give their views on the application.

Councillor Forrest commented that the site visit had been helpful and noted that the street appeared to have a unified form; and while the materials in buildings looked different the overall look of the area was the same. He said to grant this appeal could result in other homeowners seeking to make their own changes to their properties and the result would be harmful to the conservation area. He was therefore minded to support the Planning Officer's decision and to refuse the appeal.

Councillor Cassini had noted that there appeared to be another property in the street that had altered windows although this was not within this particular terrace. In respect of the door, she felt that to change the materials would go against the design and be harmful to the character of the area. However, she had less objection to the uPVC windows. She concluded that, subject to confirmation of the options by

the Legal Adviser, she would be minded to refuse the application in part: supporting the Planning Officer's decision in relation to the replacement door but overturning the officer's decision in relation to the replacement windows.

The Chair noted that there were several options available to the applicant for materials and design but replacing like with like could be expensive. He felt that the uPVC windows would be similar in look and style to the existing timber windows but he was less sympathetic to the proposed replacement door. The Chair agreed with the position taken by Councillor Cassini. Accordingly, he was also minded to support the application in part: supporting the Planning Officer's decision in relation to the replacement door but overturning the officer's decision in relation to the replacement windows.

The proposals within the application – for replacement windows and a replacement door – were considered separately and decisions reached via roll call votes.

### **Decision**

The ELLRB agreed by, majority, to grant planning permission in part: that is to grant planning permission for the replacement windows.

Additionally, the ELLRB agreed, unanimously, to refuse planning permission for the replacement door for the reasons set out above and in the original decision notice.

## **2. PLANNING APPLICATION NO. 22/00587/P: ERECTION OF 1 HOUSE AND ASSOCIATED WORKS, LAND AT THE HEUGH, NORTH BERWICK, EAST LoTHIAN**

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

The Planning Adviser advised Members that the second case related to a review against refusal of planning permission for application no. 22/00587/P for erection of 1 house and associated works on land at the Heugh, North Berwick. He set out in detail the proposals contained within the application and provided details of the site and surroundings.

He reminded Members that applications should be determined in accordance with the development plan for the area unless material considerations indicate otherwise: in this case the South East Scotland Development Plan (SESplan) and the adopted East Lothian Local Development Plan 2018 (LDP). He outlined the most relevant policies of the LDP, which were: DC1 (Rural Diversification); DC3 (Replacement Dwellings in the Countryside); DC4 (New Build Housing in the Countryside); DC5 (Housing as Enabling Development); DC8 (Countryside Around Towns); DC9 (Special Landscape Areas); DP1 (Landscape Character); DP2 (Design); CH1 (Listed Buildings); CH4 (Scheduled Monuments and Archaeological Sites); T1 (Development Location and Accessibility); and T2 (General Transport Impact).

The Planning Adviser commented that, in his view, policies DC3 and DC5 were not appropriate for consideration in the determination of this application (the proposal was not for a replacement dwelling or enabling development) and could be disregarded. However, despite argument from the applicant, he considered that policy DC1, while not directly relevant, was useful in the determination of this application.

As set out by the planning case officer, Scottish Planning Policy was also relevant and other material considerations taken into account were: PAN 72 Housing in the Countryside; LDP Supplementary Planning Guidance Countryside and Coast; LDP Supplementary Planning Guidance Special Landscape Areas; and sustainability in terms of the design of the house and its site.

Turning to the consultation process, the Planning Adviser noted that a total of 16 objections had been received and that these were summarised in the case officer's report. In addition, the following consultees had raised no objections: East Lothian Council Access Officer, Waste Services Officer, Environmental Health Officer, Biodiversity Officer, Contaminated Land Officer, Road Services Officer (subject to conditions), Archaeology Officer (subject to conditions) and Scottish Water.

The Planning Adviser summarised the case officer's assessment of the application which had considered issues of potential overlooking, loss of daylight and privacy and overshadowing and had concluded there was no conflict with Policy DP2 Design. The officer had then assessed the application against national, strategic and local policy for development in the countryside as the application site was out with the settlement of North Berwick in an area where LDP countryside policies apply. It was concluded that it was contrary to policies DC1, DC4 and DC5 and SPP. The application site lay within an area of countryside that was designated under Policy DC8 as Countryside around Towns and Policy DC9 as part of the North Berwick Special Landscape Area. The ELC Landscape Officer considered that the proposals were contrary to these policies. She also commented on the submitted Landscape and Visual Impact Assessment which showed the wide and nearly complete visibility of the site within the 1km study area.

The case officer had then considered the potential benefits of the low carbon technology proposed in the new house and the retention of material on the site and concluded that environmental benefits associated with these did not outweigh the adverse impact of the proposal on the landscape character and appearance of the area, concluding that there were no material considerations which would justify the grant of planning permission. Planning permission was subsequently refused for the reasons set out in the case officer's report.

The Planning Adviser then turned to the applicant's appeal submission which had provided a considerable number of documents assessing the impact of the proposals against relevant planning policies and other factors. He advised that applicant's case could be summarised as:

- The Council's adopted LDP is not in keeping with national guidance nor other adjacent council areas planning policies for the countryside
- The Council's approach to housing in the countryside is to place unnecessary restrictions contrary to both national policy and guidance; limited weight should therefore be given to Policy DC4
- There would be no adverse impact on the North Berwick Law SLA or on the setting of the B listed water tank
- There had been insufficient consideration of material considerations which were considered to outweigh any perceived non-compliance with the adopted LDP
- The proposed development was sustainable development in line with SPP

The Planning Adviser indicated that it was a matter for the Council to interpret the characteristics of its rural area and to apply appropriate planning policies that met its circumstances in line with the broad guidance in SPP. In this respect the Council had set out where development was permitted in the countryside through policies DC1 and DC4. It was for other Councils to assess their own areas and develop their own planning policies to suit the particular characteristics of their rural areas, therefore the

only relevant plan policies for the LRB to consider in this case were those of the East Lothian Local Development Plan 2018.

The Planning Adviser concluded his presentation by reminding Members that it was for them to look at the application afresh and to refuse the application, either for the reasons previously made or for other planning reasons; to grant the application or to grant the application with conditions. If the LRB was minded to refuse the application, the Planning Adviser recommended the omission of reason for refusal 2 that referred to policy DC5. Should the LRB decide to approve the application, a suggested list of planning conditions had been provided by the case officer.

The Planning Adviser responded to a question from the Chair regarding the potential to attach a condition to any grant of planning permission preventing HGVs from using the access road. He indicated that the LRB was required to act reasonably and, to apply this type of condition, there would have to be an alternative route of access to the site for HGVs.

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

The Chair then invited Members to give their views on the application.

Councillor Forrest commented that the site visit had been very helpful. He raised concerns about the current access road being able to take construction vehicles to the site in the event this application was approved. He commented that there were times where he would support building in the countryside where there was justification but he could not support a new build in the countryside where there was no other purpose than simply to build a house. Accordingly, he confirmed he was minded to support the Planning Officer's decision and to refuse this appeal.

Councillor Cassini agreed with Councillor Forrest's comments. She added that as the main effect of this application was to construct a new build house she was of the view this would be harmful to the character of the area as this would stand out on its own. Accordingly, she could not support the appeal.

The Chair agreed with the position taken by his colleagues and was minded to support the officer's decision on this occasion.

A decision was taken by roll call vote.

### **Decision**

The ELLRB agreed unanimously to dismiss the appeal and to refuse planning permission for the reasons set out in the original decision notice but with the omission of Reason 2 relating to policy DC5.

Signed .....

Councillor Jeremy Findlay  
Chair of Local Review Body (Planning)

**REPORT TO:** East Lothian Council  
**MEETING DATE:** 28 February 2023  
**BY:** Executive Director for Place  
**SUBJECT:** 2022–2027 ‘Top 50’ Council Plan Indicators

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9

## 1 PURPOSE

- 1.1 To present the 2022–2027 ‘Top 50’ Council Plan Indicators to Council for approval.

## 2 RECOMMENDATIONS


- 2.1 Council is asked to approve the 2022–2027 ‘Top 50’ Council Plan Indicators (Appendix 1).

## 3 BACKGROUND


- 3.1 The 25 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 Policy Performance and Review Committee (PPRC) 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 and added new indicators which are more relevant to the 2022–2027 Council Plan’s objectives and outcomes. A draft of the new ‘Top 50’ Indicators was presented to, and approved by, PPRC on 15 December.

- 3.3 The ‘Top 50’ 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 The draft that was presented to PPRC included a total of 55 indicators. Five of these indicators have been taken out of the final set of 50 indicators that are presented to Council for approval. These are:
- Land supply available for business growth
  - % of East Lothian properties with Superfast Broadband
  - An indicator measuring early development / readiness for learning
  - An indicator relating to healthy early child weight
  - % of citizens who agree that they can rely on a friend / neighbour to help
- 3.6 The 'Top 50' indicators (Appendix 1) includes 29 indicators that were included in the 2017–2022 'Top 50' Indicators. The 21 new indicators are indicators:
- 2 – proxy indicator for poverty
  - 5 & 6 – climate emergency related indicators
  - 16–20 – new education attainment indicators measuring the poverty related attainment gap
  - 22–25 – Looked After Children and Young People and children's mental health services
  - 28–33 – adult care services
  - 39 – measure of tenant satisfaction with repairs
  - 43 – measure of response to Anti-Social Behaviour complaints
  - 50 – new indicator relating to the Council's budget.
- 3.7 Several of the new indicators are still being developed and baselines and targets are to be determined. In addition, it should be noted that the nine Growing our Economy indicators (7–15) will be reviewed/revised following completion of the new Economic Development Strategy.
- 3.8 The 'Top 50' Council Plan indicators will be reported on twice a year; firstly as part of the report on Annual Indicators that is presented to PPRC in June, and secondly, as part of the Annual 'State of the Council' report that is presented to Council in December.



#### **4 POLICY IMPLICATIONS**

4.1 This report has no policy implications.

#### **5 INTEGRATED IMPACT ASSESSMENT**

5.1 The subject of this report is not applicable to the well-being of equalities groups and an Impact Assessment is not required.

#### **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

<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>	9 <sup>th</sup> February 2023



## APPENDIX 1: 2022-27 'Top 50' Council Plan Indicators

Ref	Indicator	Baseline 2021/22	2027 Target
<b>Reduce Poverty and Inequalities</b>			
1	% of children living in households with less than 60% of median net household income after housing costs	18.9% (2021)	National target – less than 10% by 2030
2	% of citizens who say they are managing financially 'Very Well & Quite Well' ( <i>Residents Survey</i> )	50% (Dec 2021)	55%
3	Claimants in receipt of out of work benefits (% of pop aged 16-64)	2.1% (Dec 22) (Scottish av. = 2.9%)	0.5% below Scottish average
<b>Respond to Climate Emergency</b>			
4	Mitigation: contribute to delivery of national net zero target  East Lothian Council's corporate annual carbon emissions (tonnes CO2e) reported to through the annual Public Bodies Climate Change Duties Report	15,653	Reduce ELC's overall emissions annually to reach Net Zero as soon as reasonably practicable or in any case by 2045
5	Adaptation: help deliver Scotland's climate change adaptation programme  East Lothian Council's score in Adaptation Scotland's Capability Framework	Workshop planned 24 <sup>th</sup> March to establish the baseline	Score 3 in the following categories: a) organisational culture and resources b) Understanding the challenge c) Planning and implementation d) Working together

<b>6</b>	Sustainable development as a core value  Number FTE staff undertaking the Carbon Literacy Training programme and being certified as Carbon Literate	7	500
<b>Growing our Economy</b> <i>(These indicators and targets taken from the current Economic Development Strategy will be revised following adoption of the new Economic Development strategy)</i>			
<b>7</b>	Job density – proportion of people of working age (16-64) in employment in East Lothian (to include part-time work data)	2021/22 figure not available	To be determined
<b>8</b>	Number of businesses accessing (assisted by) support services; including Business Gateway & East Lothian Works	2021/22 figure not available	To be determined
<b>9</b>	Number of people participating in EL Works operated or funded employability programmes	467	To be determined
<b>10</b>	% of people that have participated in Council operated/ funded employability programmes who have progressed into employment	43.0%	To be determined
<b>11</b>	% participation rate for 16-19yr olds	94% (2020/21)	To be determined
<b>12</b>	Business base – number of businesses	3,800 (2020/21)	To be determined
<b>13</b>	Business Gateway start-ups per 10,000 pop	5.75 (2020/21)	To be determined
<b>14</b>	% of procurement spent on local small/ medium enterprises	21% (2020/21)	To be determined
<b>15</b>	Town Centre vacancy rate	8.8% 2020/21)	To be determined
<b>Growing our People – Close the poverty related attainment gap</b>			
<b>16</b>	To close the poverty related attainment gap between quintiles 1 and 5 for children in primary 1, 4 and 7 combined in literacy	29.6 (2020/21)	Target will be rolled forward each year

<b>17</b>	To close the poverty related attainment gap between quintiles 1 and 5 for children in primary 1, 4 and 7 combined in numeracy	26.2 (2020/21)	Target will be rolled forward each year
<b>18</b>	To close the poverty related attainment gap between quintiles 1 and 5 in the number of school leavers attaining one or more passes at SCQF level 5	27.1 (2020/21)	Target will be rolled forward each year
<b>19</b>	To close the poverty related attainment gap between quintiles 1 and 5 in the number of school leavers attaining one or more passes at SCQF level 6	44.1 (2020/21)	Target will be rolled forward each year
<b>20</b>	To close the poverty related attainment gap between quintiles 1 and 5 in overall school attendance	6.4 (2020/21)	Target will be rolled forward each year
<b>Growing our People – improve the life chances of children</b>			
<b>21</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%	60%
<b>22</b>	Percentage of Child Protection re-registrations in 24 month period	12.5%	10%
<b>23</b>	Looked after children with more than 2 placement moves in a year	4	2
<b>24</b>	Number of young people receiving continuing care	15	11
<b>25</b>	Number of referrals of children and young people to the mental health services' Single Point of Access / number of cases closed	274 / 122 (Aug – Nov 2022)	To be determined
<b>Growing our People – adults and older people</b>			
<b>26</b>	Number of days people aged 75+ spend in hospital when they are ready to be discharged	159	Maintain
<b>27</b>	% of people with long term care needs receiving personal care at home (total / under 65s / over 65s)	65+ = 59% <65 = 83%	Increase % of 65+ with intensive care needs receiving personal care at home

		All age groups = 62%	Maintain % of <65s with intensive care needs receiving personal care at home
28	% of non-residential service users receiving care under SDS Options 1 and 2 (total / under 65s / over 65s) – <i>under development</i>	To be established	To be determined
29	% of carers receiving respite via a Carers Support Plan – <i>under development</i>	To be established	To be determined
30	Emergency / unplanned hospital admissions (all 18+ / over 60s)	All 18+ = 10,528 / 65+ = 21,377 per 100,000	Maintain
31	Fall rates per 1,000 population aged 65+ ( <i>Falls rate may increase with growing number of over 65s in older / more vulnerable age groups such as 80+</i> )	22	To be determined
32	Proportion of last 6 months of life spent at home or in a community setting	88%	Increase %
33	% of adults able to look after their health very well or quite well ( <i>Health and Care Experience annual survey</i> )	92.6%	Maintain at above Scottish level
<b>Growing our Communities</b>			
34	Excluding Don't Knows, % of citizens 'Strongly Agree' / 'Tend to Agree' My Council is good at listening to people's views before it makes decisions ( <i>Residents Survey</i> )	13% (Dec 2021)	50%
35	% of citizens who say their neighbourhood is a 'Very Good' / 'Good' place to live ( <i>Residents Survey</i> )	94% (Dec 2021)	95%
36	Hours of volunteering recorded by Connected Communities – <i>under development as part of the Community Learning and Development Plan</i>	To be established	To be determined
37	Number of affordable house completions and Open Market Acquisitions	126	To be determined

<b>38</b>	Average number of days taken to re-let properties	66.2	42
<b>39</b>	Tenant satisfaction with repairs	90%	92%
<b>40</b>	Number of bus service routes and timetabled journeys	38 routes	To be determined
<b>41</b>	% of total household waste that is recycled	53.9%	To be determined
<b>42</b>	% of citizens who feel 'Very Safe' and 'Fairly Safe' walking alone in their local area after dark ( <i>Residents Survey</i> )	92% (2019)	92%
<b>43</b>	% of Anti-Social Behaviour complaints received by the Council resolved/ closed within four months – <i>under development</i>	To be established	To be determined
<b>Growing our Capacity</b>			
<b>44</b>	Proportion of non-Direct Debit payments, including school payments, undertaken online (at 31 <sup>st</sup> March)	72.0%	85%
<b>45</b>	Number of on-line form transactions completed on Council website/ Customer Portal	32,751	To be determined
<b>46</b>	% of employees agreeing that the Council is a great place of work (Staff Survey)	85.9% (Oct 2021)	87.5%
<b>47</b>	Staff absence - Days lost due to sickness absence (FTE)	8.1	Below the Scottish average
<b>48</b>	% of income due from Council Tax received by the end of the year	97.7%	97%
<b>49</b>	Gross rent arrears ( <i>all tenants</i> ) as at 31 March each year as a percentage of rent due	4.9%	4.9%
<b>50</b>	Preserve minimum balance on useable general fund reserves	£7.2m	Maintain





**REPORT TO:** East Lothian Council

**MEETING DATE:** 28 February 2023

**BY:** Executive Director for Place

**SUBJECT:** Regional Prosperity Framework Delivery Plan and Prospectus

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## **1 PURPOSE**

- 1.1 The Regional Prosperity Framework Delivery Plan and Prospectus (Appendix 1) is submitted to Council for approval, prior to being considered by the Edinburgh and South East Scotland City Region (ESESCR) Joint Committee on 3 March 2023.

## **2 RECOMMENDATIONS**

- 2.1 It is recommended that Members:
- Approve the Regional Prosperity Framework Delivery Plan and Prospectus; and
  - Note that the Delivery Plan and Prospectus is being considered by the other five constituent local authorities in the Edinburgh and South East Scotland City Region (ESESCR) ahead of the ESESCR Joint Committee on 3 March 2023, and minor editorial/presentation amendments may arise following consideration of the papers.

## **3 BACKGROUND**

### ***Context***

- 3.1 The maturity of the City Region Deal regional partnership with the Government of the United Kingdom and the Scottish Government has seen the development of an ambitious Regional Prosperity Framework (RPF) for South East Scotland.
- 3.2 The East Lothian Council report entitled '[Regional Prosperity Framework](#)' on the 16 November 2021 (Item 7) provides the context and background

for preparing the RPF. When approving the RPF, all regional partners acknowledged that the development of an RPF Delivery Plan and Prospectus would be a key next step.

3.3 Regional partners developed the RPF Delivery Plan and Prospectus at Appendix 1 of this report in the context of ongoing recovery from the COVID-19 pandemic, the cost crisis, and growing pressure on public finances. In response to these issues, the RPF Delivery Plan and Prospectus sets out collaborative actions linked to the delivery of regional economic ambitions.

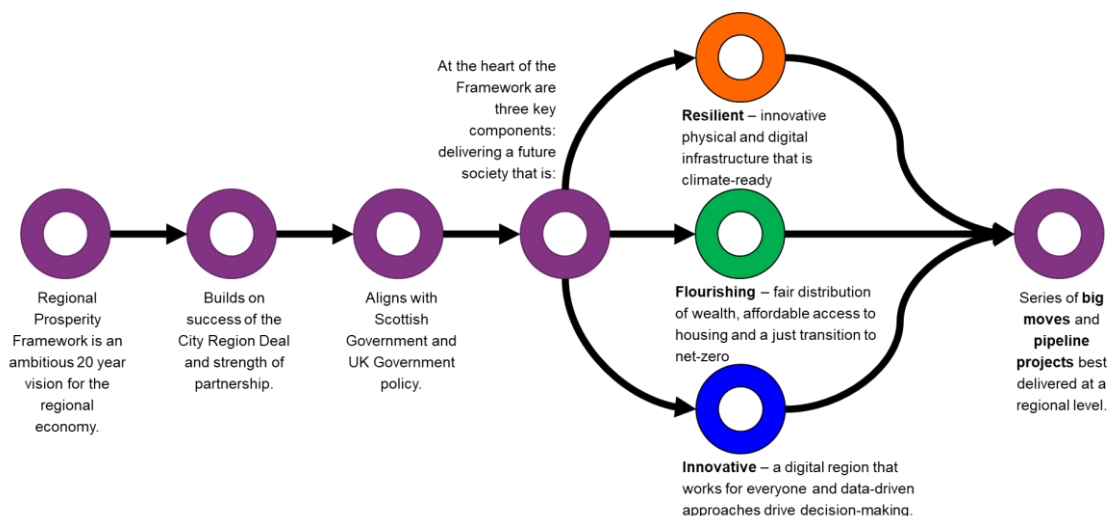
### Main Report

3.4 The Regional Prosperity Framework (RPF) and its Delivery Plan and Prospectus provide a vision for regional economic recovery post-pandemic; resilience through the ongoing cost crisis; and a future programme of major projects and investment that can support inclusive green growth and a just transition to net zero.

3.5 All actions under the RPF and its Delivery Plan and Prospectus are framed to support:

- People – to access fair work, to learn and develop new skills and to live happy and healthy lives;
- Places – that are sustainable, and attractive to live and work in and where enterprise thrives;
- Planet – meeting our needs in a way that will allow future generations to meet theirs, with a focus on the reduction of greenhouse gas emissions.

3.6 The RPF Delivery Plan and Prospectus priorities have emerged from the RPFs three core themes, which aim to support an economy that is resilient; innovative and flourishing (see diagram 1 below).



**Diagram 1 - Regional Prosperity Framework Delivery Process**

- 3.7 The RPF Delivery Plan and Prospectus also align closely with Scotland's National Strategy for Economic Transformation (NSET), Scotland's Regional Economic Policy Review recommendations, and the UK Government's Levelling-Up White Paper with its funding allocations, and the funding allocations available through the UK Shared Prosperity Fund. This policy landscape is a basis for our region to engage on an ongoing basis with both Governments and others to seek shared solutions that could deliver the shared regional economic vision and priorities as articulated within the RPF and its Delivery Plan and Prospectus.
- 3.8 Regional partners aim to use the RPF Delivery Plan and Prospectus to seek to align and integrate public, private, and third-sector decisions, actions, collaborations, strategies, policies, and investments across the region. This work will be focus on areas such as sustainability, climate change, energy, transport, planning, housing, infrastructure, education, digital, services, inequalities, well-being, economic development, procurement, and delivery. In that context, four key programmes have emerged:
- **Green Regeneration;**
  - **Infrastructure for Recovery;**
  - **Visitor Economy and Culture; and**
  - **Data-Driven Innovation Economy.**
- 3.9 These programmes are emerging as recovery from COVID-19 continues, and as a new economic context is emerging. Other global events, such as war in Ukraine, inflation, and emerging financial uncertainties, mean there is a need to be agile as we develop our strategic approach with both Governments and others to deliver shared regional ambitions. The key overall point is that, whilst unprecedented transformative change is essential, the means and capital and revenue cost of delivering it is beyond local government alone, and urgent support from both Governments is needed, as well as from others.
- 3.10 The Delivery Plan has therefore been developed in that context, and as a living document that takes the next step to move us closer towards our longer-term shared ambitions for the region. The immediate delivery priorities for the region set out over a 1-3 year horizon, as below:
- **Green Regeneration** - develop an investment prospectus focused on the Forth Economic Corridor;
  - **Infrastructure for Recovery** - co-develop with both Governments a new funding model for regional infrastructure initiatives that incorporates capital and revenue place-based funding allocations;
  - **Visitor Economy & Culture** – secure a sustainable visitor economy and promotion of our cultural assets;

- **Data Driven Innovation** - promote the transition to data enabled business performance in the region.

3.11 These immediate priorities will help to define the strategic collaboration and support we need from both Governments and others to confirm which of our longer term ambitions can become priorities for delivery in subsequent iterations of the RPF Delivery Plan & Prospectus. Regional priorities will be reviewed annually and refreshed, with programmes and projects added or subtracted to ensure a continued focus on the ambitions of the Plan, while reflecting what is happening at local, regional, national, and macro level.

3.12 The Delivery Plan therefore establishes a clear and agile process for delivery, and sets out an ambitious prospectus for potential future investment. A summary of each programme is outlined below with the full Regional Prosperity Framework Delivery Plan and Prospectus set out in Appendix 1.

### ***Green Regeneration***

3.13 From Eyemouth to Grangemouth, the Forth Economic Corridor has the potential to drive transformational economic and climate adaptation via major regeneration, including at Cockenzie and in the delivery of Blindwells new settlement (with expansion potential). There are firm links between such projects and the need for strategic placed-based financial solutions that enable the delivery of Infrastructure for Recovery.

3.14 There are significant opportunities along the Forth to reuse and modernise existing assets, sites, and operations, and to create new strategic net zero employment opportunities, and to support innovative manufacturing and shipbuilding. Proposals for a Green Freeport aim to underpin and enhance the area's future economic success, including the creation of the nation's largest offshore renewable energy hub.

3.15 Key to the future success of the Forth and of the wider region is the development of future green skills to meet the needs of businesses today and in the future economy, whilst creating new high value jobs. The creation of a Net Zero Skills Accelerator Hub can help to address the demand and supply side barriers that exist, helping key sectors begin or accelerate the transition to net zero.

3.16 Cross partner support will be required to establish a Forth Estuary Collaboration Network and to develop a Forth Investment Prospectus. This will enable closer collaboration between neighbouring authorities and others to deliver national and regional priorities for the Forth, and to promote the reputation of the Forth Economic Corridor domestically and internationally.

### ***Infrastructure for Recovery***

3.17 The most productive regions are the best connected and the most sustainable. Much of Scotland's future population and household growth

is set to take place in south east Scotland, with ambitions to promote sustainable growth across the region linked to the success of the national economy. However, the consequential scale and nature of impact on the region's infrastructure needs to be addressed in a sustainable way.

- 3.18 The housing need and demand in south east Scotland is the greatest in Scotland, with nearly 60% of the total annual affordable housing need in this city region. This region delivers more homes than any other part of Scotland, and continues to drive construction innovation. Enabling the delivery of the City Region Deal 7 strategic sites, including Blindwells new settlement (with expansion potential), could deliver circa 35,000 homes and transform previously developed land and deliver more affordable homes. However, new financial models that make available the capital and revenue resources required to effectively plan, enable and deliver such strategic sites, and to deliver and then subsequently operate the public services and facilities that will sustain them are urgently needed.
- 3.19 The Edinburgh and South East Home Demonstrator Project is a new business model for the delivery of Net Zero affordable homes at scale. There are currently 75 homes under construction at Granton Waterfront with support required to secure a delivery partner and to scale up a regional pipeline of sites. The region also needs financial support to both deliver the Energy Efficiency Standards for Social Housing 2 (EESH2) programme of retrofitting existing homes and to continue to build new affordable homes. The development of an energy masterplan for south east Scotland could identify a portfolio of low carbon heat and energy infrastructure projects within south east Scotland to support a just transition to net zero.
- 3.20 It is essential that regional transport priorities are co-ordinated to deliver the aspirations of the: Regional Transport Strategy; Strategic Transport Projects Review 2; and National Strategy for Economic Transformation. This alignment will ensure that relevant service and infrastructure providers can help to: effect modal shift; promote mass transit; decarbonise transport (support transition to net zero); and tackle transport poverty. The development of a Regional Transport Masterplan will be key to articulating how this could be achieved across the region.

### **Visitor Economy and Culture**

- 3.21 The region's world class cultural and visitor offer is key to the regional economy and this can be enhanced through establishing a Regional Visitor Economy Partnership to create and deliver a Regional Visitor Economy Development Plan.
- 3.22 A Data Driven Innovation led approach to tourism can help to position the region as a global leader in regional data-driven decision-making for strategic tourism destinations and investments, aligning and contributing towards the regional ambition of being the Data Capital of Europe.

## **Data-Driven Innovation Economy**

- 3.23 Embedding and extending the impact of the City Region Deal Data-Driven Innovation investment in the regional and national economy is needed to ensure the region provides the skills, support network, data and transport infrastructure needed to grow data-led organisations. Cross-partner support is essential to promote the aspiration for the region to be a Data Capital, and its linkages to delivering Scottish and UK Government Digital and Data Strategies.
- 3.24 Partners will work to support the operational growth of the TechScaler Network, funded by Scottish Government, and to support the ongoing recognition of the Region as a World Leading Centre for Informatics and High-Performance Computing Academic Excellence.
- 3.25 The delivery programmes above are critical to south east Scotland's future economic success, providing clarity for future investment and collaboration to ensure this region has a prosperous net zero future. These programmes will be monitored and reviewed every 12 months to ensure they are still relevant to local, regional, and national partners, and to define a series of next steps.

## **Immediate Next Steps**

- 3.26 Each of the five other constituent Local Authorities will also consider a report on the RPF Delivery Programme before the City Region Deal Joint committee meets on 3 March 2023. Subject to the necessary approvals through the above governance, regional partners will ask both Scottish and UK Government for the following support:
- **Financial Support for Programmes**
    - We ask for our Action Plan to be achieved through a medium to long term, integrated, place-based capital and revenue funding allocations based on shared outcomes;
  - **New forms of Partnering**
    - Support to develop a new regional delivery capability to work on the Regional Prosperity Framework ambitions in collaboration and partnership;
    - Align national strategies & policies to support regional aspirations;
    - We ask both the Scottish Government and the Government of the United Kingdom to commit to continue to work in tripartite partnership with Edinburgh and South East Scotland regional partners;
    - Recognise the region is closely aligned and uniquely positioned to progress the recommendations made in the Scottish Government's Regional Economic Policy Review;

- **Enablement**
  - New powers and new delivery tools as required to deliver the regional ambitions, through “live” Action Plans, programmes and projects;
- **National Strength Recognition**
  - South east Scotland has unique regional assets in our economy, communities and places that are a vital part of the national economy, but which have been buffeted by recent economic upheavals. We want to work with both Governments to secure these for the long term.

## **4 POLICY IMPLICATIONS**

- 4.1 Once adopted, the intention is that the Regional Prosperity Framework Delivery Plan and Prospectus will become non-statutory regional policy and strategy, which will be reviewed annually. It would be a high level agreed statement of regional economic priorities and ambitions. In that context, its primary purpose would be to help inform the development of other national, regional and local plans and strategies.

## **5 INTEGRATED IMPACT ASSESSMENT**

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

## **6 RESOURCE IMPLICATIONS**

- 6.1 Financial – Approval of the RPF Delivery Plan and Prospectus does not commit resources from East Lothian Council or any of the other five local authorities. Short term delivery ambitions will be achieved through existing resources, and the prospectus ambitions will require additional public monies from both Governments and private and third sector investment if and as needed and secured. As external funds are secured programmes and projects may be progressed on a case by case basis, based on the development of individual business cases.

- 6.2 Personnel - The work on the RPF has been overseen by the City Region Deal Directors Group which includes representation from both Scottish and UK Government; the Regional Enterprise Council; and the Elected Member Oversight Committee. An officer working group with membership from each of the six local authorities, the University of Edinburgh, and Scottish Enterprise, supported by the Programme Management Office has developed the RPF Delivery Plan and Prospectus.
- 6.3 Other – City Region Partners want the RPF Delivery Plan and Prospectus to be supported through a medium to long term, integrated, place-based capital and revenue funding allocations, based on shared outcomes. Officers are developing the case for this funding approach, which should cover the whole-life costs of delivery and will present this to UK and Scottish Government in advance of the UK Government budget next year. Partners will continue to work with Scottish Government to ensure that the RPF Delivery Plan aligns to programmes and spend on NSET, STPR2, infrastructure and other relevant areas as well.

## **7 BACKGROUND PAPERS**

- 7.1 [Regional Prosperity Delivery Plan & Prospectus \(Draft for Discussion\)](#) – Elected member Oversight Committee – 13<sup>th</sup> January 2023
- 7.2 [Government of the United Kingdom: Economic & Social Ambitions Update / Scottish Government: Economic Transformation Update / Regional](#)
- 7.3 [Prosperity Framework Update](#) - Elected member Oversight Committee - November 2022
- 7.4 [Regional Prosperity Delivery Framework](#) – Elected member Oversight Committee - Friday 5<sup>th</sup> August
- 7.5 [Regional Prosperity Delivery Plan & Prospectus \(Update on Delivery Plan\)](#) Elected Member Oversight Committee – Friday 10<sup>th</sup> June 2022
- 7.6 [Regional Prosperity Delivery Plan & Prospectus](#) (Implementation Plan Update / Big Move 4 – Regenerating the Forth Overview) – Friday 11<sup>th</sup> March 2022
- 7.7 [Regional Prosperity Framework](#) – East Lothian Council - 16<sup>th</sup> November 2021 (Item 07)
- 7.8 [Consultation Draft Regional Prosperity Framework](#) – Member’s Library Report (63/21)- June 2021
- 7.9 [Regional Prosperity Framework Consultation Draft for Approval](#) – Edinburgh & South East Scotland City Region Deal Joint Committee – 04<sup>th</sup> June 2021.
- 7.10 [Regional Prosperity Framework Consultation Draft for Discussion](#) – Elected Member Oversight Committee – 21<sup>st</sup> May 2021



- 7.11 [Regional Growth Framework Update](#) – Elected Member Oversight Committee - 16 April 2021.
- 7.12 [Ratification of City Deal Governance Arrangements](#) – 27<sup>th</sup> October 2020
- 7.13 [Regional Growth Framework](#) – Joint Committee – 3<sup>rd</sup> September 2019
- 7.14 [Edinburgh and South East Scotland City Region Deal](#) – 26<sup>th</sup> June 2018

<b>AUTHOR'S NAME</b>	Douglas Proudfoot
<b>DESIGNATION</b>	Executive Director - Place
<b>CONTACT INFO</b>	Ext 7222
<b>DATE</b>	28 <sup>th</sup> February 2023

## Appendix 1

### Regional Prosperity Framework: Delivery Plan & Prospectus

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# REGIONAL PROSPERITY FRAMEWORK

DELIVERY PLAN & PROSPECTUS

2023 / 24

# Edinburgh and South East Scotland Joint Committee



**Councillor Cammy Day**  
Leader, The City of Edinburgh Council



**Professor Sir Peter Mathieson**  
Chair, Higher & Further Education Consortium and Principal, University of Edinburgh



**Councillor Norman Hampshire**  
Leader, East Lothian Council



**Claire Pattullo**  
Chair of Regional Enterprise Council and Chief Executive Officer, Edinburgh Social Enterprise



**Councillor David Ross**  
Leader, Fife Council



**Garry Clark**  
Vice-Chair of Regional Enterprise and Council Development Manager (East of Scotland), Federation of Small Businesses



**Councillor Russell Imrie**  
Councillor, Midlothian Council and Chair, Joint Committee 2022



**Councillor Euan Jardine**  
Leader, Scottish Borders Council and Chair, Joint Committee 2023



**Councillor Lawrence Fitzpatrick**  
Leader, West Lothian Council and Vice Chair, Joint Committee 2023

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## Foreword

The Edinburgh and South East Scotland City Region Deal brings together six local authorities, four universities, six colleges and the Regional Enterprise Council with representatives from the business, social enterprise and third sectors. The partnership is now in the fifth year of the delivery of the Deal programme, and we continue to make excellent progress.

Building on the successful delivery of the City Region Deal, partners have developed an ambitious Regional Prosperity Framework (RPF) that articulates the next phase of activity to develop the regional economy, building upon the successes of the Deal. The RPF sets out a blueprint for regional economic recovery post-pandemic; resilience through the cost-of-living crisis; and transition to net zero.

Our RPF Delivery Plan is both an action plan, focused on more immediate interventions that can currently be resourced; and a prospectus, setting out collective future ambition and opportunities. A “living” document, the Delivery Plan sets out an ambitious and dynamic series of four key programmes to deliver the region’s ambitions:

- Green Regeneration;
- Infrastructure for Recovery and Prosperity;
- Visitor Economy and Culture; and
- Data Driven Innovation (DDI) Economy

These programmes will enable the city region to maintain and enhance its global reputation and become the data capital of Europe, delivering sustainable and inclusive growth.

Our Delivery plan aligns with Scotland’s National Strategy for Economic Transformation (NSET), Scotland’s Regional Economic Policy Review recommendations, and UK Government’s Levelling Up priorities, as well as the 2022 Autumn Statement.

We ask the Scottish and UK Governments to continue to commit to work in tripartite partnership to deliver our Blueprint through a long term, integrated, place-based funding allocation to deliver shared outcomes.

Cllr Euan Robson

**Chair of the Edinburgh & South East of Scotland Joint Committee**



*The Regional Prosperity Framework is an exciting next step for the Edinburgh and South East Scotland City Deal. Great progress across all parts of this area has been made to ensure this region can continue to be the engine room of the Scottish economy. The focus on having an action plan to deliver prosperity for all who live in this diverse region is a really important development in the work of this partnership. We need to be bold to make lasting change to ensure we can share prosperity better and the action plan commits us to progress in promoting sustainable communities, delivering more affordable homes, testing innovative constructive methods and using investment to drive a just transition to a net zero carbon future. There is much more to do, but the commitment to work together in partnership is a vital and necessary step. Nile Istephan - Chief Executive - Eildon Housing Association*

# Executive Summary

Over the last five years the regional partnership behind the South East Scotland City Region Deal has flourished, resulting in the publication of the Regional Prosperity Framework (RPF) in September 2021.

A range of acute external pressures have strained the Regional Partnership and this living Delivery Plan is our remedy. The Plan targets three goals: reduced economic exclusion; increased regional competitiveness; and accelerated transition to net zero.

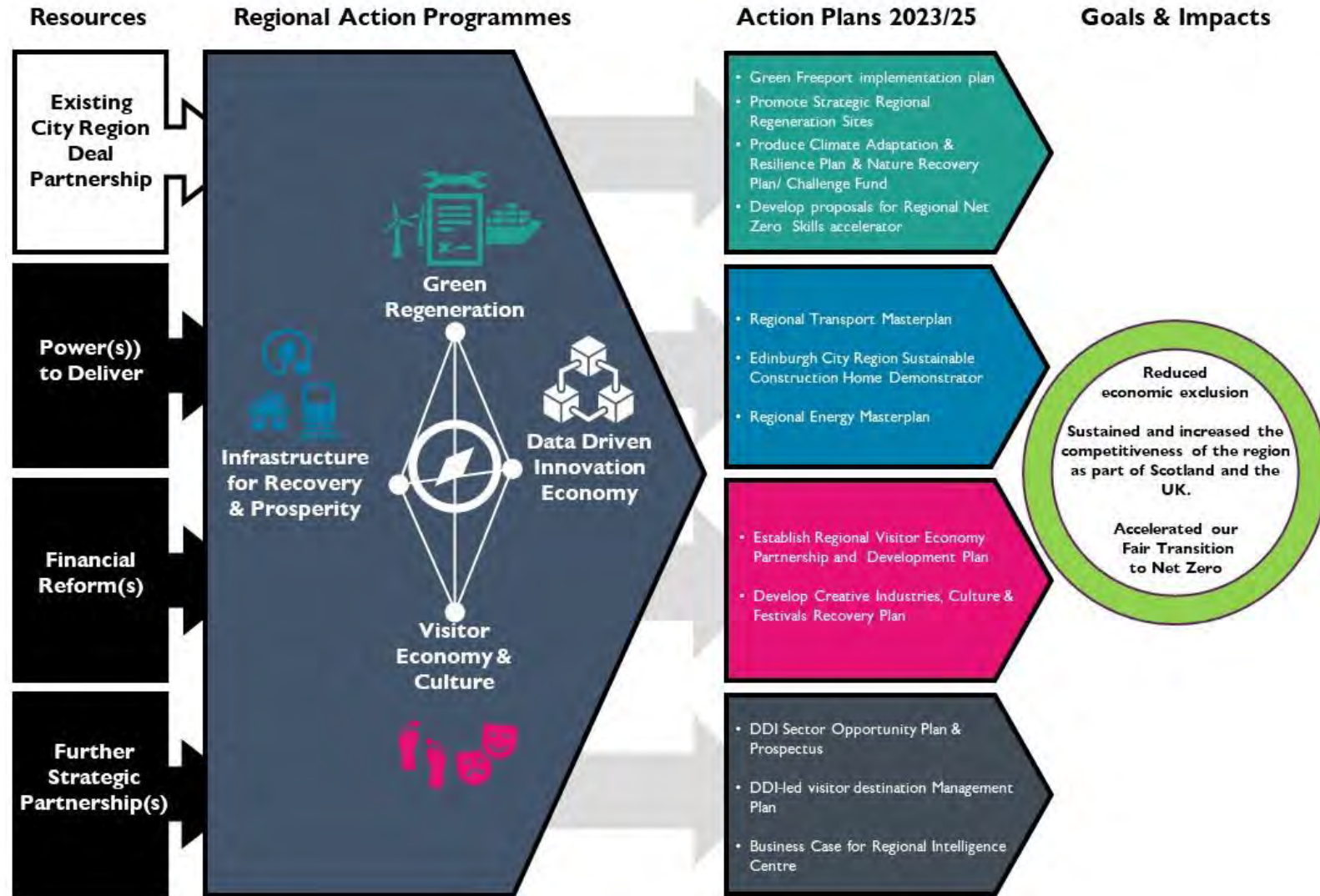
The Delivery Plan comprises four key programmes and associated regional action plans. The action plans will deliver immediate benefits whilst providing a longer-term platform for future activities that deliver our goals.

Early momentum is key to consolidating the Regional Partnership, as a more formal Regional Economic Partnership, and is core to our actions plans. The four priority initiatives in our Call to Action are:

- Infrastructure for Recovery and Prosperity by developing with the Governments a place-based capital and revenue funding model for delivery of regional ambitions;
- Develop Green Regeneration (focused on the Forth) investment prospectus;
- Secure a sustainable visitor economy and promotion of our cultural assets; and
- Promote the transition to a data driven innovation (DDI) enabled economy in the region.

These initiatives will: provide further evidence of the positive impact of our Partnership; build further confidence in our ability to collaborate; and deliver and demonstrate the positive outcomes that investment in our region will deliver.

The Regional Partners now seek to co-create the delivery and resourcing approach for this Delivery Plan with government partners and other stakeholders.







A region that is committed to new ways of working to grow an innovative and diverse Economy

CodeBase fully supports Edinburgh's ambition to become the Data Capital of Europe. That is why we are excited about plans to embed, and broaden the impact of, Data-Driven Innovation investment in the regional and national economy.

In order to become Europe's Data Capital, it is essential that Edinburgh and South East Scotland continue to provide the skills, support network, data and transport infrastructure that will facilitate the continued growth of data-led organisations - companies old and new - in the region. **Steven Drost, CSO CodeBase**

## Introduction

**Our Delivery Plan has been developed through our Regional Economic Partnership (REP) in collaboration with the governments and their agencies. The Plan sets out our opportunities for regional action and investment that better deliver regional inclusive economic growth through regional collaboration.**

### The Delivery Plan Builds Upon our shared Strategic Framework

The Regional Prosperity Framework (RPF) articulates the long-term aspirational goals for Edinburgh and South East Scotland city region. It guides the future direction of regional economic and wider policy by setting out an ambitious vision for the regional economy to 2041. All actions under the RPF are framed to support:

**People:** expand access fair work, learn and develop new skills and to live happy and healthy lives

**Places:** develop communities that are sustainable, attractive to live and work in and where enterprise thrives

**Planet:** meet our needs whilst enabling future generations to meet theirs, with a focus on climate action through emissions reduction and adaptation.

### Our Vision for the Region is Challenging but Achievable...

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

### ...by Remaining Responsive to Change

Global events, such as global pandemic recovery, the war in Ukraine, inflation and emerging financial and political uncertainties, demand an agile strategic response if our shared regional ambitions are to be achieved. As a result, the Delivery Plan focuses on the immediate **1 to 3-year horizon**, but in the context of our longer-term regional ambitions. It will be **reviewed annually**, adding or subtracting Programmes and projects to ensure continued focus on our ambitions and enable dynamic responses to any challenges as they emerge.

### Our Plan Builds Upon the Unique Attributes of the Region

The Delivery Plan describes:

- **The Region's Diverse Economy**, identifying the unique strengths and assets of our regional economy.
- **Opportunities and Challenges**, assessing our regional growth levers and the barriers we must overcome.
- **Delivering together**, describing the aims and priorities for our Plan including the pathway that we can follow if we are going to positively impact the regional economy.





# A RESILIENT REGIONAL ECONOMY



## Our Diverse Region

### Edinburgh

- Key driver of Scottish economy with diverse global business base, quality retail core, and world heritage cityscape.
- Global strengths in professional services, finance, insurance, education, science, health and data.
- Thriving retail, hospitality and leisure sector.
- Forth Bridge world heritage site frames key green growth and regeneration opportunities along the Forth.
- Continued strong demand in housing and commercial property markets.
- Regional actions underway to distribute economic opportunity, address commuting travel patterns, improve affordable housing supply and enhance strategic local infrastructure.

### West Lothian

- Broad and extensive business base is supported by a skilled workforce
- Key strengths in life sciences, engineering, construction, food & drink, aerospace, retail, software development, renewables, advanced manufacturing, health, communications, support services and logistics.
- Heartlands offers 2,000 homes and 1.5 million square feet of employment space with easy motorway access.
- Winchburgh is delivering thousands of new homes and 40 acres of employment and retail space, with easy motorway access and potential for a new rail station.

### Midlothian

- Shawfair, 4000 homes, community campus with nursery, primary, secondary education including swimming pool and vocational training facilities.
- At the forefront of world leading research and development programmes in biomedicine and agritech.
- Data Driven Innovation (DDI) Skills Gateway established at Newbattle High School Centre of Excellence.
- Destination Hillend is a strategic proposal for multi-activity leisure tourism with business opportunities at Hillend Snowsports Centre.
- St

### Scottish Borders

- Strong cultural heritage, high quality environment and communities with a good quality of life.
- Strengths in agriculture, energy, tourism, food & drink, manufacturing, forestry and construction
- Well connected to Central Scotland and the Cities of the North of England.
- Borders Rail has catalysed regional opportunities.
- Future extension of railway to Carlisle and planned 4G/5G investments will sustain economic opportunities.
- Scottish Borders Mountain Bike Innovation Centre will cement the region's international cycling reputation.
- Inspire Learning Centre - Tweedbank. Delivering a world class digital learning environment in partnership with Apple





### The Firth of Forth and Coast

- Economic renaissance of the Forth estuary is driven by green growth, net zero energy innovation and sustainable infrastructure, new fuel production and nature based solutions.
- Strengths in life sciences, engineering, construction, agriculture, food and drink, distribution, aerospace, retail, software development and renewables, advanced manufacturing health, information, communications, support services and logistics.
- Three regeneration and renewal zones along its length:
  1. South Zone: Hound Point (deep water facilities), Edinburgh Waterfront and East Lothian's Climate Evolution Zone (including the former Cockenzie Power Station), Blindwells new settlement (with potential for expansion), and Eyemouth as a hub for off-shore renewables;
  2. North Zone: former Longannet Power Station site (with rail link), Rosyth International Port, Braefoot Bay Oil and Gas Terminal (deep water facilities), Mossmorran fuel and distribution hub, the Fife Renewables Innovation Centre and ORE Demonstrator at Levenmouth; and
  3. West Zone: the Forth provides links to the Falkirk and Grangemouth Investment Zone with its green fuel production, biotechnology and skills development, and Scotland's National Environment Centre and National Aquaculture Technology and Innovation Hub.

### Fife

- Strengths include advanced manufacturing, financial and business services and food and drink.
- Outstanding coastline and strategic travel routes provide opportunities for inclusive, sustainable growth.
- Dunfermline awarded city status and offers large housing development area including shared learning campus for Fife College.
- Rosyth International Port and Arrol Gibb Campus complement local strengths in freight and logistics.
- Centre of Excellence in Low Carbon and Renewable Energy innovation being created at Guardbridge.
- Number of transformative investments are already underway (e.g. reopening of the Levenmouth Rail Link).
- Outstanding natural and cultural assets (the Forth Bridges, 48 golf courses, the Fife Coastal Path, and the Pilgrim Way)

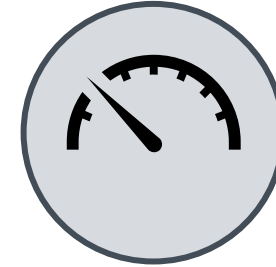
### East Lothian

- Celebrated for its attractive market towns, prime countryside and coast, and golf and leisure tourism.
- Green growth opportunities in emerging **Climate Evolution Zone**, including **Cockenzie Power Station site** and potential expansion of **Blindwells new settlement**,
- Potential investments in strategic sustainable infrastructure, including the **High Speed Rail**,
- Internationally significant scientific, biomedical and education activities, including **Edinburgh Innovation Hub and Edinburgh Innovation Park**,
- The future use of Torness Nuclear Power Station site is a significant longer term opportunity.

## Our Economy

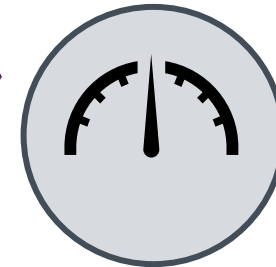
- **65%** of 1.4m residents are of working age. The Region's dependency ratio is projected to increase from **54%** in 2018 to **57%** by 2043, compared to Scotland's **60%** (number of dependents over the number of people working).
- This is the fastest growing region in Scotland and one of fastest-growing in the UK. Forecasted change in population 2018 – 2043 is **9.1%**, compared with **2.5%** for Scotland and **9%** for the UK.
- In 2022, **20.7%** of residents aged 16-64 were economically inactive, **2.2%** lower than Scotland. This ranges from **16.3%** to **26.9%** across the six Local Authorities. It is a decrease from pre-pandemic levels. Reasons for inactivity include long-term sickness. Unemployment rates by disabled status range from **15.6%** to **33.7%**.
- By 2032, there will be a need to replace **264,100** people who have left the labour market in the Region. (RSA Nov 22)
- Productivity, calculated by dividing total regional Gross Value Added by total regional employment (measured by jobs), in 2022, was forecast to be **£59,700**, higher any other region and than the Scottish average of **£54,100**.
- Over the long-term (2025-2032), productivity is expected to grow by **1.1%** on average each year, broadly similar to Scotland as a whole.
- **4.6** tonnes of CO2 emissions per head in 2020, similar to the UK and Scottish national positions.

## Our Goals



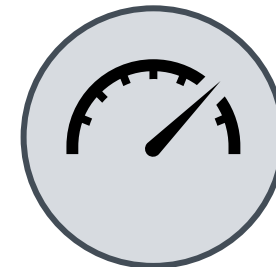
### Reduce Economic Exclusion

- Reduce levels of economically inactivity.
- Reduce unemployment levels by disabled status.
- Reduce the number of people suffering the greatest levels of deprivation.
- Minimise the impact of an increasing dependency ratio (i.e. those not in work who depend on those in work) in the region.



### Sustained and Increased Competitiveness

- Increase productivity per capita by increasing adoption of data driven innovation and business start-ups.



### Accelerate Fair Transition to Net Zero

- Reduce per capita end-user greenhouse gas emissions for the region and by sector.
- Achieve net zero by 2045, with a 90% net reduction by 2040 and a 75% net reduction by 2030.

# Opportunities & Challenges

## Opportunities

Devise circular investment opportunities where benefits from investments are retained and magnified within the region.

Link supply and demand at a regional level so that regional needs can be better met locally in a sustainable fashion.

Develop a “*pack mentality*” in the REP to seek and deliver regional opportunities which transects all sectors and builds on the success of the City Region Deal.

Building on the progress in the digitisation of the regional economy, further drive adoption of this innovation into all sectors.

Improve food and resource security at a regional level, and develop sustainable forms of tourism, culture and heritage.



Deliver interventions that are collaborative, multi-faceted and diffused to address local needs across the region.

Embed community wealth building in anchor institutions to increase focus on a wellbeing economy.

Develop new partnerships with industry and the governments and secure funding through a “one region” approach that complements local action within communities.

Mobilise a whole societal ‘one region’ approach to Net Zero, involving communities, businesses and governments.

## Goals

 **Sustained and Increased Competitiveness** 

 **Reduced Economic Exclusion** 

 **Accelerated Fair Transition to Net Zero** 

## Challenges

Place-based capital and revenue funding allocations, recognising the delivery of regional ambition, need to be designed and delivered.

Significant fiscal uncertainty exists for the governments and the public sector. Maintaining core key services is the priority for all regional partners in the short term.

The scale and complexity of our external challenges requires a response that is equal to it, and **collective action at scale is vital** to meet them with the necessary capability and capacity.

Change in national policies and approaches is needed if regional opportunities are to be realised.

Quality of life shocks are having a real and sustained impact on the quality of life across the region, reinforcing regional inequalities.

Labour shortages have been experienced in a wide range of sectors in the region. While shortages exist in Health and Social Care across all parts of the region, there is variation amongst other sectors.

Whilst unprecedented transformative change is essential the cost of delivering a **just transition**, in the short term, is beyond the means of local government **alone**.





# OUR ACTION PLAN PRIORITIES

2023 - 2025





# Green Regeneration

- **Successful Forth Green Freeport Bid & Cockenzie Power Station Site Levelling Up Bid:**
  - *Develop, define and deliver business cases for longer term projects and programmes.*
- **Establish Forth Collaboration Network to oversee successful Forth transformation, including ambition to deliver:**
  - *Leith Renewables Hub and wider Edinburgh Waterfront.*
  - *Climate Evolution Zone with net zero infrastructure and employment at former Cockenzie Power Station site (with rail link) and Blindwells New Settlement (with potential for expansion), as well as Eyemouth off-shore renewables service and operations hub, and in the longer term future opportunities at Torness Nuclear Power Station site.*
  - *Rosyth International Port, including Green & Blue Innovation Economy Opportunities, reuse of former Longannet Power Station site (with rail link), and Energy Park Fife.*
- **Define and Develop a Regional Climate Adaptation & Resilience Plan:**
  - *Build on Adaptation Scotland's Regional Climate Risk Assessment to develop a regional adaptation and mitigation strategy.*
- **Establish Nature Recovery Plan and Project Fund:**
  - *Use regional and local plans and strategies, including coastal management programmes and practices, and project planning to define and deliver cross border Other Area Based Conservation Measures and net benefits for biodiversity, linked to potential developer contribution protocols.*
- **Regional Net Zero Accelerator:**
  - *Finalise Business Case for Regional Net Zero Skills Accelerator Hub to deliver programmes that enable key sectors to accelerate transition to net zero by meeting demand for green skills.*





# Infrastructure for Recovery & Prosperity

- **Regional Transport Masterplan**
  - Collaboratively develop a brief for the South East Scotland Regional Transport Masterplan, Funding & Delivery Programme.
  - The Masterplan will complement the Strategic Transport Projects Review 2, while providing influence and regional clarity on expectations.
  - The Masterplan will build upon the Regional Transport Strategy by reviewing and identifying cross boundary infrastructure and services improvements beyond the remit of SPTR2.
- **Edinburgh City Region Sustainable Construction Home Demonstrator**
  - New business model for delivering net zero affordable homes.
  - Phase 1 in delivery and scale up programme with Regional Pipeline defined.
  - Identify funding and delivery partner and potentially suitable sites for off-site manufacturing facilities – e.g. for infrastructure and / or housing.
- **Regional Energy Masterplan**
  - Phase 1 funding secured and develop Phase 2 proposition and demonstrators.

Lanark





# Visitor Economy and Culture

## Visitor Economy

*We will work in collaboration at regional level to responsibly grow, maximise and spread the benefits generated by the regions significant visitor economy by creating a:*

- **Regional Visitor Economy Partnership:**

*Seek to establish a Regional Partnership with Visit Scotland, Scottish Enterprise and others, to facilitate stronger more efficient and effective cross regional working to the benefit of the regional visitor economy.*

- **Regional Visitor Economy Development Plan:**

*Regional Partnership to co-produce a Plan that aligns regional ambitions and actions to become a world-class year round visitor destination, delivering a forward looking ambitious response to responsible tourism.*

## Culture

*We will capitalise on the Region's reputation as a leading cultural destination maximising the opportunities of our cultural offering to benefit the wider region and support:*

- **Festivals Recovery:**

*Build on the ambitions of our festivals to strengthen the region's by establishing a Festivals Recovery Fund to enable festivals to recover and be more resilient through implementing a new business model.*

- **Creative Industries:**

- *Define regional creative industries sectoral challenges and opportunities, and co-produce a recovery and growth plan.*

# The Data-Driven Innovation (DDI) Platform: A Unique Regional Asset



- Phase One of DDI has focussed on the planning, construction, fitting out and initial launch of the six innovation hubs. This phase is now nearing completion and will offer 53,000 square metres of collaboration space.
- Once complete the network of DDI Hubs will provide a unique regional asset with which to develop and experiment with new ways to innovate, teach and research in collaboration with schools, colleges, other universities, public authorities, industry and governments.
- The National Robotarium is one of these Hubs. Opened in 2022, the centre facilitates pioneering research and aids rapid transition from lab to market, developing solutions to industry challenges and accelerating robotics, data & AI start-ups.
- To secure a permanent position as a data capital, outputs of DDI projects and activities need to lead to long-term outcomes and lasting impact. This is the focus for Phase Two.
- The innovation platform will be applied to drive novel data science capacity, entrepreneurship and skills, and enable economic growth.
- Already, a range of major partnerships have been formed with organisations including Legal and General, Baillie Gifford, UNICEF and the Scottish Government.
- The immediate focus of DDI activity is to ensure that the programme evolves to meet the needs of our region and its key industry sectors.

# Data-Driven Innovation Economy



- **DDI Prospectus and Sector Opportunity Plans:**
  - *Re-assess the data and AI marketplace, revise existing DDI plans and develop an investment prospectus to extend the role and impact of data services across the regional business base and public sector.*
- **Secure Exascale Investment:**
  - *Secure the first next-generation Exascale supercomputer in Europe, reinforcing the position of the region as a global centre for high-performance computing. Exascale computing is up to 1,000 times faster than current supercomputers, supporting complex applications in everything from medicine to climate sciences, nuclear physics and national security.*
- **DDI-led approach to visitor economy destination management:**
  - *Scope business case, which will help to position the region as a global leader in regional data-driven decision-making for strategic tourism investments and allow for the implementation of innovative digital assets to help work towards a truly responsible and sustainable visitor economy for the region.*
- **Regional Intelligence Centre Establishment:**
  - *Finalise business case to enable regional policy makers, service delivery executives and the public to access relevant useful knowledge and insights to develop regional policy and improve services.*





# OUR SHARED PROSPECTUS: DELIVERING TOGETHER

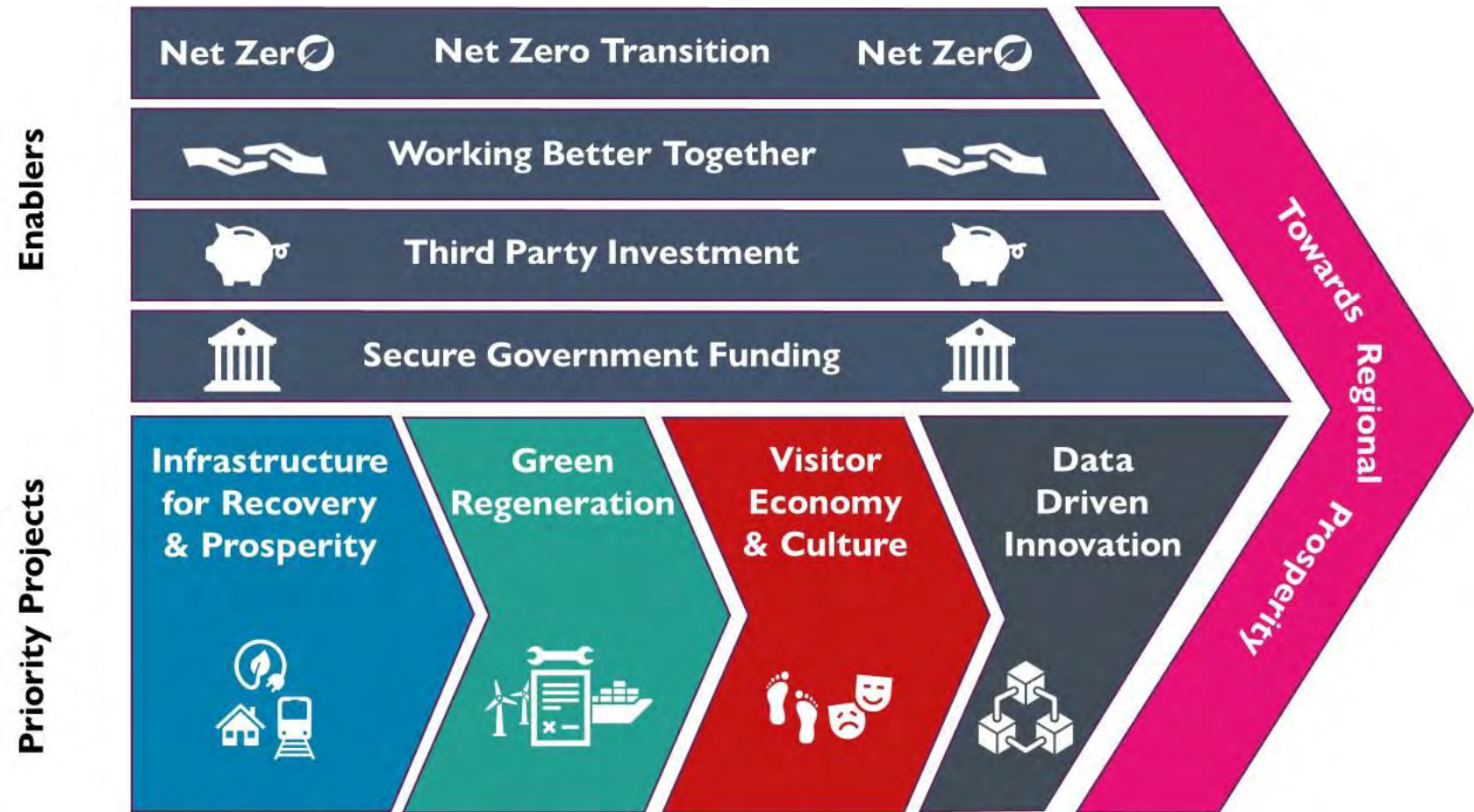


## A Call to Action

Early momentum is key to any major initiative and is embedded in the Action Plan. Our Call to Action does not require all **12** initiatives to be launched simultaneously and immediately. Instead, we will undertake the following four activities as a priority:

- Infrastructure for Recovery and Prosperity – developing, with the UK and Scottish Governments, a new funding model for regional infrastructure initiatives that incorporates capital and revenue place-based funding allocations.
- Develop an investment prospectus for the Green Regeneration (focused on the Forth).
- Secure a sustainable visitor economy and promotion of our cultural assets.
- Promote the transition to data enabled business performance in the region.

These early wins will: provide us with further evidence of the positive impact of regional working; build further confidence in our ability to collaborate and deliver; and demonstrate the positive outcomes that investment in our region will deliver.



# Our Ask of the Governments

## Transformation is a Team activity

Addressing the scale of transformation required to transition the region to a balanced economy that meets the needs of its citizens and businesses within the limits of its resources will require action at a local, regional and national level. It is for this reason that the Partners have set out an ambitious yet pragmatic vision for innovation and change. New ways of working together are required.

The region has the diversity and attributes to tackle many of its economic challenges in ways that provide for the needs of its citizens and businesses. But the nature of some of the actions required mean that **a new multi-governmental Team approach is required**. Many of the controls through which local and regional challenges can be addressed sit with others at Scottish or UK Government level. Through the right form of partnership (new collaborative approaches and funding models) the Edinburgh and South East Scotland Region has the potential to harness the opportunity of the drive to net zero, to build a more self-sustaining regional economy that can support a just transition for Scotland and the UK.

## Our Asks of Government Span Financial Support and New Forms of Partnership

To realise the aim and objectives of the Regional Prosperity Framework, and this associated Action Plan, Scottish and UK Government are asked to offer the following support:

### **Financial Support for Programmes**

- We ask for our Action Plan to be achieved through a **medium to long term, integrated, place-based funding allocation** based on shared outcomes.

### **New forms of Partnering**

- Support to **develop a new Regional delivery capability** to support the Regional Prosperity Framework
- Align national strategies & policies to **support regional aspirations**
- We ask both the Scottish and UK Governments to **commit to continue to work in tripartite (UKG/SG/ESES) partnership**.
- Recognise the region is closely aligned and uniquely positioned to progress the recommendations made in the Scottish Government's Regional Economic Policy Review.

### **Enablement**

New powers and new delivery tools to deliver the Framework, through a “live” Action Plans.

**National Strength Recognition** – there are a basket of regional economic assets that are a vital part of the national economy, but which have been buffeted by recent economic upheavals. We want to work the Governments to secure these for the long term.





# What Will Change?

## Measuring impact

As with the City Region Deal activity, it is intended that a Benefits Realisation approach be adopted for the Regional Prosperity Framework.

Given the emerging activities of the Scottish Government, and its National Strategy for Economic Transformation, and the Regional dimension to this being developed, and UK Government, through its Levelling Up Missions and Shared Prosperity Fund activity, the Regional Partners want to work with both UK and Scottish Government, and other Regional Partners, to develop a Benefit Realisation approach that enables all of these activities to be answered with the lowest possible resource demand, ensuring that resources are primarily focused on delivery and impact.

This will look at build up on the work already defined through the City Region Deal, to create a sustained suite of indicators of success and impact, supported by the stories of impact that allow economic development to be understood, allowing the stories of our citizens and businesses to be heard and amplified.



It has been a pleasure for the Regional Enterprise Council (REC) to have been part of developing the Regional Prosperity Framework (RPF), from its original vision through to this Delivery Plan. The REC advises the City Region Deal's Joint Committee on the delivery of projects across the city region and encourages further investment opportunities, and has helped shape the ambition and strategic direction of the RPF.

There has been considerable change at a national, local and regional level since the RPF was published in September 2021. The City Region Deal Partners are determined to respond positively to challenges and changes in the economy. It is critically important that the RPF Delivery Plan is a living document that is regularly reviewed and re-focussed to ensure that everyone benefits from regional prosperity and growth.

The four key programmes - Green Forth; Housing and Recovery; Culture & Visitor Economy; and Data Enabled Business - are critical to the region's economic future. They provide clarity for collaboration and future investment to ensure this region continues to be Scotland's most successful and productive regional economy. The RPF Delivery Plan is a key step in delivering sustainable, inclusive growth to enhance and protect our environment and make best use of the region's built and natural assets, ensuring that the region delivers a just transition to a net zero economy.

***Claire Pattullo and Gary Clark, Chair and Vice Chair of the Regional Enterprise Council***

It has been a privilege to have been part of the team preparing the Regional Prosperity Framework to constitute a flexible and lasting template for economic development across the whole Region and to maximise the benefits for all from the Edinburgh and South East Scotland City Deal.

A most welcome characteristic of how that team has worked together is the collaboration across geographies among the elected representatives from all political parties, council officials, communities and enterprises. As we have sought to build back differently for the future many open conversations have taken place about where we are now, where we want to be, and how we are going to get there. These conversations have been conducted, not as a dance of opposites, fueled by self-interest or point-scoring, but as heartfelt dialogues to collectively create and deliver a common vision for the future.

The team have had the confidence to be bold and ambitious in how the pressing challenges that exist for our enterprises, workplaces, marketplaces, communities and for our environment can be addressed. We have had a shared vision of a sustainable, respectful Scotland, where individuals and communities can flourish, and our diversity is celebrated. That vision recognises that our wellbeing is dependent upon the people most affected taking informed decisions about their futures.

As the Framework process now moves from design the team is wrestling with how the pace of delivery can be accelerated. As the actions and outputs are measured, we will answer the timeless question posed by immunologist Jonas Salk, who developed the polio vaccine in the 1950s: are we being good ancestors?

***Robert Carr, Regional Enterprise Council, Partner and Solicitor Advocate - Anderson Strathern***



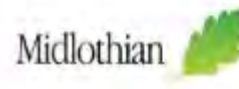


# CITY REGION DEAL

## Edinburgh & South East Scotland

### Regional Prosperity Framework: 2023/24 Delivery Plan

This is a *'living document'* and will be updated on an annual basis to reflect the delivery of activities to ensure that the Region meets its long term goals of a regional economy that is **resilient, flourishing** and **innovative**.



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## ANNEX 1: CASE STUDIES ON EXISTING REGIONAL COLLABORATION

# Case Studies

## Case Study: Borders Railway

When opened in September 2015, the Borders Railway marked the longest domestic railway to be constructed in Britain for over 100 years. The new railway quickly and substantially exceeded the predicted patronage figures and wider benefit forecasts.

The line has breathed fresh vitality and investment into the communities it serves, transforming the places and local economies by:

- Retaining and attracting residents;
- Enabling the local business base to expand; and
- Doing so in a sustainable manner.

There is a commitment in the Borderlands Growth Deal for UK and Scottish Governments to fund a Feasibility Study to deliver the remaining section to Carlisle, providing an important regional and national connection southwards to the rest of the UK.



**Source:** Borders Railway Completion The missing link - re-connecting the Borderlands – Produced by Borderland Inclusive Growth Deal

Transport Scotland evaluation of the existing line has revealed the wide-ranging nature of the impacts in just the first two years of operation (since 2015/16). Only two years of data is likely to vastly underreport the full impacts - major rail infrastructure would typically take five to ten years for the full effects. Impact summary below:

### Connectivity

- 40% of journeys were not previously made.
- In only two years, 15% of survey respondents indicating they had changed employment, and over half indicating that the line was a factor.
- 90%+ of travel is to/from Edinburgh and beyond.
- 15% of users did not have a car available.

### Modal Shift

- 60% used another mode, of which 64% previously travelled by car.
- 6% of survey respondents had reduced their car ownership.

### Housing

- Housing delivery in Midlothian doubled in years before opening.
- Over 50% of new residents stated the line had been a factor in their decision to move to the area.

### Visitor Economy

- Visitor numbers for Midlothian and Borders attractions increased by 7% in the first half of 2016.
- 70% of tourist and day visitor users said the railway had been a factor in their decision to make the trip.

### Skills/Qualifications/Training

- Applications to Borders College (Galashiels) increased by 74% in 2016/17 compared to the previous year.

**Approach:** Partnership  
**Themes:** Innovative – Flourishing & Resilient  
**Benefits:** Net Zero, jobs, connectivity, housing, skills



## Case Studies

### Case Study: Preparing for Tomorrow Today – Granton Net Zero Housing

As part of the Region’s commitment to “net-zero” 75 net-zero carbon homes and three retail units have been developed as part of the Granton D1 initiative.

This is an [Edinburgh Home Demonstrator](#) (EHD) pilot, championed by City Region partner, the City of Edinburgh Council, with support from construction and academic partners. It is part of the region’s ambitions to deliver 18,000 affordable homes by 2028.

The project was undertaken in partnership with CCG (Scotland) Ltd, to test this new business model for building affordable, net zero homes. A large proportion of the construction was carried out off-site in a factory setting, reducing the overall time it takes to build the homes.

The homes include zero emissions heating, reducing the risk of fuel poverty for tenants. In addition, this will help reduce their greenhouse gas emissions and support the region’s net-zero targets.

The pilot is also supported by a team from Napier Edinburgh University, who are analysing the energy performance of the homes to validate and inform the net-zero carbon strategy for future EHD projects. The EHD project aims to deliver 1000 affordable net-zero carbon homes across the region as part of the City Region Deal.



**Approach:** Partnership  
**Themes:** Innovative – Resilient  
**Benefits:** Net Zero, homes, jobs, model for other developments

# Case Studies

## Case Study: Integrated Regional Employability & Skills (IRES)

IRES is a £25m, 8 year change programme which started in April 2018. Excellent progress is being made towards delivering an additional 14,700 skill improvements; 5,300 people into employment; and a further 500 career enhancements through its 7 themes:

Workforce Mobility (WFM)

Data-Driven Innovation (DDI) Skills Gateway

Housing Construction and Infrastructure (HCI) Skills Gateway

Integrated Knowledge Management Systems (IKS)

Intensive family support service (IFSS)

Labour Market Analysis and Evaluation (LMAE)

Integrated Employer Engagement (IEE)



Building on the successful partnerships established through the IRES programme we will support the Regional Prosperity Framework through the establishment of additional Skills Gateways. A Net Zero Accelerator to develop skills linked to green economy jobs including Construction, Energy and Transport; whilst there is a strong ambition for a Health and Social Care Skills Gateway to support innovation and capacity.

Outputs and outcomes are tracked through a bespoke monitoring and evaluation framework and reported using a live dashboard

**Approach:** Partnership  
**Themes:** Resilient – Aligning Skills  
**Benefits:** Skills, Jobs, Poverty Reduction



# Case Studies

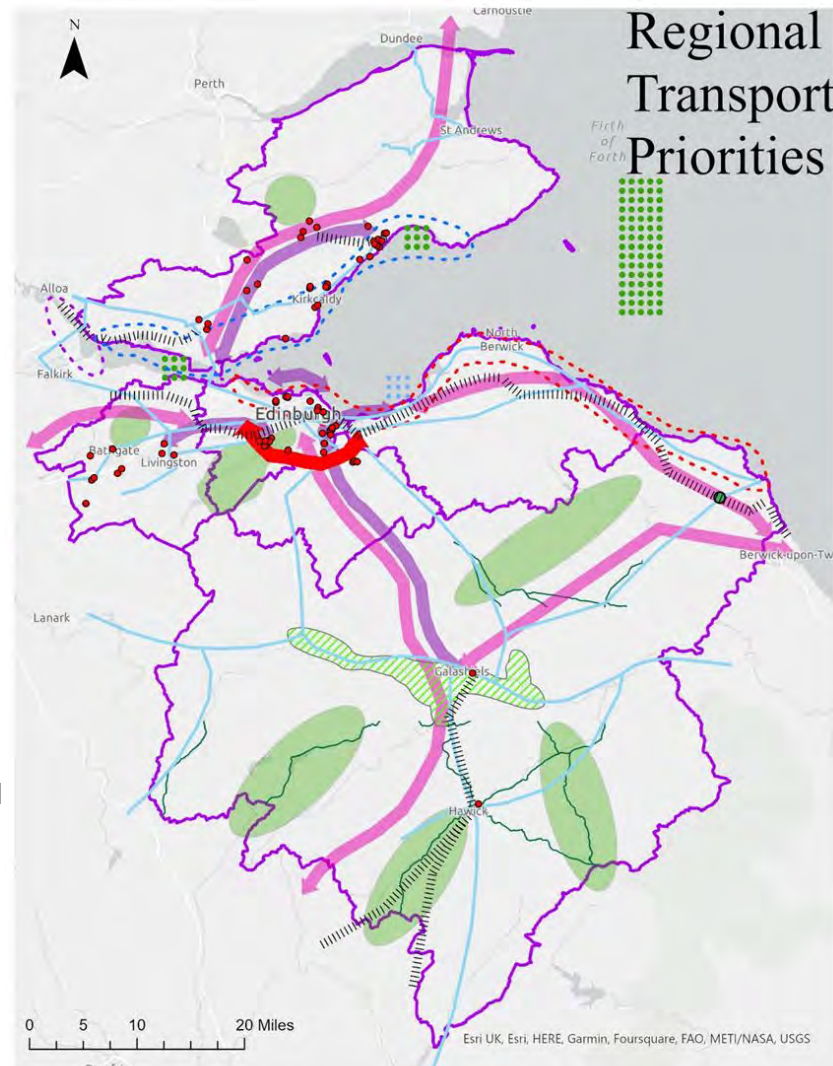
## Case Study: Regional Transport Master Plan

Transport is a key enabler to unlock the region’s potential, but in many areas, it has constrained the full realisation of opportunities and benefits for our people, place and economy. The national commitment to decarbonised transport and infrastructure provides a once in a generational opportunity to deliver a ‘Just Transition’ to tackle transport poverty and the inequalities that currently exist across the region. Coupled with the publication of the Regional Transport Strategy, Strategic Transport Projects Review 2 and the National Planning Framework 4, it all supports an ‘infrastructure first’ approach to deliver a sustainably connected region.

Our previous approach to public transport no longer responds to our region’s needs and barriers. Instead, having a transport system which is collaborative, coordinated, collects/analyses/responds to the emerging data, is inclusive and responsive, attracts a diverse workforce, while minimising its impact on the environment is critical to the region’s success.

A regional Master Plan will respond to the needs of the region by identifying the cross-boundary opportunities that will fill the gaps of SPTR2, identify economies of scale, build on existing partnerships to support the region’s ambition and respond to current and future challenges.

**Approach:** Partnership  
**Themes:** Innovative, Flourishing & Resilient  
**Benefits:** Net Zero, jobs, connectivity, enabling the RPF 4 Priority Projects



## Regional Transport Priorities

As an example of this is Mass Rapid Transit (MRT). It must be designed with regional coordination, smarter (utilising data) and be responsive to accommodate high volumes of movement to key local and regional destinations, while acknowledge the variances in daily demand for a flexible working population. Regional MRT will include:

- Tram;
- Light / heavy rail (existing and new);
- Bus; and
- Active travel to deliver integration into wider local transport networks (whole journey approach – first mile/last mile).

Key to its success will be the equitable delivery of scaled journey hubs, targeted local/regional infrastructure improvements, a single Mobility as a Service information and ticketing system, open API’s across all transport modes to optimise the network and experience for the end user

This will also support the expectations and demands of the visitors to our region, whether they are local, national or international. Assisting the role of the visitor arrival hubs like Edinburgh Airport, as a crucial access point for national and international visitors, before they seek coordinated sustainable transport options to visit the wider region and Scotland.

### Master Plan Priorities:

- Partnership;
- Mobility as a Service;
- Data sharing and digital infrastructure aligned to transport network;
- Public transport infrastructure and services investment and funding models;
- Improve arterial routes into rural communities;
- Active Travel;
- Efficient movement of freight;
- Behavioral Change; and
- Decarbonising Transport.



# Case Studies

## Case Study: people, Place and Prosperity



### Edinburgh Innovation Hub & Park

- Joint venture between East Lothian Council and Queen Margaret University to deliver the Edinburgh Innovation Hub
- Is funded by UK Government, the Scottish Government, and the Council
- The Hub will drive company growth, support and develop existing businesses and create sustainable new businesses to access a global market for healthy and functional food
- Will be a catalyst for subsequent delivery of wider Edinburgh Innovation Park (EIP)
- The EIP will create a nationally significant centre of knowledge exchange, innovation and high value businesses

### East Lothian's Climate Evolution Zone

As part of the wider greening of the Forth, strategic net zero and just transition opportunities in this Zone include:

- the redevelopment of the Cockenzie Power Station site for net zero infrastructure and strategic employment
- Blindwells new settlement, with potential for expansion into a significant new town
- Sustainable infrastructure, including strategic transport improvements, potential for high speed rail, and green and blue network and nature based solutions

These major green growth projects can also be a catalyst for significant regeneration, and require partnership to enable and accelerate benefits.

### Future of Torness Power Station Site

The future reuse of Torness Power Station site, with its grid connection, coastal location and deep water access, is a significant long term opportunity linked to the wider greening of the Forth. Strategic collaboration and partnership on the future use of this site and wider area could deliver long term benefits.

**Approach:** Partnership  
**Themes:** Flourishing – Innovative – Resilient  
**Benefits:** Green growth and jobs, and biomedical, net zero and just transition innovation, housing delivery, including affordable homes, strategic and sustainable infrastructure, regeneration and place-making,





**REPORT TO:** East Lothian Council

**MEETING DATE:** 28 February 2023

**BY:** Executive Director for Place

**SUBJECT:** UK Shared Prosperity Fund (UKSPF) Investment Plan 2022 - 2025

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## **1 PURPOSE**

- 1.1 To provide an overview of the UK Shared Prosperity Fund (UKSPF) allocation process; provide a summary update of the status of supported projects in Year 1 (Core and Multiply); provide an update on the development of projects for the proposed regional contribution in years 2 and 3; and secure agreement of proposed projects and budget allocations in years 2 and 3 (Core and Multiply).

## **2 RECOMMENDATIONS**

- 2.1 It is recommended that Council:
- a) Agree the approach that officers intend to take to iteratively develop our detailed UKSPF Investment Plan (Years 1-3), noting specifically that the initial submission (now approved by UK Government) was approved through Summer Recess arrangements for Year 1 only;
  - b) Agree provisional sums of £100K from our Year 2 allocation and £1,180K from our Year 3 allocation to pool regionally to progress priority regional activities that can be delivered in the short-term;
  - c) Note the summary of the UKSPF prospectus and the engagement process with the additional assurance provided from UK Government to work with the Council and its partners at local and regional levels in a practical and supportive way to ensure that Investment Plan outcomes are optimised for East Lothian citizens.

## **3 BACKGROUND**

- 3.1 The UKSPF is a central pillar of the UK Government's Levelling Up agenda and a significant component of its support for places across the UK. It provides £2.6 billion of new funding for local investment by March 2025, with all areas of the UK receiving an allocation from the Fund via a funding formula rather than a competition.

- 3.2 UKSPF is the UK Government’s domestic replacement for the European Structural and Investment Programme (ESIF) which the UK continues to participate in until 2023. The ESIF programme was essential for local regeneration, employment and skills. East Lothian Council utilised ESIF for a Strategic Employability Pipeline Programme and ERDF for core business support activities.
- 3.3 The overarching objective of UKSPF is *Building Pride in Place and Increasing Life Chances*. There are three UKSPF investment priorities:
- Communities and Place
  - Supporting Local Business
  - People and Skills
- 3.4 Multiply will be delivered as part of the single UKSPF investment plan with ring-fenced funding allocated. Its key objective is to increase the levels of functional numeracy in the adult population through free tutoring, digital training and flexible courses. Provision funded through Multiply should provide additionality and not duplicate or replace existing provision.
- 3.5 All places across the UK will receive a conditional allocation from the UKSPF for each of Years 1-3 (Year 1 - 2022/23; Year 2 - 2023/24; Year 3 - 2024/25). To access the funding allocation, each place has been asked to set out measurable outcomes that reflect local needs and opportunities, which will inform the interventions that will be delivered.
- 3.6 East Lothian’s core UKSPF allocation over 3 years is £3,365,916, with an additional ring-fenced sum of £702,594 for Multiply, giving a total of £4,068,510. Funding will be available until the end of March 2025.
- 3.7 UKSPF core funding is a mix of revenue and capital funding which can be used to support a wide range of interventions to build pride in place and improve life chances. Below is a table which sets out the funding split between revenue and capital (excluding Multiply) and the level of available funding per annum.

	<b>Year 1 2022-23</b>	<b>Year 2 2023-24</b>	<b>Year 3 2024-25</b>	<b>Total</b>
<b>Core Grant Allocation</b>	£408,485	£816,970	£2,140,461	£3,365,916
<b>Capital Allocation (Minimum)</b>	£42,482 (10.4%)	£102,121 (12.5%)	£383,143 (17.9%)	£527,746
<b>Revenue Allocation (Maximum)</b>	£366,003 (89.6%)	£714,849 (87.5%)	£1,757,318 (82.1%)	£2,838,170

- 3.8 The profile of core funding being allocated means that the majority of Investment Plan interventions will be designed to be implemented during 2024-25. This will allow officers and partners the time necessary to engage and collaborate to design meaningful interventions that deliver intended outcomes and for Council to approve the Investment Plan as it is incrementally developed.

- 3.9 Whilst UK Government are unable to provide specific assurance that year 3 funding levels will be maintained beyond 2025 they have articulated that is the intention around the principle of levelling up across the United Kingdom to 2030..
- 3.10 The initial UKSPF Investment Plan and supporting documents were submitted to the UK Government - DLUHC prior to the August 2022 deadline using summer recess arrangements as per the recommendations contained within the approved UK Shared Prosperity Fund (UKSPF) report to Council on 28 June 2022. Clarification information was provided to the DLUHC upon request and the Investment Plan and supporting documents were accepted by the UK Government on 21<sup>st</sup> December 2022.
- 3.11 In line with the approved UK Shared Prosperity Fund (UKSPF) report to Council on 28 June 2022, the core & Multiply allocations for Year 1 were determined alongside provisional allocations for Years 2 & 3 to pool regionally to progress priority regional activities. At the request of DLUHC, notional allocations and outputs / outcomes were also identified for Years 2 & 3 for the core & Multiply interventions; however, these are to be fully reviewed, developed, amended and re-profiled, as appropriate, to meet the project direction / priorities identified within this report and for approval by Council.
- 3.12 The UK Government anticipated that the initial Investment Plans would be incrementally developed and amended, and identified a process to allow the future identification and approval of delivery initiatives, funding allocations and outputs/outcomes relevant to the local area for all years.
- 3.13 East Lothian Council will be the lead accountable body but it will require partnership involvement to ensure local expertise is engaged to identify and address need and opportunity. The Council is tasked with working with a diverse range of local and regional stakeholders, civil society organisations, and employer bodies responsible for identifying local skills plans, and businesses or business representative groups to achieve the Fund outcomes in their areas.
- 3.14 For the avoidance of doubt UK Government have been very clear that the replacement of LEADER Funding is not part of the UK Shared Prosperity Fund.

#### **Investment Plan 2022-25**

- 3.15 The Council has engaged with a variety of stakeholders and identified deliverable projects / initiatives and associated funding requirements.

The following Investment Priority funding allocations have been identified:

Investment Priority	Year 1 (2022-23)	Year 2 (2023-24)	Year 3 (2024-25)	Total
<b>Communities &amp; Place</b>	£133,661*	£207,146	£249,843	<b>£590,650</b>
<b>Supporting Local Business</b>	£90,000*	£207,146	£305,000	<b>£602,146</b>
<b>People &amp; Skills</b>	£168,485*	£270,000	£320,000	<b>£758,485</b>
<b>Regional</b>	£0*	£100,000**	£1,180,000**	<b>£1,280,000</b>
<b>Administration (Max 4%)</b>	£16,339*	£32,678	£85,618	<b>£134,635</b>
<b>Total (Core UK SPF)</b>	<b>£408,485</b>	<b>£816,970</b>	<b>£2,140,461</b>	<b>£3,365,916</b>
<b>Multiply</b>	£212,412	£245,091	£245,091	<b>£702,594</b>
<b>Total (with Multiply)</b>	<b>£620,897</b>	<b>£1,062,061</b>	<b>£2,385,552</b>	<b>£4,068,510</b>

\* Year 1 UKSPF core funding Investment Priority allocations have been agreed and delivery is currently underway.

\*\* Provisional Regional allocations have been identified with, and are intended to be proportional to the commitment made by, other ESES partners.

- 3.16 The following **Communities & Place** projects have been identified with key stakeholders for delivery during April 2022 and March 2025:

#### Regeneration Project Development Fund

To assist in the initial stages of potential local regeneration projects (Consultation, Feasibility, Design Development etc.) with the aim of creating robust project proposals capable of attracting relevant funding from a variety of sources.

#### Regeneration Project Fund

To support the delivery of physical improvements within key locations, especially where multiple benefits in terms of education, training, wellbeing, and community involvement can be demonstrated.

#### Local Capacity Building / Community Wealth Fund

To be developed as an open fund, administered by a community based partner organisation, to support initiatives within local communities which look to focus on extending social and economic benefits to all, building key skills to end inequality, and delivering a just transition towards net zero and, where possible, generate sustainable growth.

- 3.17 The following **Supporting Local Business** projects have been identified with key stakeholders for delivery during all or part of the period April 2022 to March 2025:

### Expert Help Consultancy

Appointment of consultants / consultancies to deliver targeted expert help to business based on local need, for example, via consultancy support for the transition to net zero and an associated small scale implementation grant.

### Key Sector Support

To enable the development and growth of industry groups and projects and explore collaborative activities and actions across key sectors within the local economy. The focus will be on developing new or expanding existing projects (e.g. the East Lothian Gift Card / SOLE app) and assisting groups to become more sustainable and deliver their own collaborative products and campaigns to benefit the local economy.

### Data Driven Innovation (DDI) – Smart Destination

Develop and expand our ability to collect and utilise data in support of the local economy and become a 'smart destination'. For example by building on the existing and proven pilot sensor technology and live data work undertaken with the University of Edinburgh at the coastal car parks to explore the potential to grow the current app and its uses and for further DDI projects with similar visitor management needs. This project will further our Visitor Management Strategy.

### Visitor Management Capital Projects

To deliver prioritised capital projects linked to the adopted East Lothian Visitor Management Strategy including improvement of key visitor facilities. The allocation will provide minority match funding required for future RTIF application and project delivery.

- 3.18 The following **People & Skills** projects have been identified with key stakeholders for delivery during all or part of the period April 2022 to March 2025:

#### Staffing

To cover staff that were previously funded through other streams, namely ESF (which finished Dec 22) and Young Persons Guarantee (no longer funded separately by Scottish Government from April 2023). All staff are working on programmes that fit with People & Skills interventions and funding through UKSPF will allow us to continue key priority areas of work with young people and adults to support progression along the strategic skills pipeline and into work.

#### Small Grants Programme

To be awarded to organisations that can support / deliver local employability.

#### Employer Recruitment Incentives

In conjunction with the Small Grants programme above, we will offer ERIs to employers to recruit East Lothian residents.

- 3.19 The following **Multiply** projects have been identified with key stakeholders for delivery during all or part of the period April 2022 to March 2025:

### Project Officers

ELC are recruiting staff to expand adult numeracy provision and create new projects in line with the Multiply priorities. This includes engaging with local communities and with local businesses to identify need and upskilling requirements in line with labour market intelligence

### Parental Engagement Project

Run in conjunction with schools across the local authority area, this will provide support for parents to improve their confidence and skills to support their children's learning and for parents to progress onto other numeracy learning including accredited qualifications.

### Small Grants Programme

To be awarded to organisations that can deliver Multiply interventions to specific target groups or deliver accredited qualifications (not currently delivered by East Lothian's Council's Adult Literacy & Numeracy service).

### Numeracy Delivery

These projects will be wide ranging from early engagement in communities, budgeting, sector specific skills as well as SQA qualifications.

### Staff Planning / Development

To cover programme development time for ELC staff in planning new projects for delivery.

### Training / Upskilling Tutors

There is a national shortage of adult numeracy tutors so there will be a requirement to recruit, train and upskill to meet the expected increase in demand generated by the engagement work carried out in communities and with businesses.

- 3.20 Working with other places is strongly encouraged by the UK Government in the delivery of UKSPF interventions where it meets the needs of the community, and achieves value for money or better outcomes for local people or businesses.
- 3.21 Edinburgh and South East regional partners have collaborated successfully on the Edinburgh and South East Scotland City Region Deal as a mechanism for delivering transformational change and accelerating economic and inclusive growth in the City Region. Regional partners, working with UK and Scottish Governments, have developed a Regional Prosperity Framework which identifies key priorities where investment would make the best contribution to drive the region forward in a sustainable and inclusive manner.
- 3.22 East Lothian Council, in keeping with ESES regional partners, has provisionally identified £100k from our Year 2 core UKSPF allocation and £1,180k from our Year 3 core UKSPF allocation, to pool regionally to progress priority regional activities that can be delivered in the short-term to benefit our local communities.
- 3.23 Further development work is required to flesh out the deliverable projects therefore the regional allocations for Years 2 & 3 UKSPF core funding will remain provisional at this stage.

Should the regional projects not be deliverable then a review of the funding allocations will be carried out to assess the most appropriate redistribution of the funding to other UKSPF Investment Priorities to ensure the total UKSPF core funding is fully allocated.

- 3.24 A maximum allocation of 4% of UKSPF core funding can be utilised to support the central delivery of the fund by the Council. This allocation can support staff resource, capital expenditure, consultancy appointments, auditing etc. appropriate to the administration of the fund.
- 3.25 All projects will require to demonstrate impact, value for money, and deliverability within the timescales of UK SPF funding.
- 3.26 The initial project area proposals will be rationalised and/or augmented during continued consultation with key stakeholders. Unless otherwise stated, all projects listed below are located across East Lothian and are accessible to all communities, residents, businesses, social enterprises, community based organisations etc. as appropriate.

### Year 1 Update

- 3.27 In terms of UK SPF allocations for Year 1 (2022/23), the total fund of £620,897 has now been allocated as follows:

Communities & Place	£133,661
Supporting Local Business	£90,000
People & Skills	£168,485
Multiply	£212,412
Administration (Max 4%)	£16,339
<b>Total</b>	<b>£620,897</b>

- 3.28 Two deliverable initiatives which will benefit our local communities have been identified in Year 1 for the **Communities & Place** Investment Priority:
  - Regeneration Project Development Fund (£52,050)  
Projects supported include the Engine Shed; Prestongrange Renewable Energy Study; Prestonpans Town Centre Shopfront Costed Condition Study; Tranent Town Centre Feasibility Study Update; and an open Community Project Development Grant fund.
  - Regeneration Project Fund (£81,611)  
Projects supported include Wallyford Learning Campus – STEAM Canopy; The Ridge SCIO Development Project – 86-88 High Street, Dunbar.
- 3.29 The **Supporting Local Business** Investment Priority for Year 1 will be allocated in three key areas:
  - Expert Help Consultancy (Transition to Net Zero Carbon) (£40,000)  
An invited tender process has been concluded and consultant appointment made. The programme for delivery with pilot businesses is being developed.
  - Key Sector Support (£50,000)  
The negotiations to provide support for both SOLE and the East Lothian Gift Card are progressing.

3.30 The **People and Skills** Investment Priority allocation for Year 1 will be combined with a portion of the Multiply allocation into a single deliverable initiative:

- Local Employability Grant Programme (£168,485)

The application process is now closed. Four bids have been successful and will be awarded funding in February/March 2023 to commence delivery from April 2023 to March 2024.

3.31 The **Multiply** allocation for Year 1 will be split into 3 main areas:

- Project Officers (£35,412)

Recruitment has been challenging and the Development Officer posts have not yet been filled. A revised Project Officer post has been developed and attracted over 20 applications. Appointments are imminent.

- Parental Engagement Project (£25,000)

Due to the challenges associated with recruitment this project has not yet been developed sufficiently. The allocation for Year 1 for Project Officers and the Parental Engagement Project will be carried over into Year 2 subject to the submission and acceptance of a “Credible Plan” to UK Government.

- Local Employability Grant Programme (£152,000)

An allocation has been identified to support this programme.

3.32 The Year 1 allocations require to be “spent and accounted for in line with local authority financial accounting standards” by 31 March 2023.

3.33 Due to the short development / delivery timescales in Year 1, the UK Government has agreed carrying over spend from year one into Year 2 if it will not be possible to spend it all in 2022/2023, provided there is a “credible plan” submitted setting out how funds will be utilised in the next year and meet appropriate milestones.

3.34 Further details on Year 1 Projects can be found in Appendix 2 – UKSPF Allocation Update (February 2023)

## **4 POLICY IMPLICATIONS**

4.1 UKSPF will replace European funding that is being phased out in 2023 and has seen tapered reduction in recent years. The Council’s relevant policy position has not altered directly as a result of this and it envisaged from the policy work that is ongoing, both locally and regionally, that the Shared Prosperity Fund Prospectus aligns with the work that is ongoing to re-fresh the Council Plan, renew the Economic Development Strategy; and, on a regional basis, the Regional Prosperity Framework (RPF) Delivery Plan. Development work is currently “live” on all of these aspects.

## **5 INTEGRATED IMPACT ASSESSMENT**

5.1 The subject of this report, at this stage, does affect the wellbeing of the community and have a significant impact on equality, the environment or economy. An Integrated Impact Assessment (IIA) will be undertaken in due



course once the fully developed Investment Plan is considered and approved.

## 6 RESOURCE IMPLICATIONS

- 6.1 Financial – The financial implications of the Fund from East Lothian Council’s perspective as the grant receiving body are set out within Sections 3.6 to 3.8 of the report. Additionally Sections 3.15 to 3.26 of the report detail the breakdown of funding for each Investment Priority (Including Multiply) and sets out provisionally the component of the Fund that could be delivered regionally on the presumption that interventions can be developed that are realistic, deliverable, provide maximum value for money and which would deliver for all stakeholders.

Substantial staff and partner time and effort has been invested in developing and co-ordinating this plan alongside year 1 delivery arrangements. Subject to the parameters as set out in 3.24, and to the level as detailed in the table in 3.15, the costs of administering the fund will be accounted for from the award.

- 6.2 Personnel – The UKSPF Investment Plan has been developed by Council Officers from a variety of teams, with further input from key stakeholders from communities and business.

Continued monitoring and reporting of the various delivery initiatives related to the Investment Priorities and stated outputs and outcomes will be required in line with the UK Government DLUHC guidance for the duration of the Fund.

- 6.3 Other – Not applicable

## 7 BACKGROUND PAPERS

- 7.1 UK Government Shared Prosperity Fund Prospectus can be found ([here](#))
- 7.2 Report to Council 16 November 2021 – Regional Prosperity Framework ([here](#))
- 7.3 Report to Council 28 June 2022 - UK Shared Prosperity Fund (UKSPF) ([here](#))

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<b>DATE</b>	13 <sup>th</sup> February 2023



## Appendix 1 Intervention List for Scotland

Full menu of interventions for each of the UKSPF Investment Priority areas:

<b>Communities and Places</b>	
<b>S1</b>	Place based investments for regeneration and town centre improvements, which could include better accessibility for disabled people, including capital spend and running costs.
<b>S2</b>	Support and improvement of community assets and infrastructure projects, including those that increase communities' resilience to natural hazards, and support for decarbonisation of facilities, energy efficiency audits, and installation of energy efficiency and renewable measures in community buildings (including capital spend and running costs).
<b>S3</b>	Improvements to the natural environment and green and open space which could include community gardens, watercourses and embankments, along with incorporating natural features into wider public spaces.
<b>S4</b>	Design and management of the built and landscaped environment.
<b>S5</b>	Support for sport, arts, cultural, heritage and creative activities, projects and facilities and institutions.
<b>S6</b>	Funding for active travel enhancements and other small scale strategic transport projects.
<b>S7</b>	Funding for the development and promotion of wider campaigns which encourage people to visit and explore the local area.
<b>S8</b>	Funding for impactful volunteering and/or social action projects to develop social and human capital in local places.
<b>S9</b>	Investment in capacity building, resilience (including climate change resilience) and infrastructure support for local civil society and community groups.
<b>S10</b>	Community measures to reduce the cost of living, including through measures to improve energy efficiency, and combat fuel poverty and climate change
<b>S11</b>	Funding to support relevant feasibility studies.
<b>S12</b>	Investment and support for digital infrastructure for local community facilities
<b>S13</b>	Support for linking communities together and with employment opportunities with a focus on decarbonisation.
<b>Supporting Local Business</b>	
<b>S14</b>	Funding for the development and promotion (both trade and consumer) of the visitor economy, such as local attractions, trails, tours and tourism products more generally.
<b>S15</b>	SME development grants and support, aligned with local and regional sectoral priorities and growth potential. This could include, providing tailored expert advice, matched grants and leadership training to enable manufacturing SMEs to adopt industrial digital technology solutions including artificial intelligence; robotics and autonomous systems; additive manufacturing; industrial internet of things; virtual reality; data analytics. The support is proven to leverage high levels of private investment into technologies that drive growth, productivity, efficiency and resilience in manufacturing.
<b>S16</b>	Research and development grants supporting the development of innovative products and services, with a particular focus on low carbon goods and environmental services, and climate resilience. This could include Investment to support the diffusion of innovation knowledge and activities. Support the commercialisation of ideas, encouraging collaboration and accelerating the path to market so that more ideas translate into industrial and commercial practices.
<b>S17</b>	Funding for the development and support of appropriate innovation infrastructure at the local level.
<b>S18</b>	Investing in enterprise infrastructure and employment/innovation site development projects.
<b>S19</b>	Strengthening local entrepreneurial ecosystems and supporting businesses at all stages of their development to start, sustain, grow and innovate, including through local networks.
<b>S20</b>	Support for expert business advice and support programmes at the local and regional level, including support for decarbonisation, climate adaptation and circular economy advice. This could include funding for new and improvements to existing training hubs, business support offers, 'incubators', 'accelerators' and other forms of developmental environments for local enterprise (including social enterprise) which can support entrepreneurs and start-ups/high growth potential firms through the early stages of development and growth by offering a combination of services including: e.g. account management, advice, resources, training, mentorship, coaching and access to workspace.

<b>S21</b>	Grants to help places bid for and host international business events and conferences that support wider local growth sectors.
<b>S22</b>	Support for growing the local social economy, including community businesses, cooperatives and social enterprises.
<b>S23</b>	Funding to develop angel investor networks nationwide.
<b>S24</b>	Export Grants to support businesses to grow their overseas trading, supporting local employment and investment, having regard to Scotland's export plan ('Scotland: a trading nation').
<b>S25</b>	Developing existing or emerging local strengths in low carbon and climate adaptation technologies.
<b>S26</b>	Business support measures to drive employment growth, particularly in areas of higher unemployment.
<b>S27</b>	Funding to support relevant feasibility studies.
<b>S28</b>	Support for business resilience and Covid-19 recovery.
<b>S29</b>	Support for new and existing businesses and start-ups aligned with local, regional and Scottish policy.
<b>S30</b>	Investment in resilience infrastructure and nature based solutions that protect local businesses and community areas from natural hazards including flooding and coastal erosion.
<b>People and Skills</b>	
<b>S31</b>	Employment support for economically inactive people: Intensive and wrap-around one-to-one support to move people closer towards mainstream provision and employment, supplemented by additional and/or specialist life and basic skills (digital, English, maths* and ESOL) support where there are local provision gaps.
<b>S32</b>	Courses including basic skills (digital, English, maths (via Multiply) and ESOL), and life skills and career skills** provision for people who are not economically inactive and who are unable to access other training or wrap around support detailed above. This could be supplemented by financial support for learners to enrol onto courses and complete qualifications.
<b>S33</b>	Activities such as enrichment and volunteering to improve opportunities and promote wellbeing.
<b>S34</b>	Intervention to increase levels of digital inclusion, with a focus on essential digital skills, communicating the benefits of getting (safely) online, and in-community support to provide users with the confidence and trust to stay online.
<b>S35</b>	Support for employability programmes and advice places should have regards for the No One Left Behind agenda, the Young Person's Guarantee, Fair Start Scotland and Scottish employability pipeline. This could include tailored support to help people in employment, who are not supported by mainstream provision to address barriers to accessing education and training courses. This includes supporting the retention of groups who are likely to leave the labour market early.
<b>S36</b>	Support for local areas to fund local skills needs. This includes technical and vocational qualifications and courses up to level 2 and training for vocational licences relevant to local area needs and high-value qualifications where there is a need for additional skills capacity that is not being met through other provision.
<b>S37</b>	Green skills courses to ensure we have the skilled workforce to support the Just Transition to a net zero economy and climate resilience, with a particular focus on vulnerable or low-income groups who will be disproportionately affected by climate change. Retraining support for those in high carbon sectors, providing career guidance and supporting people to seek employment in other sectors.
<b>S38</b>	Funding to support local digital skills.
<b>S39</b>	Support for education and skills targeting vulnerable young people leaving school, places should have regard for the Young Person's Guarantee, modern apprenticeships and related policy.
<b>S40</b>	Support for community learning and development
<b>S41</b>	Funding to support new partnership and project-based entrepreneurial learning between business and education to develop a culture that celebrates entrepreneurship.
<b>Multiply</b>	
<b>S42</b>	Courses designed to increase confidence with numbers for those needing the first steps towards formal qualifications.

<b>S43</b>	Courses for parents wanting to increase their numeracy skills in order to help their children and help with their own progression.
<b>S44</b>	Courses aimed at prisoners, those recently released from prison or on temporary licence.
<b>S45</b>	Courses aimed at people who can't apply for certain jobs because of lack of numeracy skills and/or to encourage people to upskill in order to access a certain job/career.
<b>S46</b>	Additional relevant maths modules embedded into other vocational courses
<b>S47</b>	Innovative programmes delivered together with employers – including courses designed to cover specific numeracy skills required in the workplace.
<b>S48</b>	New intensive and flexible courses targeted at people without Level 5 maths in Scotland, leading to an equivalent qualification (for more information on equivalent qualifications, please see <a href="http://www.sqa.org.uk">Qualifications can cross boundaries (sqa.org.uk)</a> ).
<b>S49</b>	Courses designed to help people use numeracy to manage their money.
<b>S50</b>	Courses aimed at those 19 or over that are leaving, or have just left, the care system
<b>S51</b>	Activities, courses or provision developed in partnership with community organisations and other partners aimed at engaging the hardest to reach learners – for example, those not in the labour market or other groups identified locally as in need

## Appendix 2 UKSPF Allocation Update (February 2023)

### INTRODUCTION

East Lothian Council submitted the Investment Plan and expenditure profiles for the UK Shared Prosperity Fund to the UK Government - Department for Levelling Up, Housing & Communities in August 2022.

Clarification information was provided upon request and the Investment Plan and supporting documents were accepted by the UK Government on 21<sup>st</sup> December 2022 with the funding draw down for Year 1 to be processed early in 2023.

For information the East Lothian allocation from UK SPF is as follows:

3.1	Core UK SPF	Multiply	Total
Year 1 (2022/23)	£408,485	£212,412	£620,897
Year 2 (2023/24)	£816,970	£245,091	£1,062,061
Year 3 (2024/25)	2,140,461	£245,091	£2,385,552
<b>Total</b>	<b>£3,365,916</b>	<b>£702,594</b>	<b>£4,068,510</b>

The ELC submission identified target investment interventions and funding allocations based on the themes of Communities & Place, Supporting Local Business, People & Skills, and Multiply. Due to the short timescale for development in advance of the submission deadline, and ELC full council being in recess during that period, formal allocations were only identified for deliverable projects / expenditure for Year 1 (2022/23).

Budget allocations for each theme for years 2 & 3 were included in the submission at the request of UK Government, however the allocations, other than those for Multiply, are notional and require to be re-assessed following engagement with key stakeholders and community partners to identify appropriate and deliverable projects.

Engagement, project identification and initial development with key stakeholders and community partners is ongoing with the aim to seek approval for UK SPF years 2 & 3 projects / allocations at the February 2023 full Council meeting.

There is ongoing dialogue regarding potential “Regional” project delivery in years 2 & 3 and the level of contribution from East Lothian UK SPF allocations that would be required to support such projects and the benefits that East Lothian would see from their delivery.

It should be noted that amendments to the original submitted/accepted Investment Plan and expenditure profiles are anticipated by the UK Government and a process has been outlined to assist local authorities seek approval for such amendments as projects are fully identified and developed for delivery.

In terms of UK SPF allocations for year 1 (2022/23), these were identified and incorporated as part of the submission under delegated recess arrangements. The total fund of £620,897 has been allocated as follows:

Communities & Place	£133,661
Supporting Local Business	£90,000
People & Skills	£168,485
Multiply	£212,412
Administration (Max 4%)	£16,339
<b>Total</b>	<b>£620,897</b>

The Year 1 allocations require to be “Spent and accounted for in line with local authority financial accounting standards” by 31<sup>st</sup> March 2023.

Due to the short development/delivery timescales in year 1 the UK Government has agreed the following:

*“There is some flexibility on carrying over spend from year one into year two if it will not be possible to spend it all in 2022/2023. If this is the case, we will ask you to provide a credible plan setting out how you will utilise any underspends in the next year and meet appropriate milestones. Credible plans will be submitted by local authorities through routine end-of year reporting.”*

The following summary is provided on the year 1 (2022/23) project development / delivery status for the UK SPF themes of Communities & Place, Supporting Local Business, People & Skills, and Multiply:

## **COMMUNITIES & PLACE**

The **Communities & Place** allocation for year 1 is £133,661. Two deliverable initiatives which will benefit our local communities have been identified:

**Regeneration Project Development Fund (£52,050)** - This fund aims to support the initial stages of potential local regeneration projects (Consultation, Surveys, Feasibility Studies, Design Development, Organisational Capacity etc.) with the aim of helping create robust project proposals capable of attracting relevant funding from a variety of sources in the future.

Projects Supported: Engine Shed, Prestongrange Renewable Energy Installation Feasibility Study

*Studies commissioned and reports awaited.*

Prestonpans Town Centre Shopfront Costed Condition Study

*Study commissioned and report awaited*

Tranent Town Centre Feasibility Study Update

*Study commissioned and report awaited*

Community Project Development Grant Fund

*Applications invited from 1<sup>st</sup> Feb 2023 with offers issued by 22<sup>nd</sup> Mar 2023.*

**Regeneration Project Fund (£81,611)** – This fund is based around supporting individual capital / revenue project delivery in key locations across East Lothian, especially where multiple benefits in terms of education, training, wellbeing, and community involvement can be demonstrated, through awarding grant funding to appropriate partners.

Projects Supported: Wallyford Learning Campus – STEAM Canopy

*Erection of a steel framed canopy to support outdoor learning at the new learning campus*

The Ridge SCIO Development Project – 86-88 High Street, Dunbar

*Support for pre-contract development costs associated with delivery of supported residential accommodation and enterprise hub.*

## **SUPPORTING LOCAL BUSINESS**

The **Supporting Local Business** allocation for year 1 of £90,000 will be allocated in three key areas:

**Expert Help Consultancy** (Transition to Net Zero Carbon) (**£40,000**) - As we transition to Net Zero Carbon it is vital that our business base are able to access reliable and relevant information and to understand the implications of climate change, what it means for their business and to plan and prepare deliverable actions. This pilot programme will add to our current provision and allow local businesses to access expert consultancy advice to build local knowledge and capacity.

*An invited tender process to appoint a suitably experienced consultant has been concluded, submissions assessed, and appointment made. The successful consultant is developing the programme for delivery with the pilot businesses as well as some training for ELC Economic Development staff to upskill the knowledge base to provide future advice. A small allocation for implementation grants has also been identified*

**Key Sector Support and Funding (£50,000)** – Additional support for key sectors within East Lothian, e.g. tourism, food and drink, heritage, and towns to promote East Lothian as a destination, increase collaboration between groups, secure additional funding, and for shop local investment and initiatives e.g. <http://www.SOLE.scot> and the East Lothian Gift Card.

*The negotiations to provide support for both SOLE and the East Lothian Gift Card are progressing.*

## **PEOPLE & SKILLS AND MULTIPLY**

The **People and Skills** year 1 funding of £168,485 along with a portion of the **Multiply** allocation will be incorporated into a single initiative:

**Local Employability Grant Programme** - This Programme will be administered by East Lothian Council on behalf of the Local Employability Partnership (LEP) and support a variety of local employability projects. The LEP will oversee the



grant application process and be the decision making body as part of the co-commissioning process.

*The application process is now closed and assessment of the applications has taken place. 4No. successful projects will be awarded funding in February/March 2023 for delivery between April 2023 and March 2024.*

## **MULTIPLY**

The **Multiply** allocation for Year 1 of £212,412 will be split into 3 main areas:

**Project Officers (£35,412)** - Recruitment of 1.5 FTE Project Officers to start developing Multiply Projects for delivery across East Lothian in the remainder of Year 1 and in Years 2 & 3.

*Unfortunately recruitment has been challenging across East Lothian and the Development Officer posts have not yet been filled. A revised Project Officer post has been developed and attracted over 20 applications. Shortlisting of applicants has been achieved and interview dates confirmed.*

**Parental Engagement Project (£25,000)** – EL Works and local schools will work in partnership to deliver short courses to parents to improve their confidence and skills in numeracy to support their own and their children’s learning.

*Due to the challenges associated with recruitment this project has not yet been developed sufficiently. It is likely that the allocation for Year 1 for Development Officers and the Parental Engagement Project will be carried over into Year 2 subject to the submission and acceptance of a “Credible Plan” to UK Government.*

**Local Employability Grant Programme (£152,000)** - As identified in the People & Skills summary above, a portion of the Multiply Year 1 budget has been allocated to the Local Employability Grant Programme where there will be a specific LOT targeted at the Multiply interventions.

*The application process is now closed and assessment of the applications has taken place. 4No. successful projects will be awarded funding in February/March 2023 for delivery between April 2023 and March 2024.*

**Colin Gilmour** – Senior Officer  
(Regeneration)

10/02/23



**REPORT TO:** East Lothian Council  
**MEETING DATE:** 28 February 2023  
**BY:** Executive Director of Place  
**SUBJECT:** Climate Change Strategy Annual Update

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**12**

## **1 PURPOSE**

- 1.1 The purpose of this report is to provide the third annual update to Council on the progress of delivering the actions and commitments in East Lothian Council's Climate Change Strategy 2020–2025.

## **2 RECOMMENDATIONS**

- 2.1 Council is recommended to note the progress made in decarbonising the Council's services and operations and contributing to a low carbon East Lothian. Definitions of key terms used in this report can be found in Appendix 1.
- 2.2 Council is recommended to approve i) the updates of the Climate Change Strategy Action Plan, set out in Appendix 3, and ii) the new actions suggested in paragraphs 3.29 - 3.30, which are set out in Appendix 4.
- 2.3 Council is recommended to note the key projects & achievements and key risks set out in this report, delivered by members of the Climate Change Planning and Monitoring Group.

## **3 BACKGROUND**

- 3.1 East Lothian Council's Climate Change Strategy 2020–2025 was approved by Cabinet in January 2020. Cabinet also approved the commitments to review and update the Strategy annually as further national legislative and policy changes occur, to review and update the Action Plan annually, and to seek approval from Cabinet for these revisions and updates on an annual basis. From 2023, the responsibility of this has moved from Cabinet to full Council.
- 3.2 In addition to the commitments set out in the Climate Change Strategy, the Climate Change (Scotland) Act 2009 puts statutory duties on the Council to: contribute to the delivery of carbon emissions reduction targets, help

deliver climate change adaptation, and act sustainably. East Lothian Council reports on these duties annually to the Scottish Government through a 'Public Bodies Climate Change Duties Report'. The most recent Report can be found in the East Lothian Council Members' Library.<sup>1</sup>

### **Key National and International Climate Reports**

3.3 The UK Climate Change Committee (UK CCC) published its report 'Is Scotland Climate Ready?' to the Scottish Parliament in March 2022. The key takeaways from the report are:

- Scotland is not ready to handle the consequences of climate change;
- Progress in delivering climate change adaptation has stalled;
- Monitoring and evaluation of climate related risks need to be improved, adaptation measures need to be embedded across all activities, and the level of adaptation responses needs to be raised.

3.4 Further, the UK CCC published their report 'Progress in Reducing Emissions in Scotland' in December 2022. The key takeaways from the report are:

- The significant emissions reduction in 2020, which enabled Scotland to achieve its 2020 interim target of 56% emissions reduction since 1990, was largely due to the travel restrictions during COVID-19. It is unlikely the target would have been met without the pandemic, and targets following in the 2020s will be much harder to achieve.
- There is a significant risk Scotland will fail to achieve its target of 75% emissions reduction by 2030 unless very rapid action takes place.
- UK CCC states that the advice of the net zero targets by 2045 and interim target of 90% emissions reduction by 2040 remains appropriate.
- Progress on reducing emissions from transport, buildings, agriculture and land use, and waste are off track.

3.5 The Intergovernmental Panel on Climate Change (IPCC) published the third and last part of the IPCC sixth assessment report in April 2022.<sup>2</sup> The report highlights that:

- Without immediate and deep emissions reductions across all sectors, limiting global warming to 1.5°C is beyond reach;
- Our actions in the upcoming years are critical, global greenhouse gas emissions need to peak before 2025 and be reduced by a quarter by 2030;
- Actions to mitigate and adapt to climate change are equally important and need to be accelerated.

3.6 The National Planning Framework 4 (NPF4) was approved by the Scottish Parliament on 11 January 2023. NPF4 will inform the preparation of East Lothian's next Development Plan, influence the assessment of all planning

<sup>1</sup> 150/22 East Lothian Council – Public Sector Climate Change Reporting 2021/22

[[https://www.eastlothian.gov.uk/meetings/meeting/17035/members\\_library\\_service](https://www.eastlothian.gov.uk/meetings/meeting/17035/members_library_service)]

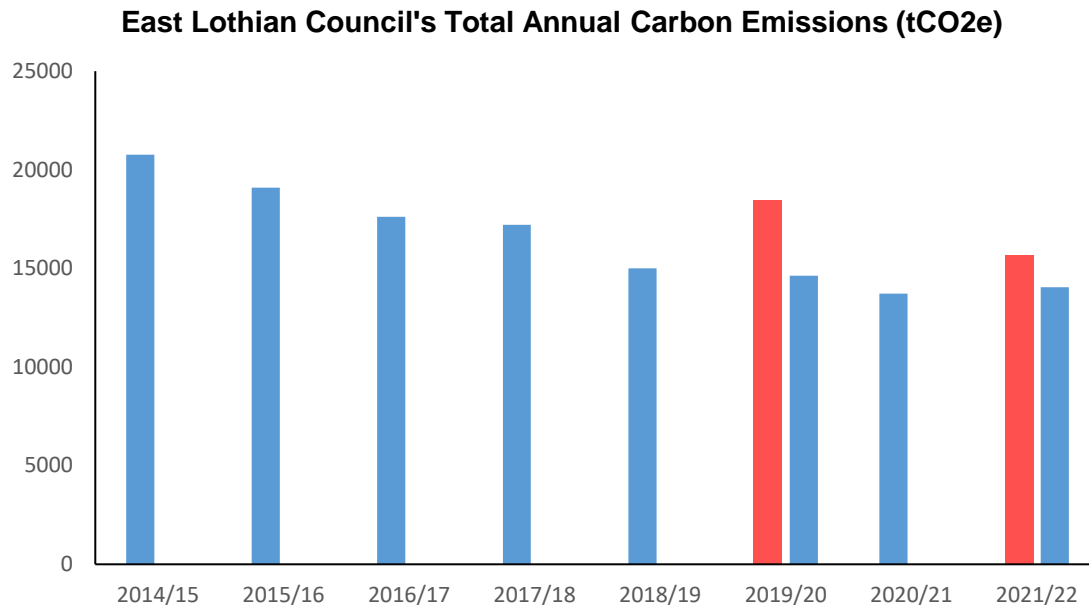
<sup>2</sup> IPCC, 2022: Summary for Policymakers. In: Climate Change 2022: Mitigation of Climate Change. Contribution of Working Group III to the Sixth Assessment Report of the Intergovernmental Panel on Climate Change [P.R. Shukla, J. Skea, R. Slade, A. Al Khourdajie, R. van Diemen, D. McCollum, M. Pathak, S. Some, P. Vyas, R. Fradera, M. Belkacemi, A. Hasija, G. Lisboa, S. Luz, J. Malley, (eds.)]. Cambridge University Press, Cambridge, UK and New York, NY, USA. doi: 10.1017/9781009157926.001.

applications going forward and guide all decisions in relation to the built environment and natural protection. It sets a vision for Scotland where the climate and nature crises are given significant weight.

### **The Council's Carbon Footprint**

- 3.7 Since the last report, new emissions categories have been added to improve the accuracy of the Council's carbon footprint. These include emissions from home-working and staff commuting. For the latter, a baseline was added retrospectively to year 2019/20 to capture the commuting behaviour before the pandemic. Data on staff commuting 2020/21 was omitted, since the behaviour during this period was not considered representative. As staff started coming back into the office 2021/22, commuting data has been collected and will continue being collected to ensure that the Council is pursuing a green recovery from COVID-19. Having a good picture of these emissions helps the Council to make policy decisions with the objective of reducing them.
- 3.8 East Lothian Council's emissions in 2021/22 were counted to 15,653 tCO<sub>2</sub>e. This is a reduction of 15.2% compared to the 18,450 tCO<sub>2</sub>e emissions reported in 2019/20. These two financial years have been compared since they both include data on emissions associated with staff commuting. 2020/21 (13,723 tCO<sub>2</sub>e) has not been included in the comparison, as it does not include data on staff commuting. More information can be found in the Public Duties Climate Change Report in the East Lothian Members' Library.<sup>3</sup>
- 3.9 See Figure 1 for an overview of the Council's Carbon Footprint over time, demonstrating success in achieving carbon reduction. Red bars indicate when staff commuting emissions have been included in the annual footprint, with the direct comparison with other years included alongside in blue. In all future years, commuting patterns will be captured in the data presented, as this represents a more accurate picture of the Council's overall carbon footprint, as explained above.

<sup>3</sup> 150/22 East Lothian Council – Public Sector Climate Change Reporting 2021/22  
[[https://www.eastlothian.gov.uk/meetings/meeting/17035/members\\_library\\_service](https://www.eastlothian.gov.uk/meetings/meeting/17035/members_library_service)]



**Figure 1:** East Lothian Council's annual total greenhouse gas emissions, expressed in tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e). Y-axis = tCO<sub>2</sub>e, x-axis = financial year, red bars = staff commuting emissions included in the Council's carbon footprint and reported to the Scottish Government, blue bars = staff commuting emissions excluded.

### **Embedding Climate Change Mitigation and Adaptation in the Council**

3.10 The new East Lothian Council Plan (2022-2027) includes 'Respond to the Climate Emergency' as one of its three overarching objectives. The Council Plan sets out a strategic framework for how the Council will respond to challenges.

3.11 East Lothian Council's Policy and Performance Review Committee approved the draft of the 2022-2027 Top 50 Council Plan Indicators, in which three new indicators to tackle the climate emergency have been proposed. These indicators align with the Council's statutory Public Bodies Climate Change Duties (Mitigation, Adaptation and Act Sustainably) in the Climate Change (Scotland) Act 2009 and are:

- East Lothian Council's corporate annual carbon emissions (tCO<sub>2</sub>e) reported through the Public Bodies Climate Change Duties Reporting – Mitigation, contributing to the delivery of the national net zero targets;
- East Lothian Council's score on Adaptation Scotland's Capability Framework Benchmarking Assessment – Adaptation, supporting delivery of Scotland's climate change adaptation programme;
- Number of staff successfully undertaking the Carbon Literacy Training programme and being certified as Carbon Literate – Act Sustainably.

## **Key Projects & Achievements 2021/22 Addressing Climate Change**

- 3.12 The list below indicates a broad range of key projects carried out by East Lothian Council that highlight some of the achievements in relation to its Climate Change Strategy and Action Plan. These cover a wide range of Council functions from governance to schools, communities, energy efficiency and heating, infrastructure, biodiversity, and procurement.
- 3.13 The Council has formed a Cross-Party Sustainability Forum to accelerate actions towards our net zero and climate change adaptation targets.
- 3.14 Certified training in Carbon Literacy is now available to all Council staff. This forms an important step to ensure a joint effort across all Council Services to tackle the climate emergency. Staff can sign up via LearnPro.
- 3.15 3,505 pupils in East Lothian Schools have engaged with Bikeability's programmes 'Cycling Skills' and 'On Road Cycling Training'.
- 3.16 97% of East Lothian's Primary Schools have engaged with the programmes delivered by the Outdoor Learning Services in 2021/22. These programmes help pupils to connect with nature and increase their confidence in active travel.
- 3.17 The FareShare Hub, which was established by the Connected Communities Service during lockdown and is now coordinated by East Lothian Friendly Food Network, is well established across the county. It supports communities and pantries to ensure food security and reduce food waste.
- 3.18 A new Property Asset Review Team has been created following the completion of the Strategic Asset & Capital Plan Management Review. Making more efficient use of Council assets and estates is a key step to reducing greenhouse gas emissions and tackling the climate emergency.
- 3.19 The Energy Efficiency Standard for Social Housing (ESSH) in East Lothian improved from 86% in 2020 to 90% in 2021. East Lothian Council is currently above the average of all Scottish local authorities in ESSH.
- 3.20 The Musselburgh Flood Protection Scheme has progressed through Stages 1, 2 and 3, and is now making progress into Stage 4 (Outline Design). The timeline for Stage 4 was approved at Council in October 2022.
- 3.21 37 hectares of grassland have been restored through the Council's new grass management arrangements. It supports wildflower meadows, benefits pollinators, nature networks, and people and nature in East Lothian communities.
- 3.22 The Procurement Service used the Scottish Government's flexible framework assessment tool to assess its current level of performance, and undertook actions to embed good procurement practices that will realise intended sustainable outcomes. East Lothian Council has assessed its current level of performance as between Level 1 and Level 2 (Local Authorities can progress through 5 Levels, with Level 1 being the starting point). Key successful outcomes include i) added value obligations are included in key contracts to support ELC Climate Change Strategy (2020-



2025), ii) the procurement team has developed skills, having completed the Climate Literacy Training.

### **Key Risks Delivering the Climate Change Strategy Actions**

- 3.23 The list below indicates a broad range of risks associated with the climate emergency and that could affect the successful delivery of the actions set out in the Council's Climate Change Strategy. These risks have been submitted by the Council's different Service Areas in preparation of this paper. East Lothian Council is operating under financial constraints and is facing the challenge of balancing solutions in environmental sustainability with cost consideration across all areas of operation. There is a recurring theme of a huge challenge, requiring costly interventions to meet the target, but limited funding available for structural change. This difficulty is Scotland-wide and not specific to East Lothian.
- 3.24 By December 2023, East Lothian Council is required to produce a Local Heat Energy Efficiency Strategy and Delivery Plan (LHEES). The Scottish Government is providing funding for the initiative, which will enable the recruitment of an LHEES Officer. The job description has now been evaluated, as it is an entirely new post and will be advertised shortly. The timescale for completing this study has been set by the Scottish Government and is ambitious. In common with many other authorities, the Council does not have in-house skills to deliver LHEES and there is a risk that the December 2023 deadline will be missed, given the challenge of recruiting for the post and then completing a complex piece of work in just a few months.
- 3.25 The Scottish Government is setting ambitious targets to decarbonise all publicly owned buildings to meet net zero emission heating requirements by 2038. The scale of funding to achieve this target for Council operational and non-operational estate property is currently not present at either local or national level. Other key challenges to success include the lack of time to deliver the number of projects required annually to comply with the target; unclear technical direction; lack of infrastructure to support mass change to renewable systems; construction market capacity; cost of decanting people and equipment whilst retrofit is undertaken; and bringing new facilities on stream to support population growth. Council officers are taking action by actively participating in discussions nationally, with the Scottish Government and key sector working groups, to ensure that the scale of the challenge is fully recognised and to discuss the solutions that are being used across Scotland to try and meet this challenge.
- 3.26 Two risks have been identified to tackle the ecological emergency: there is limited funding for the technical work to inform nature restoration projects and limited staff resources to ensure biodiversity priorities are implemented across East Lothian. Officers are mitigating the risk by building strong partnerships with NGOs and local community groups to identify funding resources. Work is also being carried out to embed biodiversity into different business areas to mitigate the risk of delivery. NPF4's emphasis on the ecological emergency will prioritise biodiversity net gain in new development, which is a positive step.

- 3.27 As outlined in East Lothian Council's Sustainable Fleet Management Strategy, the Council has committed to phase out all fossil-driven vehicles from its fleet by 2025 and ensure zero tail pipe emissions by 2035 to comply with the Scottish Government's targets. The financial investment required to replace vehicles and ensure the right infrastructure is in place poses a very real challenge and must not be underestimated. Significant funding in addition to what is being provided by the Scottish Government is needed to keep services operational.
- 3.28 Cost pressures mean that the Council needs to balance short term economic benefits with long term sustainability in procurement decision-making. The latest report from the Scottish Parliament on the role of local government to deliver net zero highlights the risk of imbalance between these two<sup>4</sup>. The Council's new Procurement Strategy (2023-2028)<sup>5</sup> was approved in January 2023 and two of its five Key Strategic Objectives align to the Climate Change Strategy (2020-2025):
- Contributing to the council's Net Zero and climate change targets
  - Increasing Sustainability and Community Benefits

### **Suggested actions to be added to the Climate Change Strategy & Action Plan**

- 3.29 In consideration of the UK CCC report 'Is Scotland climate ready?' and particularly the recommendation on improving monitoring and evaluation of climate risks as well as embedding adaptation measures across all activities, Council is recommended to approve the new action:
- 1.1h Annual assessment of East Lothian Council's response to climate change adaptation (see Appendix 4).
- 3.30 In consideration of the UK CCC report 'Progress in reducing emissions in Scotland' and particularly the conclusion that Scotland is off track with reducing its transport emissions, Council is recommended to approve the new action:
- 1.6j Work with staff to reduce their commuting emissions (see Appendix 4).
- Action 1.6j is in line with the Scottish Government's commitment to reducing car mileage by 20% by 2030, as set out in the updated Scottish Climate Change Plan and the National Planning Framework 4.

### **Conclusion**

- 3.31 The Council is making good progress in respect of its Climate Change Strategy and Action Plan. However, significant increases in the Council's estate through new schools, for example, are coming forward. In the context of a growing population in East Lothian and meeting these demands, the Council is facing the challenge of balancing cost implications with solutions in environmental sustainability and meeting the

<sup>4</sup> The Role of Local Government and its Cross-Sectoral Partners in Financing and Delivering a Net-Zero Scotland (2023). The Scottish Parliament, 23<sup>rd</sup> January. Link: [The role of local government and its cross-sectoral partners in financing and delivering a net-zero Scotland | Scottish Parliament](#)

<sup>5</sup> East Lothian Council's Procurement Strategy 2023-2028:

[[https://www.eastlothian.gov.uk/downloads/download/13061/procurement\\_strategy](https://www.eastlothian.gov.uk/downloads/download/13061/procurement_strategy)]

seven outcomes of the Climate Change Strategy (Appendix 2). It is possible that despite the measures being taken, East Lothian's overall carbon footprint may increase as the new facilities, especially schools, come on stream. This must be seen in the context of the achievements that have contributed to reduced carbon output in a number of other areas across the Council's operations.

- 3.32 The pandemic and energy crisis have posed two significant challenges for the Council. The process of handling these has, however, also contributed to the progress of key steps in the Council's Climate Change Strategy. For example, the Council is carrying out an assessment of its assets to make better use of these, which will lead to big carbon savings, and measures are being taken to adapt temperature in Council buildings, which is leading to reduced energy consumption.

## **4 POLICY IMPLICATIONS**

- 4.1 There are a number of policy implications arising from this report that will be considered and incorporated in future local and regional policy development work in due course.

## **5 INTEGRATED IMPACT ASSESSMENT**

- 5.1 The subject of this report has been through the Integrated Impact Assessment process and where negative impacts have been identified, mitigating actions have been put in place.

## **6 RESOURCE IMPLICATIONS**

- 6.1 Financial – The priority areas and measures that have allowed the Council to address climate change mitigation and adaptation to date are embedded within service budgets currently. However, meeting the net zero target will become more and more challenging. It is clear from the risks identified in this report that service areas across the Council face challenges in being able to undertake all the actions that will be necessary to meet the climate change target; this is due to the significant shortfall in resources and a continued need for clearer technical solutions. It should be noted that climate change is a rapidly moving area of legislative and policy context and the Council will continue to work closely with the Scottish Government to shape and influence, as well as respond to, national ambitions to ensure that the necessary measures, powers, and resources are in place to deliver a just transition to net zero.
- 6.2 Personnel – None
- 6.3 Other – None

## 7 BACKGROUND PAPERS

- 7.1 East Lothian Council's Climate Change Strategy 2020–2025  
[https://www.eastlothian.gov.uk/downloads/download/13283/climate\\_change\\_strategy\\_2020-25](https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25)
- 7.2 Members' Library Service report 150/22 East Lothian Council – Public Sector Climate Change Reporting 2021/22  
[https://www.eastlothian.gov.uk/meetings/meeting/17035/members\\_library\\_service](https://www.eastlothian.gov.uk/meetings/meeting/17035/members_library_service)
- 7.3 Appendix 1: Glossary
- 7.4 Appendix 2: The Seven Outcomes of the Climate Change Strategy
- 7.5 Appendix 3: Climate Change Strategy Action Plan annual update.
- 7.6 Appendix 4: Suggested actions to be added to the Climate Change Strategy Action Plan, for approval.

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<b>DATE</b>	13/02/2023



## **Appendix 1: Glossary**

**Scope 1 Emissions:** direct emissions from sources owned or operated by the Council, such as gas and fleet.

**Scope 2 Emissions:** indirect emissions from the consumption of purchased electricity, steam or power generated outwith the Council, such as grid electricity generation.

**Scope 3 Emissions:** indirect emissions that are a consequence of the operations or services of the Council, such as waste management and business mileage. Scope 3 Emissions also include procurement and staff commuting emissions. These emissions tend to be more difficult to measure. One way to identify procurement Scope 3 emissions is to investigate the Scope 1 and Scope 2 emissions from the suppliers we procure from.

**Net Zero:** The state where the emissions we put into the atmosphere and the amount we are able to take out through e.g. planting trees, restoring peatlands and carbon capture storage, equals zero.

**Climate Change Mitigation:** Actions to avoid/limit greenhouse gases emitted into the atmosphere and/or removal of these from the atmosphere. According to the Climate Change (Scotland) Act 2009, local authorities must contribute to climate change mitigation.

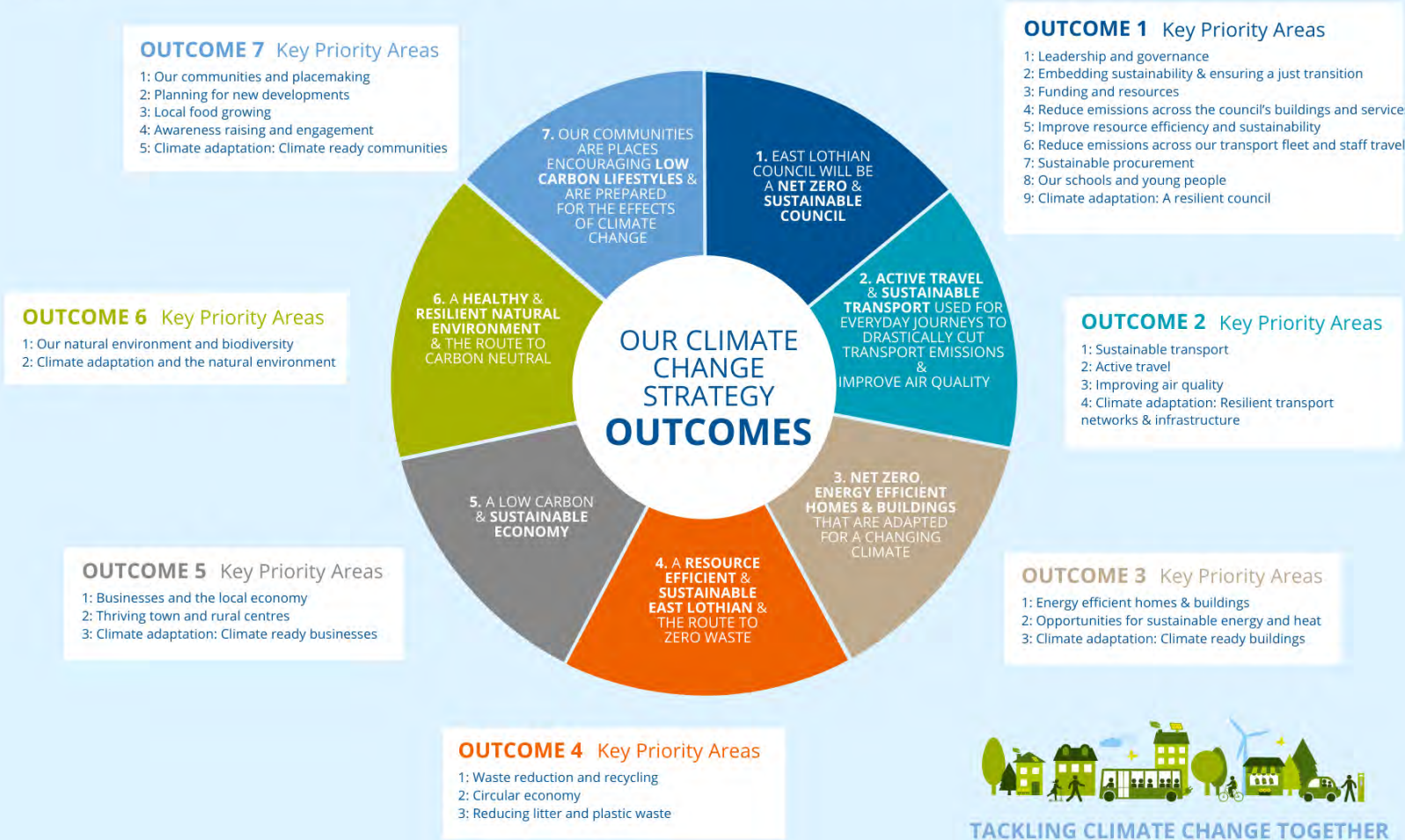
**Climate Change Adaptation:** Our climate is changing and Met Office projects more extreme weather, warmer/dryer summer and wetter winters. Adaptation refers to adjustments in natural or human systems in response to actual or expected climatic stimuli or their effects, which moderates harm or exploits beneficial opportunities. According to the Climate Change (Scotland) Act 2009, local authorities must contribute to Scotland's Climate Change Adaptation Programme.

**Appendix 2: The Seven Outcomes of the Climate Change Strategy**



# CLIMATE CHANGE STRATEGY

Working together in East Lothian to tackle climate change





### Appendix 3: Climate Change Strategy Action Plan annual update

#### Key to 'Tracker':

Green = action progressing / on track;

Amber = progress with action still underway but slowed or delayed;

Red = 2022 action not progressing / problem with delivery of action;

No Colour = target date not 2022

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
<b>Outcome 1: East Lothian Council will be a Net Zero and Sustainable Council</b>										
<b>Key Priority Area 1: Leadership and Governance</b>										
1.1a	Work with all Council Service Areas and key partners including the Scottish Government to improve the integrity of our emissions data and reporting mechanisms, and reduce carbon emissions annually, to reach Net Zero by 2045 at the latest	Climate Change Strategy; ELC Climate Change Reporting	Chief Executive; CCPMG; partners including Scottish Government	Annual Climate Change Reporting to the Scottish Government: East Lothian Council's total annual corporate emissions	44,034 tCO <sub>2</sub> e in 2007/08	Continue to reduce carbon emissions annually to reach Net Zero as soon as possible	Annually	Ongoing. The Council's Climate Change Planning & Monitoring Group continues to drive this forward across council service areas. We are getting a clearer picture of the Council's carbon footprint by adding measures such as staff commuting emissions and getting more detailed carbon data of business mileage. In 2021/22, the ELC's corporate emissions were 15,653 tCO <sub>2</sub> e.		
1.1b	Embed our aims to tackle the Climate Emergency and to achieve emission reductions within our Council Plan and Local Outcome Improvement Plan (East Lothian Plan)	Council Plan; East Lothian Plan	Policy Team; SECCO	Council Plan and Local Outcome Improvement Plan (East Lothian Plan)	Outcomes under East Lothian Plan 2017–2027	Key targets within the Council Plan	2022	The 2022-2027 includes 'Responding to the Climate Emergency Meeting out net zero climate change targets' as one of the Plan's seven objectives. The East Lothian Partnership is beginning work on a new Strategic needs Assessment which will inform the development or a revised East Lothian Plan in early 2023.		
1.1c	Annual reporting on East Lothian's overall Per Capita Carbon Emissions, within the scope of local authorities	Climate Change Strategy	SECCO; CCPMG	Data published annually by the UK Government Department of Energy and Climate Change (tCO <sub>2</sub> e) for all UK local authority areas	Baseline data 5.2 tCO <sub>2</sub> e (2016/17)	Decreasing annual per capita carbon emissions	Annually	5.6 tCO <sub>2</sub> e in 2019-20 (value change from previous year -4.4%, value change from 2010/11 -35.5%)		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
1.1d	Staff awareness and engagement: Reinstate the promotional campaign 'CRAW' ('Conserve Resources at Work'), or similar, to raise awareness amongst staff – including promotional measures and publicity (articles and updates in staff newsletter 'Inform')	Climate Change Strategy	CCPMG			Increased awareness	2020 / ongoing	Monthly articles and green tips have been published in the staff newsletter Inform's 'green corner'. Presentation on the climate emergency is included in the staff induction. The first pilot of Carbon Literacy has been delivered to 9 staff members. New E-Learning in climate emergency is currently undergoing a review and is expected to launch March 2023.		
1.1e	Ensure that training in carbon efficiency behaviours is provided to all new Council employees via the staff Induction process, to instil the low carbon culture of East Lothian Council	Staff Induction process	Corporate Policy & Improvement; SECCO	Introduction of Induction training in carbon efficiency behaviours for all new staff		Induction training in carbon efficiency behaviours is in place	2022	An E-Learning module in climate emergency has been created and currently undergoing a review process before being made available to all staff March 2023. It will start as mandatory for new staff but we are exploring ways to make it mandatory for all staff		
1.1f	Inclusion of a new mandatory E-Learning module on reducing your carbon footprint, for all Council employees; explore options to make this available to community / third sector organisations, via the wider E-Learning platform		Corporate Policy & Improvement; SECCO	Production of E-Learning module on reducing your carbon footprint		E-Learning module on reducing your carbon footprint in place	2022	An E-Learning module in climate emergency has been created and currently undergoing a review process before being made available to all staff March 2023. It will start as mandatory for new staff but we are exploring ways to make it mandatory for all staff.		
1.1g	Work with our partner organisations to encourage them to take urgent action to reduce their own carbon footprint; add this requirement to the terms and conditions associated with grants awarded by the Council, Area Partnerships, procurement contracts etc.	Climate Change Strategy	CCPMG				2020 / ongoing	Ongoing. Climate Change Officer attends East Lothian Partnership's Key Officers Group meetings and Governance Group meetings on occasion. ELC's Sustainable Procurement Policy approved (Nov 2020) which sets out the principles of sustainability (including carbon emissions reduction) that will be expected of businesses/companies tendering for Council contracts. Planning Service commissioned a 'ClimatEvolution' Strategy, with the assessment criteria including how the consultancy would consider climate change issues (reducing / offsetting greenhouse gas emissions; climate adaptation). Countryside Service requested that Event organisers submit their proposals for carbon footprint reduction / improving sustainability of the event when considering event applications.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
<b>Key Priority Area 2: Embedding Sustainability and ensuring a Just Transition</b>										
1.2a	Produce an updated Integrated Impact Assessment procedure that is in line with current policies on equalities, human rights, sustainability and climate change; including by introducing 'Sustainability Tests; to embed equalities, sustainability and climate change mitigation into all Council policies and decision-making	Integrated Impact Assessment process	Corporate Policy & Improvement; SECCO	Production of an updated Integrated Impact Assessment procedure; revised IIA process to be used for all Council policies and decision-making	The current Integrated Impact Assessment	Production and adoption of an updated Integrated Impact Assessment procedure and implementation into all Council policies and decision-making	Completed	This action was completed in 2020. The revised Integrated Impact Assessment (IIA) was published and is on ELC's Intranet for Service Managers to use. The IIA incorporates the specific requirement to include consideration of Climate Change and the Environment when making decisions about proposed policies and projects.		
<b>Key Priority Area 3: Funding and Resources</b>										
1.3a	Work with our partners including the Scottish Government to focus specific funding, measures and resources to address the Climate Emergency at local level	Climate Change Strategy	CCPMG; Scottish Government (SG); partner organisations	Specific funding, measures and resources to address the Climate Emergency at local level	N/A	Dedicated funding, measures and resources to address the Climate Emergency at local level	Annually	Officers continue to liaise with the Scottish Government and other external partners to continue to focus specific funding, measures and resources to address the Climate Emergency locally. Valuable forums for these are SSN, LHEES Forum, and Adaptation Scotland's Benchmarking Group etc., which the Council's Sustainability & Climate Change Officer is attending regularly. The Sustainable Transport Officers Group continues to work with partner organisations including Sustrans and SEStran to improve and expand active travel and sustainable transport networks. Planning Service aims to further focus the Local Development Plan on addressing climate change with the working assumption that new development should be able to conform to the Scottish Government targets for achieving net zero by 2045 and the interim target of 75% emissions reduction by 2030.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
<b>Key Priority Area 4: Reduce Emissions across the Council's Buildings and Services</b>										
1.4a	Review / manage each of the following aspects of ELC estate and operations to reduce emissions towards achieving Net Zero: energy efficiency, water, heat	Climate Change Strategy; ELC Climate Change Reporting	CCPMG – all relevant Service Areas; Scottish Government	Emissions reduction towards Net Zero for energy efficiency, water, heat	Grid Electricity (generation): 5846.4 tCO2e; Grid Electricity (transmission & distribution losses): 498.4 tCO2e; Natural Gas: 5453.2 tCO2e; LPG:121.3 tCO2e; Gas Oil: 340.6 tCO2e; Burning Oil (Kerosene): 35.8 tCO2e; Water – Supply: 44.1 tCO2e; Water – Treatment: 90.7 tCO2e	Reduce carbon emissions annually to reach Net Zero as soon as possible	Annually	A Service Review of the Strategic Asset & Capital Plan Management service was completed, creating a new 'Property Asset Review' team. Appointment to the Team Manager - Property Asset Review was successful. Recruitment to the Surveyor - Property Asset Review and Project Assistant - Property Asset Review posts has progressed and Preferred Candidates identified. This team will take forward the refresh of the 'Council Asset Strategy & Management Plan', taking into cognisance national and local priorities with regard to Climate Change. 22/23 EES; ABS project has commenced installing 9 Solar PV & batteries on properties in Prestonpans, Dunbar and Morham. We are looking to install CWI on mixed tenure blocks of flats which have been missed on previous projects in various locations. Property Maintenance service continues to meet with Strategy and Development colleagues on a monthly basis to discuss existing and new funding streams and opportunities. Installation of Solar PV and batteries on ELC properties is about to be trialled at Spott. We have installed 17 Solar PV and battery installations as a pilot scheme and are looking to install around another 50 in off gas rural areas.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
1.4b	Continue the programme of energy efficiency improvements and incorporation of low carbon technologies in Council owned buildings – aiming for carbon neutral buildings	Corporate Asset Management Plan; Climate Change Strategy	Property Maintenance; Engineering & Building Standards; CCPMG	Energy efficiency measures installed		Energy efficiency measures installed in all Council buildings	2020 / ongoing	On 1st November 2022, the Strategic Asset & Capital Plan Service Manager's slides from a presentation by the Capital Programme Team Manager at City of Edinburgh Council on their 'EnerPHit Informed Retrofit', early steps to Net Zero across CEC operational property estate, for your review/information. ELC'S Assets Project Manager and the Service Manager of Strategic Asset & Capital Plan both attended this seminar. The investment figures compared to running costs are of particular interest, and general principles will be applicable to the ELC property estate. On 9th December 2022, ELC's Service Manager of Strategic Asset & Capital Plan attended a SHOPS meeting which The Scottish Government and Scottish Futures Trust presented at on public sector decarbonisation of heat. They raised the scale of funding required by local authorities at this meeting and circulated information to colleagues in East Lothian Council, and prepared a high level summary of the East Lothian Council property estate (excluding housing), noting the scale of funding which would likely be required to transition to Net Zero, scaling that up to the national picture, which generates a huge sum! (Population was used as a rough estimate to compare local authorities – the detail will be based on actual property data). The average figures per building are not based on any detail but may even be conservative for fabric-first 'informed retrofit' or full 'EnerPHit' upgrades. This will be developed by the Property Asset Review team.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
1.4c	Continue our Asset Management and Transformation Programme of office review of operational assets and rationalisation, and the shift towards flexible, mobile working, and collaboration internally and externally, to reduce energy costs and reduce our carbon footprint. Maximise opportunities presented by digital transformation to accelerate the shift towards more flexible, mobile working.	Council Asset Strategy & Management Plan; New Ways of Working Policy; Workforce Plan	Strategic Asset & Capital Plan Management; Transformation Team	proportion of staff undertaking flexible / mobile working		Increased asset office rationalisation as per Corporate Asset Management targets; Property Asset Strategy; increased proportion of staff undertaking flexible / mobile working; and increased sharing of assets internally and with external organisations	2020 / ongoing	Homeworking and Hybrid Working policies have been adopted to support staff working from home or more flexibly. The Asset Rationalisation project aims to reduce the council's office building requirement and reduce the council's carbon footprint. Construction work at Penston House, Macmerry, to enable 'New Ways Of Working' is progressing and is due to be completed in February 2023. This will enable teams to move from John Muir House, Haddington, thereafter. Design work for 'New Ways Of Working' at John Muir House is progressing, working towards the target of moving staff out of RH in October 2023, optimising the Council office estate. Work is also progressing on re-purposing or marketing vacant operational properties, rationalising the Council estate. The Estates team have commenced review of the non-operational estate and will progress this when recruitment to Estates Surveyor posts has been completed, enabling capacity.		
<b>Key Priority Area 5: Improve Resource Efficiency and Sustainability</b>										
1.5a	Facilities Management Services will aim to eliminate problematic or unnecessary single-use plastics by the end of 2020 as part of the UK Plastics Pact	UK Plastics Pact; Facilities Management targets	Facilities Management Service	Elimination of specific single-use plastics		Specific single-use plastics eliminated by end of 2020	2022	FMS continue to reduce plastics where this is practically possible. Pupils are encouraged to bring their own refillable water bottle. There is a small number of water bottles available for a Friday packed lunch day should a pupil require a drink. FMS have introduced chemical dosing system in all primary schools to reduce chemical containers. During the school day Monday to Thursday reusable beakers are used for milk and water at lunchtimes.		
1.5b	Reduce ELC's waste and review recycling options within Council buildings and provide new systems where required	Conserve Resources at Work ('CRAW')	Waste Services; Facilities Management Service				2020 / ongoing	All council buildings have access to recycling for paper/card/glass/plastic/cans. CMT approval to benchmark the internal trade waste provision provided by Waste Services with an external supplier to model the cost and the provision of the internal trade waste services provided to stakeholders.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
1.5c	Reduction in ELC's paper use (printing) - 'going paperless'	Working Differently benefits	CCPMG	Reduction in printer paper order quantities		73% reduction in paper	2022	Between 2020/21 and 2021/22, printing increased by 38.6%. Thus target has failed to be achieved and the reduction seen in 2020/21 (28% decrease) has been reversed. CCPMG will carry this forward to ensure a green recover from COVID-19 and adopt new sustainable ways of working.		Not achieved / currently observing opposite trend.
<b>Key Priority Area 6: Reduce Emissions across our Transport Fleet and Staff Travel</b>										
1.6a	Review / manage each of the following aspects of ELC estate and operations to reduce emissions towards achieving Net Zero: our Transport Fleet and Business Mileage	Climate Change Strategy; ELC Climate Change Reporting	CCPMG – all relevant Service Areas; Scottish Government	Emissions reduction towards Net Zero for Transport Fleet and Business Mileage	Business Mileage: Average Car - Unknown Fuel: 345.9 tCO2e; Bus: 35.8 tCO2e; Car - diesel: 24.2 tCO2e; HGV - average all types & sizes: 541.4 tCO2e; Van - Average (up to 3.5 tonnes) Diesel: 737.8 tCO2e	Reduce carbon emissions annually to reach Net Zero as soon as possible	Annually	Business Mileage: Average Car (diesel, petrol and hybrid fleet + claimed business mileage from HR added together) = 170.5 tCO2e Bus = 53.1 tCO2e HGV - average all types & sizes: 677 tCO2e Van - Average (up to 3.5 tonnes) Diesel: 524.2 tCO2e  To accelerate decarbonisation of transport fleet and business mileage, the Council presented its Sustainable Fleet Management Strategy in Q4 2022. It includes a pathway to achieve zero tailpipe emissions, with all fleet vehicles being converted to produce zero tail pipe emissions by 2035.		
1.6b	Implement an Ultra-Low Emissions Vehicles (ULEV) strategy for our Council vehicle fleet	ULEV Strategy	Transport Services	ULEV Strategy implemented		ULEV Strategy implemented	2022	A Sustainable Fleet Management Strategy has been produced for East Lothian Council. It includes a planned phase out of all petrol/diesel car and van replacement under 3 tonne GVW to (ULEVs) by 2025. It also sets an ambition to continue investing in ULEVs, review alternatives for vehicles above 3tonne and infrastructure required that's already proven in the market place, evaluate hydrogen as alternative for large diesel goods vehicles and plant. East Lothian Council's planned capital investment Transport Scotland are providing ongoing support for ELC with ULEV vehicle replacement.		



Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
1.6c	Continue the development of ultra low emissions vehicles (ULEV) options across the Council, including utilisation of full electric vehicle (EV) and hybrid technology for pool cars and operational vehicles	ULEV Strategy; Fleet Management; LTS	Transport Services; Roads Services	Numbers of ULEV vehicles in Council Fleet		Replace the Council's fleet with ULEV wherever feasible	2020 / ongoing	Currently only 13% of the overall fleet is ULEV. The aim is for the Council's vehicles to be ULEVs by 2030.		
1.6d	Implement a 'Green Travel Plan' for all Council staff, setting out the expectation, resources and infrastructure to implement modal shift in staff travel behaviour from driving single-occupancy private cars to sustainable travel options, including use of electric vehicle (EV) pool cars, car sharing, active travel, use of public transport	Local Transport Strategy (LTS)	Roads Services	Introduce a travel plan for all ELC staff (subject to constituencies of the service)		Introduce a travel plan for all ELC staff	2023	Staff are moving to a hybrid working model with most staff based on a 40:60 split (40% office based). A policy has been introduced for staff to be designated as "home workers." Transformation team continue assessment of required office capacity with some teams moving location.		
1.6e	Continue the programme of installation of electric charging points for electric vehicles at all Council offices, depots and public buildings	LTS	Roads Services	Number of EV charge points installed at Council buildings	The first EV charge point was installed in 2012	Increased number of EV charge points installed at all Council buildings wherever possible	Annual	<ul style="list-style-type: none"> <li>the 2 x 50kW Journey chargers outside JMH Reception</li> <li>The 2 x 22kW Destination chargers in the car park at Fisherrow Car Park are on Common Good ground managed by ELC.</li> <li>The 2 x Journey and 1 x Destination charger at Westgate, Dunbar are on the Public Road but are closer to a council toilet building.</li> <li>The 2 x Journey and 1 x Destination charger at Shorthope Street, Musselburgh are on Public Road opposite a council toilet building</li> </ul>		
1.6f	Roll out EV training for staff	Fleet Management; LTS	Transport Services	Number of staff trained and using the Council's EV pool fleet		Increased number of staff trained and using the Council's EV pool fleet	Annual	Battery electric fleet car mileage: 66,264		
1.6g	Develop electric bikes / i-bike options to reduce staff dependency on the car for shorter work journeys	LTS	Roads Services	Numbers of electric bikes / i-bikes for Council staff use		Electric bikes / i-bike options for staff use at all main Council offices	2022	The SEStran pilot project (Go eBike) is being expanded through external grant funding, which will see a total of 6 active stations in the Musselburgh area by March 2023, alongside one in Prestonpans. These are being located near transport interchanges and employment sites, such Eskmills Business Hub and Tesco. We are exploring further opportunities to expand public access to ebikes from 2023-24.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
1.6h	Work to achieve Cycling Scotland's <i>Cycle Friendly Employer</i> status	LTS	Roads Services	Working towards <i>Cycle Friendly Employer</i> status		Achieve <i>Cycle Friendly Employer</i> status	2022	Remains on hold but hope to progress once the Transformation Team concludes its work		
<b>Key Priority Area 7: Sustainable Procurement</b>										
1.7a	Produce and implement a revised and updated Sustainable Procurement Policy, to ensure that goods and services are procured ethically and responsibly, from ethical and sustainable sources, including through the supply chain and sub-contractors	Procurement policy	Procurement Team	Production of an updated Sustainable Procurement Policy	Previous Sustainable Procurement Policy has not been fully implemented	Production, adoption and implementation of an updated Sustainable Procurement Policy		Currently finishing Level 1 of the Scottish Government Flexible framework. We have conducted 3 sustainability test for the following categories: (Transport, Waste, and Social Care & IT). The sustainable test for construction category still needs to be done. The assessment has been done in conjunction with the relevant key stakeholder of each categories. The outcome of this sustainable will allow to consider sustainable aspect when building the tender documents.		
1.7b	Produce and implement a new community benefits in procurement procedure, set out in an updated Community Benefits Strategy	Community Benefits Strategy	Procurement Team	Production of an updated Community Benefits Strategy		Production, adoption and implementation of an updated Community Benefits Strategy	2021	Community Benefits website is in development. This would allow us to promote community benefits requirements on the website along with the wish list. Jill in communications is helping producing a short video to explain what community benefits are in procurement. Similarly, the procurement team is implementing a new contract management software aiming at improving contract management and as result, managing community benefits more efficiently.		
<b>Key Priority Area 8: Our Schools and Young People</b>										
1.8a	Set up an East Lothian Young People's Climate Change forum to ensure our young people's voices are heard and to support and empower young people to take action in their communities		Education; Community Learning & Development; SECCO	East Lothian Young People's Climate Change forum		East Lothian Young People's Climate Change forum in place	2020 / ongoing	Implementation of climate change questions in the SEE survey going out to all schools is being progressed. The COP26 group, which consists of a dozen young people spread out in East Lothian and is supervised by the Council's Youth Coordinator, has continued meeting during 2022.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
1.8b	Embed the objectives of this Climate Change Strategy with the 'Learning for Sustainability' (Lfs) agenda as part of Curriculum for Excellence (CfE). Lfs is delivered through outdoor learning, global citizenship and sustainable development	Lfs Vision 2030 as part of Curriculum for Excellence	Education; Outdoor Learning; national education partners	Climate Change Strategy objectives embedded into 'Learning for Sustainability' element of school curriculum	Engagement with Outdoor Learning within school day: Primary 47% Secondary 100% (not including P7 camp)	Climate Change Strategy objectives embedded into 'Learning for Sustainability' element of school curriculum	2023	<ul style="list-style-type: none"> <li>Number of schools engaged with ELC OLS programmes (Academic year 2021/22): <ul style="list-style-type: none"> <li>a. Primary - 33 of 34 schools (97%)</li> <li>b. Secondary - 1 of 6 schools (16%)</li> </ul> </li> <li>Number of Pupils engaged with ELC OLS programmes (Academic year 2021/22): <ul style="list-style-type: none"> <li>a. OL Teacher in Residence - 760 pupils</li> <li>b. AWESome - 1320 pupils (approx. 99% P7's with some additional P6 &amp; P5 pupils)</li> <li>c. Under the Stars - 35 pupils</li> <li>d. Skills for Adventure Sports - 552 pupils</li> <li>e. Bikeability - See 1.8f</li> <li>f. Targeted Outdoor Programmes e.g. Biking North &amp; Adventure On - 24 pupils</li> <li>g. After School &amp; Holiday Adventure Activity Programmes (in Partnership with Active Schools &amp; Venturing Out) - Numbers to follow</li> <li>h. Staying Safe Around Water - 74 pupils</li> <li>i. Additional Cycling programmes</li> <li>i. Learn to Ride - 45 pupils</li> </ul> </li> <li>Total number of school programmes involving adventurous activities (Academic year 2021/22) - 241 programmes <ul style="list-style-type: none"> <li>a. Primary - 151 programmes</li> <li>b. Secondary - 91 programmes</li> </ul> </li> <li>Number of Outdoor Learning staff training courses (Academic year 2021/22) - 8, low numbers due to COVID restrictions</li> </ul>		
1.8c	Support and expand the 'Eco-Schools' programme in East Lothian schools – potentially with greater input from other agencies and organisations / a county wide programme to support schools and teachers with delivery of projects	Curriculum for Excellence	Education; ELC Countryside Ranger Service; external partners including Keep Scotland Beautiful	Levels of participation in the 'Eco-Schools' programme in East Lothian schools; eco-projects delivered in schools	In East Lothian currently 8 ELC schools have Green Flags (according to Keep Scotland Beautiful website)	Increased levels of participation in the 'Eco-Schools' programme in East Lothian schools; more Green Flag Awards; more eco-projects delivered in schools	Annual	Five schools were awarded the Green Flag Award 2021/22, one school undertook Eco-Schools Pupil training, twelve schools registered for live Eco-Schools lessons and two schools undertook the CPD training.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
1.8d	Improve sustainability and recycling in schools including reduction / elimination of single-use plastic packaging, a greater selection of recyclable materials across school catering services, improved recycling & food composting facilities in schools		Facilities Management; Education; Waste Services	Quantities of single-use plastic packaging purchased; quantities of recyclable materials across school catering services; recycling & food composting facilities in schools		No single-use plastic packaging in school canteens; increased quantities of recyclable materials across school catering services; recycling & food composting facilities in all schools	Annual	Actions complete. Great news FMS have recently been awarded Food for Life Silver Award (Soil Association) this is a nationally recognised award promoting the environment, local producers, using sustainable produce where possible. 5% of our overall spend is organic purchased - examples locally sourced organic flour from Drem in East Lothian, Potatoes from the borders , meat free days in school , purchasing seasonal fruit & vegetables for the school lunch menu. Food waste is collected by Keenan Zero Waste Scotland. Our aim is to reduce carbon footprint where possible. All schools have access to recycling for paper/card/glass/plastic/cans. CMT approval to benchmark the internal trade waste provision provided by Waste Services with an external supplier to model the cost and the provision of the internal trade waste services provided to stakeholders.		
1.8e	Continue to source local food and achieve the Soil Association's <i>Food for Life Served Here</i> award; and promote/ensure more plant-based food options in schools, including 'meat free' days and vegan options		Facilities Management; Education	Achieving the <i>Food for Life Served Here</i> award; food options available in school canteens	Food for Life Served Here Bronze award has been achieved by ELC for past 6 years	Achieve <i>Food for Life Served Here</i> Silver award; more plant-based food options are available in schools, including promoted 'meat free' days and vegan options	Annual	East Lothian Council achieved the Food for Life Served Here Silver Award in 2022.		
1.8f	Support schools to develop Bikeability Scotland training, to teach skills needed to cycle safely on roads, and 'Play on Pedals' (which aims to give all children the chance to learn to ride a pedal bike before they start Primary 1)	LTS	Education; Outdoor Learning; Roads Services; Connected Communities; partners	Number of East Lothian pupils undertaking Bikeability Scotland Level 1, 2 & 3 training, and 'Play on Pedals'	Number of pupils undertaking Bikeability training 2014/15: Level 1: 316; Level 2: 130; Level 3: 5.	Increased uptake of Bikeability Scotland. [In 2018/19: Level 1: 757 pupils; Level 2: 513 pupils; Level 3: 6]. Increased uptake of 'Play on Pedals'	Annual	<ul style="list-style-type: none"> <li>Bikeability delivery during academic year 2021/22 in 31 schools <ul style="list-style-type: none"> <li>a. Level 1 cycling skills: 1863 pupils</li> <li>b. Level 2 on road cycling training: 1642 pupils</li> </ul> </li> <li>Play on Pedals <ul style="list-style-type: none"> <li>a. Training to re-start 2023</li> </ul> </li> </ul>		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
1.8g	Active Travel to School campaign and promotion, including parking management around schools, and supporting modal shift from school buses to active travel wherever feasible	LTS; Area Partnership Plans	Roads Services; Transport Services; Sustrans; Area Partnerships; Education	Number of pupils travelling to school by active travel modes (Sustrans Hands Up Scotland Survey data)	72.8% of pupils travelling actively to school in 2018 (Sustrans Hands Up Scotland Survey data)	Increased number of pupils travelling to school by active travel modes (Sustrans Hands Up Scotland Survey data)	Annual	Permanent 20mph speed limits approved by ELC Cabinet March 2022. Transport Scotland initiative to expand 20mph speed limits and make the default national speed limit in built up areas 20mph rather than 30mph. School travel planning prioritised with 5 new school travel plans developed and funding for behaviour change interventions focused on school travel and parking.		
1.8h	Investigate and develop opportunities for business development training / apprenticeships for secondary pupils in the 'circular economy'		Economic Development; East Lothian Works; Education; external partners	Develop a programme of business development training / apprenticeships for secondary pupils in the 'circular economy'		Programme of business development training / apprenticeships in the 'circular economy' is developed and rolled out to secondary schools	2023	Developing renewables pathways with offshore wind providers		
1.8i	Support and expand pupils' engagement with and value of the local greenspace through Outdoor Learning as part of 'Learning for Sustainability' (LFS) within the Curriculum for Excellence including Award schemes (Duke of Edinburgh; John Muir Award; SQA secondary phase awards)	Curriculum for Excellence	Education; Outdoor Learning	Levels of participation in Lfs agenda	Lfs Vision 2030 from Education Scotland measured through the EVOLVE offsite education reporting system; DoFE engagement data; JMA engagement data; SQA awards	All schools delivering on vision on Lfs 2030. Measured through the EVOLVE offsite education reporting system. DoFE engagement data. JMA engagement data. SQA awards.	Annual	<ul style="list-style-type: none"> <li>Number of schools using local green space (out of school grounds) to extend their learning environment               <ol style="list-style-type: none"> <li>Primary - 33 of 34 (97%)</li> <li>Secondary - 6 of 6 (100%)</li> </ol> </li> <li>Number of schools using local green space (out of school grounds) to extend their learning environment without the direct support of ELC OLS               <ol style="list-style-type: none"> <li>Primary - 15 of 34 schools (44%)</li> <li>Secondary - 2 of 6 schools (33%)</li> </ol> </li> <li>John Muir Award (JMA) - 13 primary Schools (38%)</li> <li>Duke of Edinburgh Award Expeditions - 27 Expeditions</li> </ul>		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
<b>Key Priority Area 9: Climate Adaptation: A Resilient Council</b>										
1.9a	Implement the Corporate Risk Register and Risk Management Plans to Review the resilience of Council buildings and infrastructure networks to sustain and enhance the benefits and services provided	Corporate Risk Register; Risk Management Plans; Corporate Asset Management Plan	Protective Services; Risk Management; all relevant Services			Included within Risk Register	Annual	<p>The Climate Emergency risk in the Corporate Risk Register is being regularly updated by the Sustainability &amp; Climate Change Officer, Head of Development and Planning Service Manager. Planned measures of risk mitigation include investigating funding streams and strategies to mainstream climate action across Council Services, engagement with local partners to set carbon emissions reduction targets.</p> <p>Climate change adaptation, such as preparing for the impacts of climate change with increased frequency of severe wetter and warmer/dryer summers and wetter winters and floods covered by other Risks outlined in the Corporate Risk Register and Service Level Risk Registers.</p> <p>ELC is part of Adaptation Scotland's Capability Framework Benchmarking Working Group, which helps benchmarking, assessing progress and embedding climate change adaptation across Council processes.</p>		
<b>Outcome 2: Active Travel and Sustainable Transport are used for everyday journeys, to drastically cut emissions from transport and improve air quality</b>										
<b>Key Priority Area 1: Sustainable Transport</b>										
2.1a	Work with partners and key stakeholders, including national transport agencies and local public transport providers (bus and rail transport), to implement the Local Transport Strategy, enhancing and better integrating public transport provision and connectivity	Local Transport Strategy (LTS); Local Development Plan (LDP); Developer Contributions Framework	Roads Services; Transport Services; Planning Service; partners & stakeholders	As per Local Transport Strategy (LTS)	As per Local Transport Strategy (LTS)	As per LTS	ongoing	8 new high-profile Journey Hub bus shelters installed in town centres, which will be complemented by a new branding and wayfinding scheme next year. Bike racks will be added to the Journey Hubs.		
2.1b	Progress feasibility studies for, and progress implementation of, Sustainable Transport Hubs in East Lothian	LTS	Roads Services; partners including Transport Scotland and Energy Saving Trust	Feasibility studies for Sustainable Transport Hubs progressing		Feasibility studies for Sustainable Transport Hubs progressing; implementation of Hubs progressing	2022	Wallyford Journey Hub concept design complete and have implemented bus priority measures on The Loan at Wallyford Journey Hub, and chargers for new electric bus service will be installed in the spring. A new Active travel route will connect the hub to Wallyford Learning Campus and into Musselburgh in 2023.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
2.1c	Work in partnership with our communities to identify local travel and transport solutions and to ensure a fair and just transition to a carbon neutral East Lothian; explore options for shared community transport options, particularly for our rural communities	LTS; Area Plans	Roads Services; Connected Communities; partners & stakeholders including Area Partnerships, Community Councils, Tenants & Residents Associations	Community involvement in decision-making over local transport and travel solutions	Travel and transport actions in current Area Plans	Community approved travel & transport actions embedded in Area Plans and implementation programmes underway	ongoing	Active travel/'On the Move' groups, as sub-groups of the local Area Partnerships raising awareness of alternatives to car use, promoting cycling, e-bikes etc. Connected Communities Managers work with Roads colleagues to promote sustainable travel solutions locally, including supporting consultations. Community Intervention Funding capital grant was approved for Handicabs to develop their minibus service for people who are isolated with mobility issues. One Council Partnership Fund revenue grant of £10,000 for Handicabs also awarded to support this expansion.		
2.1d	Continue the promotion of sustainable transport options in East Lothian, including via Area Partnerships, East Lothian On The Move, Traveline, smart technology and mobile / digital technology	LTS; Area Partnership Plans	Roads Services; Transport Services; Connected Communities; Area Partnerships and other external partners	Awareness levels from Residents' Survey; number of behaviour-change interventions produced		Increased levels of awareness from Residents' Survey; increased number of behaviour-change interventions produced	2020 / ongoing	East Lothian Council continues to work with partners including SESTRan to deliver connected sustainable transport options through the GoSESTRan app		
2.1e	Explore options for shared community transport options, particularly for our rural communities		Transport Services; partners; Connected Communities			Proposals for shared community transport options established.	2024	Community transport solution to be explored for rural communities. Funding to carry out feasibility study needs to be sourced (with VCCEL). Suggest timescale revised to 2024.		
2.1f	Electric East Lothian: Continue the roll-out of new Electric Vehicle (EV) charge points around the county; improve management and maintenance of existing charge points	Electric Vehicle charge point (EVCP) strategy; LTS; LDP	Roads Services; Transport Scotland; Planning Service; partners	Number of EV charge points installed and in good working order	The first EVCP was installed in East Lothian in 2012	A Journey (Rapid) charger in each of our 12 largest towns; An increasing number of on- and off-street destination chargers for residential use	2023	We now have at least one Journey charging hub in each of our largest towns. In addition, we have an increasing number of on- and off-street destination chargers for residential use. We have gone from 3 chargers in 2017 to over 140 with funding secured for a further 75, to be delivered in 2023.		



Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
2.1g	Electric East Lothian: support the switch to Electric Vehicles (EVs) in East Lothian	Electric Vehicle charge point strategy	Roads Services; key partners and stakeholders	The number of electric vehicles registered, as a proportion of the total number of licensed vehicles in East Lothian	0.07% EVs in 2015	15% switch to EVs by 2023	2023	1.84% EVs at end of 2022  1.02% EVs at end of 2021  0.561% EVs at end of 2019		
2.1h	Develop guidance for the specification and installation of EV charge points in new developments charging points (including for new flatted / communal parking in developments)	EV charge point Strategy; LTS; LDP / Supplementary Planning Guidance	Roads Services; Planning Service; partners	EV Strategy and guidance		Implementation of EV Strategy and guidance	Completed	ELC Transport Planning and ELC Planning having good success applying our "Design Standards for New Housing Areas SPG 2020" guidance, ELC 'Climate Change Condition' and hosted Minister for Transport's announcement of Scottish Government's intention to legislate to ensure developers provide electric vehicle (EV) charge points in the construction of new residential and non-residential buildings as part of revised Scottish Building Regulations.		
2.1i	Work with businesses and other employment hubs to implement Green Travel Plans for staff, and work up a promotional campaign with rewards e.g. Sustrans' Scottish Workplace Journey Challenge		Roads Services; SECCO; partners; businesses	Number of Green Travel Plans for Staff produced for businesses / employers; number of staff travelling by active & sustainable modes		Increasing number of Green Travel Plans for Staff produced for businesses/employers; increasing number of staff travelling by active & sustainable modes	2022	Funding acquired for a Workplace Travel Forum, which will be launched in early 2023 providing travel planning advice to organisations alongside an annual event. Go eBike expansion to Eskmills Business Hub, which will also host an Enterprise electric car club vehicle from 2023, creating a workplace journey hub, also accessible by the wider community.		
<b>Key Priority Area 2: Active Travel</b>										
2.2a	Progress implementation of the Segregated Active Travel Corridor	LTS; LDP	Planning Service; Roads Services; developers; Sustrans; SEStran	Implementation of Segregated Active Travel Corridor progressing		Segregated Active Travel Corridor being implemented and being used	2020 / ongoing	Funding secured for technical design. Intention to bid for Sustrans funding for construction in 2023/24		
2.2b	Implement the actions in the Active Travel Improvement Plan (ATIP) (Local Transport Strategy)	LTS (ATIP); LDP; Developer Contributions Framework	Roads Services; Planning Service; Outdoor Access; Area Partnerships; Sustrans; SEStran; other partners	As per Active Travel Improvement Plan (LTS)	As per ATIP (LTS)	As per ATIP (LTS)	2020 / ongoing	No update.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
2.2c	Working with partners, including the East Lothian Cycle Forum and Area Partnerships, support and encourage community initiated projects, including with funding and infrastructure	LTS / ATIP; Area Plans	Roads Services; Outdoor Access; Connected Communities; funding partners; Area Partnerships; community partners; East Lothian Cycle Forum	Community initiated projects are incorporated into Area Plans and implemented		Community initiated projects are incorporated into Area Plans and implemented	2020 / ongoing	Countryside have specified significant works ready to go out to tender at Haddington/Longniddry Railway Walk and Levenhall Links. Smaller projects underway in Dunbar, Tynninghame and Whitekirk which will create better walking links into the wider countryside and reduce car journeys. All Area Partnerships asked if they wanted to contribute part of their Roads Allocation budget to match external grant funding. Fa'side AP allocated budget and Dunbar & East Linton AP and North Berwick AP are considering doing so also. Community supported digital walking and wayfinding routes piloted as part of the Go Jauntly app across all 6 AP's. Community input also received related to expansion of Go eBike in Musselburgh and Prestonpans. East Lothian Cycle Forum met on three occasions in 2022 with focus on route development, cycling engagement, events, and other cycle interventions, including audits of lining and signage around refuge islands.		
2.2d	Continue the promotion of active travel options in East Lothian, including via Area Partnerships, East Lothian Cycle Forum, East Lothian On The Move, Traveline, smart technology and mobile / digital technology	LTS; Area Partnership Plans	Roads Services; Transport Services; Area Partnerships; East Lothian Cycle Forum; external partners	Awareness levels from Residents' Survey; number of behaviour-change interventions produced		Increased levels of awareness from Residents' Survey; increased number of behaviour-change interventions produced	2020 / ongoing	Numerous active travel plans have been designed or constructed including Wallyford Loan (bus gate), new safer active travel routes to new Wallyford school campus and the Segregated active Travel Corridor, new branding and wayfinding in and around Journey Hubs about to be introduced.		
2.2e	Improve management and maintenance of walking routes and the Core Path Network, and continue to improve path surfaces to ensure access for all abilities, constructed for climate resilience (e.g. porous surfaces); ensure that our places encourage walking, with well-maintained streets, paths and public spaces that are fully accessible and fit for purpose; pedestrian priority; information on walking routes; walking / pedestrian infrastructure	Core Paths Plan; LTS / ATIP	Outdoor Access; Countryside Service; Roads Services; Connected Communities; Area Partnerships; funding partners; East Lothian Local Access Forum	Core Paths Audits data		Improved management and maintenance of Core Paths Network as per Core Paths Audits	2020 / ongoing	Core Path Network continues to be well maintained post Covid with small scale enhancements by Countryside Team including apprentice Rangers and very active Path Warden volunteers		

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2.2f	Work with partners to improve cycling route connectivity and safety, particularly to connect rural communities to larger settlements and/or public transport hubs and connectivity to local amenities	LTS / ATIP; Area Plans	Roads Services; Connected Communities; funding partners; East Lothian Cycle Forum	Progressing implementation of connecting cycle routes		Connecting cycle routes are being implemented and being used	2020 / ongoing	Ongoing.		
2.2g	Roll out electric bike and public bicycle hire hubs with associated infrastructure in partnership with communities / Area Partnerships	LTS	Roads Services; Connected Communities; APs; partners	Bike hubs established; e-bike usage		Electric bike hubs and bicycle hire hubs established; e-bike usage is increasing	2022	Roads Services are continuing the roll out of ebikes at Journey Hubs and are about to launch 3 e cargo bikes for first and last mile deliveries in town centres.		
2.2h	Support adult cycle training throughout the county		Outdoor Learning; Roads Services	Number of adult cycle training sessions and number of participants	None at present	Increased numbers of training sessions and participants	2023	East Lothian Council's Sustainable Transport Officer is working with Cycling Scotland to promote cycle training.		

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<b>Key Priority Area 3: Improving Air Quality</b>										
2.3a	Continue to comply with Air Quality Objectives (AQO) and improve air quality in Musselburgh's Air Quality Management Area (AQMA)	Local Air Quality Management Progress Reports	Protective Services (Environmental Health – Air Quality); Planning Service; partners	Local Air Quality Management – Annual Progress Reporting: Air Quality Objectives	AQOs were exceeded in 2013; this is when an AQMA was declared	Comply with all Air Quality Objectives (AQO); no exceedances of any objectives	2020 / ongoing	Monitoring for the 12-month period from 01/01/21 to 31/12/21 indicates that there were no exceedances of any AQO's in East Lothian during 2021. Concentrations of Nitrogen dioxide within the AQMA are significantly below the Annual Mean Air Quality Objective of 40ug/m3, with a maximum annual mean level of 30ug/m3 recorded at T31 - 69 High Street, Musselburgh. As there have been no exceedances of the Nitrogen dioxide Annual Mean AQO since 2016, East Lothian Council have carried out a Detailed Assessment of Air Quality in Musselburgh and the results confirm that there were no exceedance's of any AQO within the AQMA since 2016. The Detailed Assessment also concludes that future exceedances are unlikely. As such, it is the intention of East Lothian Council to seek the approval of the Scottish Government and SEPA for the revocation of the AQMA in Musselburgh. East Lothian Council have also updated their particular monitoring in Musselburgh and replaced the existing BAM PM10 for a new BAM PM Coarse System consisting of ET BAM1020 Beta-attenuation PM10 particulate analyser and ET BAM1020 Beta-attenuation PM2.5 particulate analyser. The new analysers were installed at the end of February 2022 and meet equivalence criteria of the reference method for Particulates. East Lothian Council shall continue to implement measures outlined within the AQAP and also develop and publish policies that supplement CAFS2 throughout 2022 and beyond and will report progress, including monitoring of PM2.5, in the Annual Progress Report due in June 2023.		
2.3b	Investigate collaborative working with City of Edinburgh Council to identify solutions to tackle traffic congestion and air quality in Musselburgh		Roads Services	Progression of collaborative solutions for Musselburgh with City of Edinburgh Council		Progression of collaborative solutions for Musselburgh with City of Edinburgh Council	ongoing	Roads Services are continuing its work with City of Edinburgh Council through the Bus Forum.		

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2.3c	Reduce exposure to poor air quality through urban placemaking, including appropriate green network solutions such as hedges / use of landscaping to buffer emitting development		Planning Service; Protective Services; Connected Communities; partners	Placemaking and urban planning of green solutions	The Council has already planted hundreds of urban trees	Increase green solutions as barriers / buffers to air pollution	ongoing	We continue to take opportunities to expand urban green network and landscaping opportunities including appropriate planting. Extensive tree planting has taken place this year in our communities through the Queen's Green Canopy and Climate Forest tree planting initiatives, including urban trees and 'street trees'.		
2.3d	Explore innovative technological solutions to improve urban Air Quality, including the latest version of the CityTree installation for Musselburgh	Local Air Quality Management Progress Reports	Protective Services (Environmental Health – Air Quality); partners	Explore ideas for innovative technical solutions to improve urban Air Quality	Phase 1 CityTree pilot project ran in 2018/19 in Musselburgh's AQMA	Development of innovative technical solutions to improve urban Air Quality	2025	No further action		
2.3e	Expand Air Quality awareness-raising campaign to end idling of vehicles; including promoting health and wellbeing implications of cleaner air	Air Quality Management	Protective Services; East Central Scotland Vehicle Emissions Partnership; partners; communities	Air Quality awareness-raising campaign produced		Air Quality awareness-raising campaign produced and rolled out; monitoring underway	ongoing	The partnership will coordinate three main advertising activity periods over the financial year, each of two weeks duration (August, December and March 2023). These will use creatives designed by Bauer and adapted for use on TV, radio, social media and Bus Backs. The deployment of switch off signs will continue at idling hot spots as well as the distribution of promotional items to direct people to the website "switchoffandbreathe.org".		

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<b>Key Priority Area 4: Climate Adaptation: Resilient Transport Networks and Infrastructure</b>										
2.4a	Implement the Road Asset Management Plan, Corporate Risk Register and Risk Management Plans, to ensure the road, rail and active travel network infrastructure, including coastal protection for coastal transport infrastructure, is future-proofed to withstand extreme weather events / tidal surges and future changes to the climate; ensure paths are constructed for climate resilience (e.g. porous surfaces); continue to monitor and review	LTS; Road Asset Management Plan, Corporate Risk Register, Risk Management Plans	Road Services; Structures & Flooding Team; national & local partners				ongoing	<p>3 flood studies, 1 surface water management plan (SWMP), 1 natural flood management study and 1 integrated catchment studies (ICS) were identified within the 2016-22 Forth Estuary Local Flood Risk Management Plans - of those identified 1 NFM study and 1 ICS are fully complete.</p> <p>In December 2022, the 2022-28 LFRMP's will be published. These plans identify 3 flood studies and 4 SWMP's where delivery will be led by ELC within 2022-28; some of these actions have passed on from the 2016-22 plans.</p> <p>Within all flood studies, an appraisal of the most suitable and sustainable set of actions to mitigate flood risk is undertaken. This appraisal includes computerised hydraulic modelling, which identifies the flood risk at different levels of risk called "return periods". Each flood study will follow SEPA's modelling guidance and include at least 3 scenarios that include an allowance for climate change (e.g. 1 in 200 year plus climate change flood risk).</p> <p>Corporate Risk Register updated.</p>		
<b>Outcome 3: Net Zero, Energy Efficient Homes and Buildings that are adapted for a changing climate</b>										
<b>Key Priority Area 1: Energy Efficient Homes and Buildings</b>										
3.1a	Continue to improve the energy efficiency of East Lothian's existing buildings, exploring options for low carbon and renewable heat and energy sources to meet the targets set out in the Energy Efficiency Scotland Programme to make Scotland's existing buildings near zero carbon wherever feasible.	LHEES; Local Housing Strategy (LHS); Asset Management	Strategy & Development; Projects Team; Scottish Government			Reduced Energy Consumption	Annual	A range of EWI, CWI and Solar PV works continue to be carried out to improve the energy efficiency of the existing housing stock, both private and Council owned, in East Lothian.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
3.1b	Maximise funding opportunities for energy efficiency measures across all housing tenures in East Lothian and continue to complete fabric improvements to domestic Council and private stock	LHEES; Local Housing Strategy (LHS)	Strategy & Development; Housing Team; Property Maintenance	Number of measures installed		Increased number of energy efficiency measures installed	Annual	22/23 EES; ABS project has commenced installing 9 Solar PV & batteries on properties in Prestonpans, Dunbar and Morham. We are looking to install CWI on mixed tenure blocks of flats which have been missed on previous projects in various locations. Property Maintenance service continues to meet with Strategy and Development colleagues on a monthly basis to discuss existing and new funding streams and opportunities.		
3.1c	Roll out the Energy Advice Service to support occupiers to run the buildings efficiently and effectively, particularly to those households most at risk of fuel poverty.		Strategy & Development	Number of homes visited by Energy Advisors			Annual	ChangeWorks has continued the advice service and has waiting lists recently due to high demand. We are working with colleagues in the Policy, Improvement and Performance team to actively look for ways to increase service capacity through possible partnerships with HES and ChangeWorks using funding from wind farm providers.		
3.1d	Improve knowledge and understanding of Council housing stock, i.e. condition, fuel poverty, energy efficiency		Property Maintenance	Number of Council housing assets with full stock condition intelligence		All assets to be physically surveyed on a 5-year rolling programme	Annual	A 5-year rolling survey programme assessing stock condition, energy efficiency & housing quality commenced in January 2020, however was halted due to the COVID pandemic. Since emerging from the pandemic, the programme has been further hindered due to long term sick and redeployment of resources.		
3.1e	Continuing to meet the Scottish Housing Quality Standard (SHQS) while also meeting Scotland's Energy Efficiency Standards for Social Housing (EESH) is a priority for all social landlords. Widen the range of technologies under consideration to allow compliance with the EESH2 standard by 2032		Property Maintenance	% of housing stock compliant with the SHQS / EESH	Annual return of the Social Housing Charter (ARC)	SHQS - ongoing. EESH - December 2020.	2020 / ongoing	SHQS Compliance – 63.11% (Pass – 5672; Fail – 3173; In Abeyance 134; Exempt – 9) & EESH1 – 90.29%. Overall reduction in compliance with the SHQS relates to inclusion of new items, namely the requirement for additional smoke, heat and CO detectors as well as more frequent electrical certification - drops in compliance across the wider social housing sector are very similar. The EESH element of SHQS (i.e. element 35) has however improved.		
3.1f	Identify solar PV opportunities for public and private buildings where technically feasible		Transformation Board; Strategy & Development; Property Maintenance	Number of PV installations	Zero		Ongoing	Pathfinder installation works completed Feb 2022, but due to delays with SPEN the Solar PV has not been connected to the grid, as yet.		



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3.1g	Continue to install LED lighting in our buildings and domestic stair wells. Exploring opportunities for future smart intelligent lighting		Strategy & Development; Property Maintenance				Ongoing	No further update. New lighting in ELCs domestic housing is modernised to the new LED specification on a find and fix basis.		
3.1h	Continue to explore setting up an Energy Service Company (ESCO)		Housing; Property Maintenance; Strategy & Development; Energy Transformation Board				Ongoing	No progress. See December 2021 update.		
3.1i	Continue to explore opportunities for new innovative energy efficiency work streams through the Energy Transformation Board		Energy Transformation Board				Ongoing	The Energy Transformation Board continues to meet regularly. A new LHEES Officer will be appointed in spring 2023. This person will be convener of the Board and be the key contact for improving energy efficiency and finding innovative heat and energy solutions in EL. Members of the board are liaising with expert in geothermal energy, district heating networks, solar farms etc. to support decarbonisation of energy and heat		
3.1j	Improve knowledge and understanding of private housing stock, i.e. condition, fuel poverty, energy efficiency, to help understand those properties that are failing to meet the Scottish Government's EPC target and help facilitate Scottish Government funding to those who are eligible for energy efficiency measures		Strategy & Development	Number of private properties with energy efficiency data		All assets to be surveyed and validated through systems such as Home Analytics and physical surveys	Annual	Home Analytics which is based on EPC data and credit scoring from Equifax (previously Experian was used) is used to assess stock. The issue with this information is that some of the data is cloned. The Energy Efficiency Team also using local knowledge to identify areas which may be suitable for energy efficiency measures. Once these areas are identified the addresses are given to the appointed contractor to survey. As part of the LHEES funding to test LHEES methodologies, a number of Heat Network Maps were created. Fuel poverty maps were also created by changeworks. LHS chapters on housing conditions and climate change and energy efficiency have also been prepared to inform the upcoming LHS 2023-2028.		

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3.1k	Review and update the Council's affordable housing specification and design guide to ensure all future developments are low carbon and sustainable		Strategy & Development			To review and update the Affordable Housing specification and design guide by March 2022	2022	The Supplementary Planning Guidance (SPG) on Affordable Housing will be reviewed line with the LDP review and be in accordance with the NPF4 and its climate policies. Ongoing - reviewing Affordable Housing Specification and Design Guide has not been possible due to team resource constraints. There remains the possibility of setting up a Technical Review Group but this will need be considered again in 2023/24. Consultants and Design Team working on Herdmanflat project could assist with the formulation of both documents while working up the specifications for the project. Will also have to link in with Energy Efficiency Policy and Net Zero Targets.		
<b>Key Priority Area 2: Opportunities for Sustainable Energy and Heat</b>										
3.2a	Participate in the Scottish Government's pilot Local Heat and Energy Efficiency Strategy (LHEES) Programme and respond to proposals to create a statutory framework for LHEES	LHEES	Strategy & Development; SECCO; Planning; Transformation Team; Scottish Government	Production of an East Lothian Local Heat and Energy Efficiency Strategy (LHEES) with identified actions		Production, adoption and implementation of an East Lothian Local Heat and Energy Efficiency Strategy (LHEES)	2023	ChangeWorks has been appointed to progress the LHEES pilot. Responsibility of LHEES has moved service: from Housing to Planning. The ELC's Sustainability & Climate Change Officer is regularly attending the LHEES Forums with the Scottish Government and the informal LHEES discussions between Local Authorities. A job description has been created for appointment of an LHEES Officer, which will put its full attention to decarbonisation of energy and heating. We are hoping that the new staff member will be in place spring 2023.		
3.2b	Explore with local communities to pursue local renewable energy schemes / Community Energy Schemes with local benefits, following on from LHEES	LHEES; Planning	Strategy & Development; SECCO; Planning; Transformation Team; Area Partnerships; Community Councils			To be developed during LHEES process	2025	LHEES Report was completed in May 2022 testing stages 1-4. Scottish Government now requires every Local Authority to prepare an LHEES by 2023. This work is ongoing with an LHEES Officer to be recruited in the near future.		
3.2c	Research opportunities to utilise local water bodies for renewables including local reservoirs and rivers		Energy Transformation Board				Ongoing	No progress has been made.		

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3.2d	Work with partners to continue projects to explore the use of low carbon District Heat Networks in order to capture and utilise waste heat from industry, Energy From Waste plants, ground-source heat from disused mines, other heat sources	LHEES; Local Development Plan (LDP)	Strategy & Development; Planning Service; SECCO; Transformation Team; external partners	Number of District Heating Networks in place and number of buildings etc. connected to them	Need to establish a baseline	Increased number of District Heating Networks in place and increased number of buildings etc. connected to them	2023	Ongoing. No progress has been made through the Energy Transformation Board in relation to this. There is national interest in progressing in this area and Blindwells may provide an opportunity for ELC to explore this.		
3.2e	Introduce a Planning Condition for developers to report on their actions taken to reduce the carbon emissions from the build and from the completed development	LDP; Climate Change Strategy	Strategy & Development; Planning Service; Building Standards		0		2020 / ongoing	For all relevant development proposals, planning officers continue to encourage developers to submit their proposals to reduce carbon emissions with their planning application. Where this has not been done, then the Council imposes a condition requiring details of measures to reduce carbon emissions to be submitted to and approved by the Planning Authority prior to the commencement of development.		
3.2f	Ensure all new build affordable housing delivered directly by the Council is as sustainable and low carbon as possible		Strategy & Development	Number of new build delivering renewable technology		All affordable new build projects as a minimum must meet the Scottish Government's Greener Standard and beyond where possible	Ongoing	Net Zero Carbon projects are on site and the team will continue to explore pilot opportunities to introduce new technologies or innovations. Herdmanflat Hospital site potentially provides an opportunity to introduce Passivhaus details or Gold Aspect.  The New Build Team will continue to ensure that all new affordable housing going forward will benefit from enhanced environmental standards and the use of innovative methods including zero carbon emission heating systems, electric vehicle charger points, photovoltaic panels, increased insulation and modular or modern methods of building systems.		

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<b>Key Priority Area 3: Climate Adaptation: Climate Ready Buildings</b>										
3.3a	Increase the awareness of the impacts of climate change and what individuals / homeowners / employers can do to adapt, by setting up a website central hub linking to information from ELC and relevant partner agencies	Climate Change Strategy; Resilient Communities initiative	SECCO; Strategy & Development; Web Team; external partners including Adaptation Scotland	Website Hub set up; number of 'hits' on website	None at present specifically for East Lothian	Website Hub set up; number of 'hits' on website increasing	2022	A new website has been created to focus more on how community groups and businesses can get involved in tackling the climate emergency. It includes link to sustainability community groups and initiatives for citizens of East Lothian to get involved in, and links with useful tips for businesses.		
3.3b	Continue to ensure that all Council properties meet Scottish Housing Quality Standards and Energy Efficiency Standards for Social Housing (ESSH) targets, which ensure homes are better adapted for a changing climate	Local Housing Strategy	Strategy & Development; Housing Team; Property Maintenance; Scottish Government	% of housing stock compliant with the SHQS / ESSH	Annual return of the Social Housing Charter (ARC)	SHQS - ongoing. ESSH - December 2020.	2020 / ongoing	ESSH compliance has continually improved year-on-year most recently from 86% in 2021 to 90% in 2022.		
3.3c	Work with partners to explore innovative options for adapting buildings and the urban environment for a changing climate, e.g. green roofs, green walls, ventilation adaptations, sustainable drainage systems		Strategy & Development; Housing Team; external partners and developers	Buildings / developments incorporating innovative green climate adaptation technologies	No baseline at present	Increase in number of buildings / developments incorporating innovative green climate adaptation technologies	2025	All new housing developments designed with Sustainable Drainage Systems (SUDS) since about 2015. New projects underway or progressing: Fa'side Lodge and Windygoul, Tranent, Lempockwells and - including installation of heating systems with zero carbon emissions and electric vehicle charge points. Scottish Government Affordable Housing benchmarks have increased and allow for additional greener measures, these are being applied for in addition to other funding to assist with overall costs; Enhanced environmental standards and innovative methods are being considered at all forthcoming projects.		
<b>Outcome 4: A Resource Efficient and Sustainable East Lothian and the route to Zero Waste</b>										
<b>Key Priority Area 1: Waste Reduction and Recycling</b>										
4.1a	Increase waste recycling in East Lothian to meet the 2025 target	Waste Management	Waste Services	% of total household waste that is recycled (national targets)	51.8% (2016/17)	70%	2025	53.9% (2021). Total waste generated in 2021 increased to 53,952 from 51,755 in 2020 and 49,979 in 2019. Total waste recycled increased to 29,093 from 27,137 in 2020 and 27,644 in 2019.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
4.1b	Work with Scottish Government to set interim targets for being a Zero Waste county		Waste Services; Scottish Government				As soon as possible; by 2025	Landfilled 10% of all NRW in 2020. Landfill used only as a contingency for planned and unplanned EfW plant outages.		
4.1c	Work with partners to progress installation of public taps / water fountains for refilling water bottles		Work with partners including Scottish Water / Planning Service	Number of taps installed		Increased number of taps installed	Annual	No progress has been made.		
4.1d	Support communities to progress towards and achieve Plastic Free Community status	Climate Change Strategy	SECCO; Waste Services; community partners					Inclusion in Climate Change strategy - enabling communities to achieve objective one on Local Governance.		
4.1e	Continue to assist businesses and event organisers to implement resource efficiency, energy efficiency and waste reduction measures		Economic Development; Resource Efficient Scotland (RES); businesses	Number of energy/resource efficiency measures installed; cost saved to businesses - as per RES data		Increased uptake of energy/resource efficiency measures by businesses; increased cost savings	ongoing	ELC's Sustainability & Climate Change Officer is working together with Legal & Licensing to support framework for no single-use plastic and waste reductions in business and event sector.		
4.1f	Develop and implement a Zero Waste Events policy		Economic Development & Strategic Investment; partners	Development of a Zero Waste Events policy	No policy currently in place	Zero Waste Events policy established	2025	ELC's Sustainability & Climate Change Officer is working together with Legal & Licensing to support framework for no single-use plastic and waste reductions in business and event sector. Some Zero Waste Refill shops and local ReUse events have been supported through community funding from ELC.		
4.1g	Progress revision of licencing / permits so lease-holders / activities are required to cut single-use plastic and strongly encouraged to attempt a zero waste activity and demonstrate carbon reduction strategies		Legal & Licensing; SECCO	Revised licencing / permits progressing	To be established	Progressing revision of licences / permits to reduce single-use plastic use and encourage zero waste ethos	2025	ELC's Sustainability & Climate Change Officer is currently working with Legal & Licensing to support the framework for businesses and events to opt out from single use plastic and progress to zero waste.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
4.1h	Continue to reduce the Carbon Impact of household waste generated and managed for East Lothian	Waste Management	Waste Services	Carbon Impact of household waste generated and managed for East Lothian (tCO2e) - from SEPA national data	In 2018: 110,686 tCO2e. Carbon Impact per tonne of household waste managed in 2018: 2.21.	Continued reduction in Carbon Impact per tonne of household waste managed (from SEPA data)	2025	2021 115,390 tCO2eq Carbon Impact per tonne of household waste managed was 2.13 NB: Changes have been made to how this is calculated and 2020 verified figure was updated to 111,532 so Carbon Impact per tonne of household waste managed was 2.15 in 2020		
<b>Key Priority Area 2: Circular Economy</b>										
4.2a	Work with partners to progress Circular Economy options for East Lothian's communities - including expanding 'Zero Waste' initiatives into all of East Lothian's communities		Waste Services; Economic Development & Strategic Investment; SECCO; partners including Zero Waste Scotland	Circular Economy initiatives / Zero Waste hubs progressing	Zero Waste Hubs currently in Musselburgh and Dunbar	Progressing Circular Economy initiatives / Zero Waste hubs in all of East Lothian's communities	2025	All four Recycling Centres across the county have reuse cabins.		
4.2b	Work with partners to support the establishment of Repair Cafés / facilities in each community, including the provision of storage facilities so that tool shares, toy libraries and household equipment libraries can be hosted		Waste Services; Economic Development & Strategic Investment; SECCO; Connected Communities; partners	Establishment of circular economy facilities progressing	Tool Library already established in Musselburgh	Increased number of circular economy facilities across the county	2025	Tool repair project supported at Kinwegar Recycling Centre and bikes and parts from all four Recycling Centres are collected for repair/reuse projects. Musselburgh Tool library was paused during COVID and is currently 'housed' at Fisherrow Centre. Connected Communities team exploring options to encourage members of the local community to take on running of the tool library, linked to sustainability agenda.		
4.2c	Businesses: Work with partners including Zero Waste Scotland to encourage circular economy business models among East Lothian's businesses		Waste Services; Economic Development & Strategic Investment; SECCO; partners including Zero Waste Scotland; businesses	Number of businesses using circular economy business models	Need to establish baseline	Increasing number of businesses using circular economy business models	2025	Project started with HMP Saughton providing large WEEE to the facility for repair and refurbishment, providing skills to incarcerated to reduce recidivism rates.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
<b>Key Priority Area 3: Reducing Litter and Plastic Waste</b>										
4.3a	Prepare a Code of Practice on Litter and Refuse (COPLAR)		Amenity Services	Preparation of Code of Practice on Litter and Refuse (COPLAR)		Code of Practice on Litter and Refuse (COPLAR) prepared	2025	East Lothian Council officer is currently part of a Working Group updating LEAMS / LMS monitoring methodology including consideration of how COPLAR is to be incorporated.		
4.3b	Reduction of litter through promotion / awareness-raising and initiatives, including supporting the work of local groups in reducing littering	COPLAR	Amenity Services; SECCO; external partners	To be established once Code of Practice on Litter and Refuse (COPLAR) developed			2025	Ongoing promotion and awareness-raising. We continue to support local litter-picking groups and individuals. An internal Litter & Fly-tipping Working Group is in place to coordinate work across council departments. ELLi (East Lothian Litter Initiative) still in place and promoted on the Council's website. We also continue to liaise with external partners.		
4.3c	Work with partners to implement practical and cost-effective solutions for reducing and eliminating micro plastic granule loss into the environment from all our artificial sports pitches	Climate Change Strategy	SECCO, Sports Development; Fidra; other external partners	Number of artificial sports pitches with solutions to reduce / eliminate micro plastic granule loss implemented	No sports pitches currently have installations to reduce / eliminate micro plastic loss	Increase number of Artificial sports pitches to have installations to reduce / eliminate micro plastic loss	Annual	Contract awarded to replace 2 x 3G pitches inclusive of mitigation measures. Delivery expected in December / January 2022		
<b>Outcome 5: A Low Carbon and Sustainable Economy</b>										
<b>Key Priority Area 1: Businesses and the Local Economy</b>										
5.1a	Implement Economic Development Strategy refresh: Take opportunities to encourage low carbon innovation, research, new business opportunities – e.g. in renewables	Economic Development Strategy (EDS)	Economic Development & Strategic Investment; partners	Development of low carbon innovation / research / new business opportunities: number of Business Gateway starts in this sector and Business Gateway growth meetings		Increasing number of Business Gateway starts in this sector and Business Gateway growth meetings. DDI (Data Driven Innovation) City Deal project offers innovation opportunities, exploratory stage.	Annually to 2025	New Local Economy Strategy to be in place by Summer 2023, core aims expected to include NZC and green recovery		



Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
5.1b	Work with partners to develop training and development opportunities in the low carbon technologies and renewables sectors to future-proof our county and our workforce for the technological advances of the future	EDS	Economic Development & Strategic Investment; partners	Development of training and development opportunities in the low carbon technologies and renewables sectors: Look to run Business Gateway workshops on Environmentally Sustainable business model – number each year with attendees		Increasing number of training and development opportunities in the low carbon technologies and renewables sectors	Annually to 2025	Developing renewables pathways with offshore wind providers		
5.1c	Work with partners to build low carbon planning, energy efficiency and sustainability advice into the East Lothian business support ecosystem, and continue to support businesses to reduce their carbon footprint, improve energy and resource efficiency, and increase sustainability in their processes, supply chains, packaging, distribution	EDS	Economic Development & Strategic Investment; partners including Resource Efficient Scotland	Number of businesses supported to improve energy/resource efficiency, as recorded by ELC's resource efficiency consultant		Increased number of businesses supported to improve energy/resource efficiency	Annually to 2025	Developing transition to NZC business support through Q4 22/23 with UKSPF funds, piloted in the first instance to refine offer, dual focus on reducing costs and reducing carbon/waste emissions.		Jan 2022: Cabinet confirms combining action 4.1e and 4.2c into this action
5.1d	Support the faster roll out of Superfast Broadband, including required infrastructure for new developments	EDS	Economic Development & Strategic Investment; partners	% of East Lothian properties with Superfast Broadband (30Mbps - National target)	85% (2016/17)	100% (2022)	2022	Coverage of existing properties now above 96% and R100 programme end extended. ED Officer recruited to new post to support identifying and fill not-spots.		
5.1e										ACTION DELETED IN JAN 2021

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
5.1f	Promote and add a new Business Gateway course on 'Running a Sustainable Business'	EDS	Economic Development & Strategic Investment; partners	Implementation of a Business Gateway course on 'Running a Sustainable Business'; number of participants	No course at present; need to establish baseline for minimum number of participants to make course viable	Business Gateway course on 'Running a Sustainable Business' implemented and promoted; minimum number of participants achieved	2025	Procurement for new contracts has been delayed.		
5.1g	Industry: Engage with local industry and work in partnership to support and encourage our local industries and national agencies to reduce emissions from industry (including exploring carbon off-setting projects), supporting the Scottish Government's targets		Economic Development & Strategic Investment; partners	Emissions from Industry sector, from UK Government data	2017 data for East Lothian: Industry & Commercial Electricity: 73.1 ktCO <sub>2</sub> ; Industry & Commercial Gas: 38.4 ktCO <sub>2</sub> ; Large Industrial Installations: 589.7 ktCO <sub>2</sub> ; Industrial & Commercial Other Fuels: 33.7 ktCO <sub>2</sub>	Decrease in emissions from Industry sector	Annual	2020 data for East Lothian from UK local authority and regional greenhouse gas emissions national statistics, 2005 to 2020, Table 2.1: Local Authority territorial carbon dioxide (CO <sub>2</sub> ) emissions estimates 2005-2020 (ktCO <sub>2</sub> e) - Full data set:  Industry Electricity = 26.9 ktCO <sub>2</sub> e Industry Gas = 18.7 ktCO <sub>2</sub> e Large Industrial Installations = 428.4 ktCO <sub>2</sub> e Industry 'Other' = 12.8 ktCO <sub>2</sub> e		
5.1h	Agriculture: Engage with farmers and landowners and work in partnership to support and encourage our local agriculture sector and national agencies to reduce emissions from agriculture and promote biodiversity and sustainability, supporting the Scottish Government's targets		Economic Development & Strategic Investment; Countryside Services; partners	Emissions from Agriculture sector, from UK Government data	2017 data for East Lothian: Agriculture: 19.1 ktCO <sub>2</sub>	Decrease in emissions from Agriculture sector	Annual	Opportunities taken, for example, at the Haddington Agricultural Show and via Climate Emergency Intern presenting at the Local Access Forum.		
5.1i	Work with partners to explore opportunities to develop the Carbon Capture, Utilisation and, potentially, Storage (CCUS) sector in East Lothian		Economic Development & Strategic Investment; partners			Cockenzie – NPF3 for renewable energy, ongoing engagement with potential investors	2025	ELC's Sustainability & Climate Change Officer attended a workshop with University of Edinburgh and other local authorities in south east Scotland to explore carbon capture storage potential and sites. Ongoing contact with these stakeholders		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
<b>Key Priority Area 2: Thriving Town and Rural Centres</b>										
5.2a										Action combined with 5.2a as of December 2021.
5.2b	Vibrant Low Carbon Local Economies – continue to support locally driven improvements to access, retail, service, and visitor experience in town and rural centres enhancing the circular economy ('shop local', farmers' markets, making connections to East Lothian Food & Drink, broad based business support, active and sustainable travel).	EDS; LTS; Town Centre Strategies; Area Plans	Economic Development & Strategic Investment; Connected Communities / Area Partnerships and other partners	As per EDS	As per EDS	As per EDS; linkages with Visit East Lothian channels	2020 / ongoing	Ongoing - VEL website relaunched including focus on walking and cycling, SOLE web platform launched to support shop local initiatives and increase local knowledge of EL based businesses.		
5.2c	Provide specific support and signposting for low carbon, zero waste, sustainable, and social enterprise / community wealth building business models.	EDS; Town Centre Strategies	Economic Development & Strategic Investment; Town Centre partners	As per EDS	As per EDS	As per EDS	2020 / ongoing	Continues via Business Gateway and Economic Development activities. CWB to be explored in more detail during 2023		
5.2d	Work with partners to investigate options for local business hubs / co-working spaces, and support local co-working initiatives, if demand is identified.	EDS; Town Centre Strategies	Economic Development & Strategic Investment; Town Centre partners	Number of local business hubs / co-working spaces progressing		Increased number of local business hubs / co-working spaces progressing. If demand is identified, then work with partners to realise this demand, based on funding, commitment from businesses, and availability of premises.	Annual	Impact of COVID on working models still to be seen fully, hubs and co-working spaces continue to be hard to develop / make pay.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
5.2e	Continue to develop, deliver, and support town, local, and village centre regeneration initiatives including the repair of and improvements to the insulation and energy efficiency of private and local authority business premises, and the reuse of vacant / derelict buildings and land for mixed use development.	LHS; LPD; EDS; Town Centre Strategies	Economic Development and Strategic Investment; Planning Service; Connected Communities / Area Partnerships and other partners	As per LHS, EDS, LDP, and Town Centre Strategies	As per LHS, EDS, LDP, and Town Centre Strategies	As per LHS, EDS, LDP, and Town Centre Strategies	2020 / ongoing	Place Based Programme funding to be utilised over next 3 years with other funds to deliver TC Regeneration, e.g. completion of Cockenzie CARS by 2023 and Dunbar Cars to 2025/26. Opportunities via multiple benefits from MFPS / MAT and other schemes, UKSPF investment plan includes commutes and place funding opportunities, e.g. to support reuse and regeneration of buildings in a sustainable manner.		Action combined with 5.2a as of December 2021.
5.2f	Enterprising Communities - Support local efforts to enhance East Lothian's town, local, and village centres, helping deliver community-led regeneration.	EDS; LDP; LHS; Town Centre Strategies; Area Plans	Economic Development and Strategic Investment; Planning Service; Connected Communities / Area Partnerships and other partners	As per LHS, EDS, LDP, Local Area Plans, and Town Centre Strategies	As per LHS, EDS, LDP, Local Area Plans, and Town Centre Strategies	As per LHS, EDS, LDP, Local Area Plans, and Town Centre Strategies	2020 / ongoing	ongoing + UKSPF funding identified to support key business sectors, including town centres		
5.2g										Jan 2022: Cabinet confirms combining action with 5.1d
5.2h	Proactive Planning – Encourage well connected, sustainable, low carbon town, local, and rural centre development, and recognising shifting retail and working trends, support mixed uses in centres to enhance sustainability and resilience	LDP; EDS; LHS; Town Centre Strategies	Planning Service; EDSI; Connected Communities / Area Partnerships and other partners	As per LDP, EDS and Town Centre Strategies	As per LDP, EDS and Town Centre Strategies	As per LDP, EDS and Town Centre Strategies	2020 / ongoing	The Planning authority in our decision making supports the principle of uses appropriate to our town and local centres, as well as well connected, sustainable, low carbon town, local, and rural centre development.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
<b>Key Priority Area 3: Climate Adaptation: Climate Ready Businesses</b>										
5.3a	Work with partners to encourage and support business, public sector and third sector organisations and other institutions prepare for the challenges and opportunities presented by climate change, including preparing Business Continuity Plans		SECCO; Economic Development & Strategic Investment (EDSI); partners including Adaptation Scotland	Number of businesses, public sector organisations and other institutions prepared for climate change impacts; number of Business Continuity Plans in place		Increasing number of businesses, public sector organisations and other institutions prepared for climate change impacts; increasing no. of Business Continuity Plans in place	2025	ELC's Sustainability & Climate Change Officer works closely with ED to support resilience among local businesses. A Capability Framework workshop is planned for spring 2023, in which ED will participate. One of the objectives of the workshop is resilient local businesses, community, and third sector.		
5.3b	Work with partners to raise awareness of climate change impacts on businesses / climate adaptation measures		SECCO; EDSI; partners including Adaptation Scotland	Number of articles / events		Increase number of promotional articles and events attended	2025	ELC's climate emergency website has been updated to include more guidance for local businesses to mitigate and adapt to climate change. ELC's Sustainability & Climate Change Officer attended ED's 'Meet the Council' event to talk with local businesses about the climate emergency.		
5.3c	Engage local businesses with the Resilient Communities initiative and the Council's Severe Weather Emergency Planning, to identify where they can provide support for our local communities in times of hardship due to climate and severe weather impacts	Resilient Communities initiative	Economic Development; SECCO; Protective Services; Emergency Planning, Risk & Resilience Team; businesses	Production of Emergency Response / Community Resilience plans to include local businesses		All Emergency Response / Community Resilience plans include local businesses	Ongoing to 2025	A workshop is planned end of March with Adaptation Scotland and Council Services including Economic Development, Protective Services and Emergency Planning, Risk & Resilience Team. Ways forward to strengthen climate change adaptation, including engaging local businesses with Resilient Communities will be covered.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
<b>Outcome 6: A Healthy and Resilient Natural Environment and the route to Carbon Neutral</b>										
<b>Key Priority Area 1: Our Natural Environment and Biodiversity</b>										
6.1a	Progress an extensive annual native Tree Planting and maintenance programme in East Lothian to offset carbon emissions, in appropriate locations	Biodiversity Action Plan	Sport, Countryside & Leisure; Connected Communities / Area Partnerships and other partners; volunteers	Number of native trees planted / hectares of new woodland planted annually	To be established (tree planting underway for many years)	Increased tree planting	annually	Ongoing. Encouraged and supported by Amenity Services / Tree Officer and Countryside Service / Countryside Rangers on Council-owned land. This year the Council has been part of the steering group for the Queen's Green Canopy tree planting initiative in East Lothian (led by the Lord Lieutenancy) which resulted in considerable interest and planting of trees by local communities, schools, businesses and landowners, in addition to extensive tree planting on Council land. Orchards have been progressed with community groups including at Lewisvale Park, Musselburgh. Extensive tree planting across East Lothian has taken place, contributing to the East Lothian Climate Forest (the planting of 2 million trees across East Lothian in 10 years). A Forest & Woodland Strategy for East Lothian is in development, which will inform further Climate Forest tree planting locations.		
6.1b	Prepare a Woodland and Forestry Strategy for East Lothian, as required by Scotland's new planning act		Sport, Countryside & Leisure; Planning Service	Preparation of a Woodland and Forestry Strategy for East Lothian		Woodland and Forestry Strategy for East Lothian prepared, adopted and implemented	2025	The Forestry and Woodland Strategy is approaching the stage of a draft for public consultation. It is likely that this will be re-named the Tree and Woodland Strategy as this better reflects the contents, however this strategy will meet the statutory requirement of producing a Forestry and Woodland Strategy. The consultation is likely to take place early 2023.		
6.1c	Plant 40,000m <sup>2</sup> of wildflower meadows in East Lothian each year to improve biodiversity and increase pollination	Biodiversity Action Plan	Sport, Countryside & Leisure; Connected Communities / Area Partnerships and other partners; volunteers	Area of wildflower meadows planted	30,000m <sup>2</sup> (2019)	40,000m <sup>2</sup> annually	annually	Ongoing – we continue to progress this. New opportunities are being taken wherever possible, including working with local community groups to plant wildflower areas and identifying opportunities to re-wild areas		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
6.1d	Review and update actions in ELC Countryside Site Management Plans to ensure they reflect best practice in site management for carbon sequestration / carbon storage potential – particularly for Aberlady Bay, John Muir Country Park, Gullane Bay; subject to the appropriate Habitat Regulations Assessment	ELC Countryside Site Management Plans	Countryside Service	Production of revised Countryside Site Management Plans that reflect best practice in carbon sequestration / storage potential	Current actions in Countryside Site Management Plans	All Countryside Site Management Plans have actions that reflect best practice in carbon sequestration / storage potential	2025	Standard policy applied to site plans: "Cognisance of Climate Emergency will be central to all site management in the future. Habitat management will need to take account of predictions of increased temperature, changes in rainfall patterns and sea level rise, and endeavour to adapt site ecosystems to be resilient to such change. Although the carbon footprint of the Reserve is very small, there are steps that should be taken to reduce it further and it is important for the site to both play its part in a collective effort to reduce global temperature rise and to demonstrate to others what measures are possible. The science is now clear: "Climate change is real and human activities are the main cause." (Intergovernmental Panel on Climate Change). Cognisance of this will be central to all reserve management in the future. Habitat management will need to take account of predictions of increased temperature, changes in rainfall patterns and sea level rise, and endeavour to adapt site ecosystems to be resilient to such change. Likely evidence of the impacts of a changing climate can be seen at the nature reserve, from: declines in wintering and breeding birds; the arrival of northward-advancing insect species; increased temperatures; and widespread, drier conditions throughout its wetland habitats. Although the carbon footprint of the Reserve is very small, there are steps that should be taken to reduce it further and it is important for the site to both play its part in a collective effort to reduce global temperature rise and to demonstrate to others what measures are possible.		
6.1e	Implement actions in revised ELC Countryside Site Management Plans to ensure countryside sites / natural habitats are in prime condition to sequester and store carbon; subject to the appropriate Habitat Regulations Assessment	ELC Countryside Site Management Plans	Countryside Service; partners; volunteers	Condition of Countryside Sites indicator	Baseline Condition has been established for all relevant sites	Increased Condition of Countryside Sites indicator score; countryside sites / natural habitats are in prime condition to sequester and store carbon	2025	Many actions disrupted by COVID. More achieved than 2021 because of employment of seasonal Countryside Rangers.		



Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
6.1f	Produce an updated Biodiversity Action Plan to tackle the Ecological Emergency	Biodiversity Action Plan	Countryside Service	Production of updated Biodiversity Action Plan		Updated Biodiversity Action Plan published	2022	The Scottish Biodiversity Strategy was put out to consultation in Summer 2022. This provided an indication of the direction of travel. Following consultation, the amended strategy plus a detailed action and delivery plan is expected Spring 2023. There is an evident need for the LBAP to be refreshed, however key risks include lack of funding and staff capacity to deliver on this. Informal discussions have been held with key stakeholders including Scottish Wildlife Trust, The Wildlife Information Centre, Scottish Ornithological Club and Botanical Society of Britain and Ireland and it is envisaged that the local biodiversity partnership will be reconvened in early 2023, with a view for the draft LBAP to be put out to consultation by Autumn 2023 to align with the published Scottish Biodiversity Strategy.		
6.1g	Implement the Biodiversity Priorities in the East Lothian Biodiversity Action Plan across East Lothian	Biodiversity Action Plan	Countryside Service; partners; volunteers	As per Biodiversity Action Plan			Ongoing / 2025	Remains ongoing. Key projects this year included surveying sites for Northern Brown Argus (an LBAP priority species) and working with local golf courses to encourage management for biodiversity, particularly grassland habitats. Conservation grazing has been maintained at 3 sites, with funding applied for through the Agri-Environment Climate scheme to support continued delivery of this 2023-2028		
6.1h	Naturalise amenity grassland to enhance local biodiversity, improve natural habitats and support wildlife	Biodiversity Action Plan	Countryside Service; volunteers	% of amenity grassland naturalised		10% of amenity grassland naturalised	2022	Areas of amenity grassland have been identified and relaxed in most communities, including Edenhall in Musselburgh, East Links Port Seton, Direlton Common, St Martin's Kirk in Haddington and the Lodge grounds in North Berwick. The purchase of specialist machinery in 2021 through the Nature Restoration fund has enabled areas of amenity and coastal grassland to be managed more sympathetically. In 2022, Gullane Bents and Longniddry Bents were cut for the first time using the cut and lift machine, alongside areas at Aberlady Bay, Yellowcraig and Levenhall Links. The impact of this management is monitored by the Countryside Rangers and local specialists, with early indication that this has resulted in a greater diversity of plant life.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
6.1i	Protect the status of designated sites, and enhance the natural resource (particularly woodland, saltmarsh, peatland and other carbon rich soils which function in carbon sequestration), working with national partners	Biodiversity Action Plan, LDP, Green Networks Strategy SPG	Countryside Service; partners	As per national site condition monitoring indicators	Baseline established as per national site condition monitoring indicators	As per national site condition monitoring indicators	Ongoing / 2025	Many actions disrupted by COVID. More achieved than 2021 because of employment of seasonal Countryside Rangers. Conservation grazing is maintained at three SSSIs (Barns Ness, North Berwick Law and Traprain Law) with the aim of improving the condition of the designated site.		
6.1j	Woodland creation / enhancement, native tree planting and hedgerow planting in and around our communities (in appropriate locations) to offset the carbon emissions and traffic pollution in urban areas	Green Networks Strategy SPG; OSS; Forestry & Woodland Strategy; LDP	Sport, Countryside & Leisure; Strategy & Development; Connected Communities / Area Partnerships and other partners	Areas of native woodland planted; number of native urban/street trees planted	As per ELC Tree Management (Amenity Services) baseline	Increased areas of woodland in and around towns; increased numbers of urban/street trees	Ongoing / 2025	As Action 6.1a. Continue to be implemented in new developments.		
6.1k	Work with farmers and landowners to maximise carbon storage potential of land-use by planting of woodland or individual trees; peatland restoration and conservation projects; wetland creation; carbon sequestration, working with national agencies	Biodiversity Action Plan; Green Networks Strategy	Countryside Service; national and local partners	National indicators; implementation of conservation projects working in partnership	As per national indicators	As per national indicators; Conservation projects implemented working in partnership	Ongoing	Partnering with the East Lothian Climate Forest team to progress.		
6.1l	Undertake projects to improve and encourage biodiversity & wildlife and enhance natural habitats in and around our communities and urban areas, including managing amenity greenspace for biodiversity / pollinators, riverside habitats, grasslands	Biodiversity Action Plan; OSS	Sport, Countryside & Leisure; the Wildlife Information Centre (TWIC); partners; volunteers	Number of local biodiversity projects supported; records / surveys of urban wildlife	As per Wildlife Information Centre records; Biodiversity Action Plan	Increased number of local biodiversity projects supported; increased records of urban wildlife	Ongoing	Funding from Scottish Government (Nature Restoration Fund) in Summer 2022 has enabled a range of restoration management projects. For the benefit of pollinators and wider biodiversity. Project ongoing, due for completion Spring 2023. Further projects have been identified in partnership with community groups, with a particular focus on wildlife corridors in an urban setting. A Bioblitz was undertaken with Gullane community members to encourage understanding and appreciation of nature within the village.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
6.1m	The Council's Countryside Ranger Service to interpret / educate / raise awareness of climate change mitigation, adaptation and sequestration as part of their remit	ELC Countryside Ranger Service Roles and Remit	ELC Countryside Ranger Service	Inclusion and implementation of interpretation / education / awareness-raising about climate change mitigation, adaptation and sequestration in ELCRS remit	Currently undertaken as required / when opportunities arise	Inclusion of interpretation / education / awareness-raising about climate change mitigation, adaptation and sequestration in ELCRS remit and being implemented	2022	Disrupted by COVID this year. Engaged in Climate action week and shared learnings		
6.1n	Work in partnership to look after the marine environment, including East Lothian's coast and beaches (e.g. beach cleans), including the responsible use and enjoyment of the coast	Countryside Site Management Plans	ELC Countryside Ranger Service; partners; volunteers	Actions in Countryside Site Management Plans; number of beach cleans / promotional events etc.	As per actions in Countryside Site Management Plans	As per actions in Countryside Site Management Plans; maintain & increase numbers of beach clean events / promotional events etc. as appropriate	Ongoing	Disrupted by COVID this year. Partners in Restoration Forth and sea grass establishment trial.		
6.1o	Investigate the impacts of increasing recreational pressures on East Lothian's coast, including recreational disturbance to habitats and wildlife, and the cumulative impacts		Sport, Countryside & Leisure; Economic Development; partners; Planning Service	Production of study into impacts of increasing recreational pressures on East Lothian's coast		Production of study into impacts of increasing recreational pressures on East Lothian's coast, to inform future management	2025	Rural Tourism and Visit Scotland funding secured to enhance facilities on the coast. Land Management Rules in place and byelaws drafted to regulate activities.		
<b>Key Priority Area 2: Climate Adaptation and the Natural Environment</b>										
6.2a	Promote and facilitate the adaptation of the natural environment by enhancing natural habitats and landscape features e.g. coastal dune systems, saltmarsh; subject to the appropriate Habitat Regulations Assessment	Countryside Site Management Plans; Green Networks Strategy	Countryside Service; partners	As per Countryside Site Management Plans; Biodiversity Action Plan	As per Countryside Site Management Plans; Biodiversity Action Plan	As per Countryside Site Management Plans; Biodiversity Action Plan	Ongoing	Coastal adaptation funding announced and aspirations to update the Shoreline Management Plan. Nature Restoration Fund available for converting sea buckthorn scrub to dune grassland. Coastal grassland management and enhancement continues following Nature Restoration Funding in 2021/22.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
6.2b	Work with landowners to create connected blue networks and progress natural flood management, natural river flood protection measures / floodwater storage by improving and creating natural riverine habitats, including freshwater marshland, wetlands and Sustainable Drainage System opportunities	Flood Risk Management Strategy; Flood Protection studies; Green Networks Strategy	Structures & Flooding Team; Countryside Service; landowners	Opportunities are taken to work with landowners to improve blue networks and natural flood management; Progression of natural river flood protection measures	As per Flood Risk Management Strategy; preliminary studies underway	Increased blue network connectivity and areas of natural flood management identified; natural river flood protection measures and habitat improvements progressing	2025	All flood studies identified within the Local Flood Risk Management Plans will aim to provide actions that provides the most sustainable set of actions to mitigate flood risk, this assessment/option appraisal will include natural flood management.  All flood protection schemes consider climate change within their option appraisal. Countryside partners in LFRMP.		ACTION NOW COMBINED WITH ACTION 6.2E - Cabinet approved, Jan 2021
6.2c	Plant trees and hedgerows around urban areas to create natural areas of shade and shelter	Forestry & Woodland Strategy; Biodiversity Action Plan; Green Networks Strategy	Sport, Countryside & Leisure; Connected Communities / Area Partnerships and other community partners	Length of hedgerows planted; number of urban/street trees planted	As per ELC Tree Management (Amenity Services) baseline	Increased length of hedgerows planted; increased numbers of urban/street trees	2025	Ongoing. Tree planting and hedgerows incorporated into new developments where appropriate. Tree planting has been undertaken at Levenhall with support from local communities. The Forest and Woodland Strategy (in progress) has further identified suitable areas for planting both trees and hedgerows in urban areas.		
6.2d	Continue to control invasive species	Countryside Management Plans	Sport, Countryside & Leisure; partners	Eradication of non-native invasive plant species	As per management of invasive species	Work towards eradication of non-native invasive plant species	Ongoing / 2025	Continuing. Amenity Services continue to control Giant Hogweed alongside the River Esk in Musselburgh to prevent detrimental impact on flood protection work.		
6.2e										ACTION DELETED IN JAN 2021

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
6.2f	Incorporate into LDP and implement the climate change adaptation measures for new developments as set out in East Lothian's Green Network Strategy Supplementary Planning Guidance (SPG)	LDP; Green Networks SPG	Planning Service; Sport, Countryside & Leisure	As set out in Green Network Strategy SPG	As set out in Green Network Strategy SPG	Development of adaptation measures as set out in Green Network Strategy SPG	Ongoing / 2025	A Green Network Working Group has been convened to oversee the implementation of the Green Network Strategy and coordinate delivery of green network projects on the ground, including investigating methods of financing these. National Planning Framework 4 was laid before Scottish Parliament in November 2022. This contains policy on green networks, climate change and nature networks, which will become part of the development plan once adopted. This will provide a stronger policy basis for implementation of climate change adaptation measures for new developments. Green Network Strategy 'tasks'8. Aim to combat flooding through natural environment measures - included as NPF Policy 3 Biodiversity section (bii) which requires nature based solutions to be integrated into new development wherever feasible. We consider this would apply to flooding. 9. Protect key green network assets when planning and providing flood/erosion defences. Musselburgh Flood Protection scheme is considering how to incorporate key green network assets around the Esk into the scheme. 10. Consider water management holistically, including implementing multi-functional SUDS. The Council has commissioned a high level vision, Climate Evolution, which aimed to address issues of flooding and unintentional discharge of the sewer system into the Forth through natural flood management, as well as improving the blue-green infrastructure of the area for recreation and biodiversity. As part of the evidence gathering for LDP2, SUDS schemes for major developments will be reviewed to see if multi-functional benefits have been provided. NPF4 Policy 22 on flood risk and water management c(ii) requires that all proposals should manage all rain and surface water through sustainable urban drainage systems (SUDS), which should form part of and integrate with proposed and existing blue[1]green infrastructure. All proposals should presume no surface water connection to the combined sewer. 11. Consider climate change when designing landscaping schemes and tree planting. NPF4 Policy 2 on climate adaptation says "Development proposals will be sited and designed to adapt to current and future risks from climate change." 12. Consider the use of green walls and green roofs in urban areas to address climatic changes. NPF Policy 3 (a) and (bii) on encouraging nature based solutions could encourage this. 13. Design public realm in urban areas to create comfortable environments in a changing climate, for example places and routes that offer shelter and shade. This was included in the Design Standards for New Housing Areas SPG. We will look at how this has been implemented as part of the review of the current LDP.		
6.2g	Reinforce path networks alongside rivers by willow setting (a natural riverbank stabilisation technique with green network benefits for biodiversity)	Core Paths Plan	Countryside Team; volunteers	Use this technique for core paths improvements / stabilisation wherever possible	Already underway	Continue to use this technique for core paths improvements / stabilisation wherever possible	Ongoing / 2025	Ongoing where feasible.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
<b>Outcome 7: East Lothian's Communities are places encouraging a Low Carbon Lifestyle and are prepared for the effects of Climate Change.</b>										
<b>Key Priority Area 1: Our Communities and Placemaking</b>										
7.1a	Work in partnership with our communities to support our communities towards becoming Net Zero Carbon, including enabling community initiatives for carbon cuts, sequestration and adaptation, and delivering improvements to the public realm in towns	Scottish Government's updated Climate Change Plan, once published	SECCO; Strategy & Development; Connected Communities; partners including Scottish Government	To be confirmed by Scottish Government's updated Climate Change Plan	To be confirmed by Scottish Government's updated Climate Change Plan	Reduction in Carbon Emissions	Annual	ELC's Sustainability & Climate Change Officer has been delivering climate emergency workshops to Area Partnerships, engaged with the creation of East Lothian Climate Action Network, and attended meetings and evening events with sustainability community groups to support climate action. Work is also being undertaken with the Scottish Government and Sustainable Scotland Network around public engagement and behaviour change to achieve net zero. This is especially important given UK Climate Change Committee's report on 60% of the changes needed to achieve net zero are either behavioural or societal.		
7.1b	Implement the Green Network Strategy to ensure connectivity, accessibility and enhancement of green spaces and green networks, including native tree planting / hedgerow planting in urban areas, wild spaces for nature, linked with blue networks and Sustainable Drainage Systems	Green Networks Strategy SPG; LDP; Open Space Strategy (OSS)	Sport, Countryside & Leisure; Planning Service; Strategy & Development	Greenspace connectivity in our settlements and new developments; 'Quality of Urban Greenspace' environmental indicator: Landscape Audit Management System (LAMS) score	Current LAMS score for our urban greenspaces as per OSS	All settlements have connected green networks close to where people live; LAMS score increasing	Ongoing	Ongoing. We continue to progress delivering actions in our communities and take opportunities wherever we can. A Green Network Working Group has been convened to oversee the implementation of the Green Network Strategy and coordinate delivery of green network projects on the ground, including investigating methods of financing these. Some actions have come forward in accordance with this, including the work on ClimatEvolution. The Green Network Strategy, having been adopted as Supplementary Planning Guidance, should be referred to by Development Management officers in deciding planning applications. It was also intended that it would be used to support funding applications, however there has been insufficient officer time to pursue this. The next steps are to examine any difficulties with implementation of the strategy, and how this can be addressed.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
7.1c	Ensure that Core Path network, active travel network and wider path network are integrated and connect residential areas (including new developments) with settlement amenities, destinations, parks/open space, transport hubs; path networks in and around settlements should include shorter recreational circuits; paths should be constructed for climate resilience (e.g. porous surfaces)	Core Paths Plan; LTS / ATIP; LDP; Developer Contributions Framework	Outdoor Access; Countryside Service; Roads Services; Planning Service	Length of Core Paths and length of promoted active travel routes; path and active travel connectivity	Current length of Core Paths and length of promoted active travel routes	Increased length of paths & active travel routes; particularly in urban/semi-urban areas; increased path & active travel connectivity	ongoing	Ongoing.		
7.1d	Ensure connectivity of residential areas with local sustainable transport modes, including buses / bus stops, to reduce reliance on the car; maps of routes available to new residents to encourage active travel	LTS	Roads Services; Transport Services; Planning Service; Connected Communities / Area Partnerships and other partners	As per LTS	As per LTS	As per LTS	ongoing	APs and Connected Communities teams can promote active travel but do not lead on planning transport. Some concerns that new housing developments on outskirts of towns without public transport links in place are encouraging car use (e.g. Wallyford) and increasing isolation for those without cars.		
7.1e	Implement the objectives of the Open Space Strategy to ensure Quality Open Space (amenity open space), which functions in climate change mitigation and adaptation	Open Space Strategy (OSS)	Sport, Countryside & Leisure	'Quality of Urban Greenspace' Landscape Audit Management System (LAMS) score		All amenity open space at 60% quality standard; all parks at 70% quality standard; maintain and improve LAMS scores	ongoing	Ongoing. We continue to implement the Open Space Strategy and achieve these objectives, as evidenced by successful 'In Bloom' entrants for example. The Open Space Strategy is currently under review and work has commenced on our next Open Space Strategy, which will include key outcomes and actions in relation to tackling the Climate and Nature Emergencies, including climate change mitigation and adaptation.		



Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
7.1f	Vacant or Derelict Sites: Encourage the local community to identify vacant or derelict sites and work in partnership to improve these to the benefit of the appearance of the local area, biodiversity and potentially community growing projects	LDP; Vacant and Derelict Land Survey; Open Space Strategy (OSS); Area Plans	Sport, Countryside & Leisure; Connected Communities; Area Partnerships; partners				2025 / ongoing	Not many Council-owned vacant sites, although community groups have come forward interested in progressing this at some locations and we are working to support them where possible and feasible. Investigating opportunities that may arise through development of the Local Food Growing Strategy. Connected Communities will participate in the food growing strategy group to ensure local communities are engaged. (Amenity Services leading on this) Strong demand for community gardens, allotments/ food growing. East Lothian Friendly Food Network will be helpful to promote these opportunities, encourage healthy eating and reduce food waste.		
7.1g	Support community led regeneration, including bringing empty properties back into use, to improve town centres and rural areas	Local Housing Strategy (LHS)	Housing Strategy; Economic Development				2023	A Review of Empty Homes was completed in 2019. The Scottish Government are currently reviewing funding arrangements for bringing Empty Homes back into use. No progress has been made as of December 2022. This action will be reviewed as part of preparation for the LHS 2023-2028 and be in accordance with the Housing to 2040 Strategy by the Scottish Government.		
7.1h	Support community initiatives such as cooking classes, community kitchens, food growing, community entertainment to reduce the need to travel and support vibrant and sustainable communities	Area Plans	Area Partnerships; Connected Communities Food Friendly East Lothian network established	Community initiatives supported by the Council		Number of community initiatives supported by the Council	Ongoing	Community cookery classes taking place in some community centres, including Wallyford and Whitecraig, working with Cyrenians. East Lothian Food Friendly Network and Pennypit Trust (operating in PSG and Fa'side) also promoting cookery classes in communities. Aiming to roll out more widely in other areas.		
7.1i	Work with partners to promote sustainability and reducing the carbon footprint of local sporting activities in our communities		Sports Development; partner organisations	Number of sports clubs implementing 'sustainability statements'		Increasing number of local sports clubs implement 'sustainability statements'	Ongoing	Launch of East Lothian Kit Stop across Secondary Schools and Sports Centres encouraging re-use of sports equipment and clothing. Initial discussion at Community Sports Hubs regarding options for sustainability and mitigating measures to be further developed in 2023.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
7.1j	Awareness-raising campaign aimed at home owners / occupiers to enhance garden ground to tackle climate change mitigation, adaptation and sequestration, and enhance biodiversity (including the planting of native trees / appropriate shrubs; provision of food growing space / fruit trees); encourage homeowners not to replace garden ground with hard-standing or artificial turf		SECCO; partners	Publicity campaign implemented	No publicity campaign in place	Publicity campaign implemented to raise awareness	2025	Awareness-raising campaign is under consideration. Promotion of tree planting in garden ground through the Council's support for the 'Queen's Green Canopy' tree planting initiative (which also includes tree planting on public and privately owned land). Investigating opportunities that may arise through development of the Local Food Growing Strategy. Launch of East Lothian Kit Stop across Secondary Schools and Sports Centres encouraging re-use of sports equipment and clothing. Initial discussion at Community Sports Hubs regarding options for sustainability and mitigating measures to be further developed in 2023.		
7.1k	Work with partners to take opportunities to improve water management, including rainwater harvesting and grey water harvesting, and creation and enhancement of blue infrastructure for both carbon off-setting and natural flood management	LDP; SUDS Guidance; Green Network Guidance	Amenity Services; Planning Service; Sport, Countryside & Leisure	Development Proposals / Pre Application advice; open space enhancement	LDP Delivery Programme, Open Space Strategy	Number of watercourses enhanced or SuDS implemented in an environmentally sympathetic manner	2025	Blue/green network and blue/green infrastructure enhancements under consideration by internal Green Network Working Group, including natural flood management opportunities. All SuDS Designs in Planning Applications are assessed for compliance with Council's SuDS Design SPG. Countryside Rangers supporting the delivery of Restoration Forth, which aims to restore and enhance seagrass meadows at Tynninghame.		
<b>Key Priority Area 2: Planning for New Developments</b>										
7.2a	Enforce Planning Condition for all relevant development proposals to report on the actions to be taken to reduce the Carbon Emissions from the build and from the completed development, including the provision of renewable technology and infrastructure for new car charging points	Planning Condition	Planning Service; Building Standards	Reports submitted on actions to reduce carbon emissions from new developments		All relevant development proposals to submit reports on the actions to be taken to reduce carbon emissions	2020 / ongoing	Where possible, the Planning Authority encourage applicants to submit their carbon emission reduction reports as part of their planning application. Planning officers continue to seek to ensure that our carbon emission reduction condition is complied with and would consider whether it was expedient to take enforcement action should the condition be breached.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
7.2b	Progress embedding the Just Transition to Net Zero into the planning process through our next Local Development Plan for example by pursuing low carbon heating from the groundwater heat source from our coalfields, and Climate Resilient new developments adapted for future climate change impacts	Next LDP; National Planning Framework	Planning Service; national partners	Just Transition to Net Zero is being embedded into next LDP		Progress embedding Just Transition to Net Zero into next LDP	2025	The East Lothian Local Development Plan (LDP) was adopted in September 2018, and is 'in-date' until 2023. The Planning Policy and Strategy team is completing a work package on integrating climate change issues into the LDP in accordance with the soon to be adopted National Planning Framework 4. The next step will be the production of an Evidence Report, which will set out where we are now, and how we intend to take forward this work. Consultation will be carried out on the Evidence Report. In addition, we are currently exploring the feasibility of mine water geothermal heat options in our former coalfields; and we are exploring options to progress low/zero carbon heat and energy sources for housing.		
7.2c	Implement the Local Development Plan policies and Supplementary Planning Guidance on Green Networks, Sustainable Drainage Systems (SuDS), open space, allotments, active travel and sustainable transport connectivity in new developments, Travel Plans for residential and non-residential developments, green corridors for people and wildlife; encourage developers to facilitate the restoration of degraded watercourses, where possible	LDP and Supplementary Planning Guidance; Green Network Strategy SPG; Design Standards for New Housing Areas SPG (in prep); Open Space Strategy	Planning Service; Sport, Countryside & Leisure	As per LDP policies and Supplementary Planning Guidance	As per Local Development Plan policies and Supplementary Planning Guidance	As per LDP policies and Supplementary Planning Guidance	Ongoing to 2025	Ongoing. The Policy and Strategy team are at the early stages of reviewing the effectiveness of LDP policy in meeting its aims, and identifying any challenges for implementation. This will include reviewing outcomes on Green Networks, SuDS, active travel and sustainable transport connectivity in new developments.		
7.2d	Include key elements of Design Standards for New Housing Areas Supplementary Planning Guidance (SPG) and Green Network Strategy in next LDP. Until such time implement SPG in new development.	LDP	Planning Service	Design Standards for New Housing Areas SPG prepared and implemented	Draft produced in 2018/19	Design Standards for New Housing Areas SPG implemented	2020 / ongoing	Ongoing. Central Scotland Green Network remains as a national development in NPF4 (as laid before Parliament). There are reference to Green Networks and green and blue infrastructure throughout the document.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
7.2e	Explore Net Zero town of the future, including by pursuing low carbon heating from the groundwater heat source from our coalfields, and a Climate Resilient new town that is adapted for future climate change impacts	City Deal	Development Planning; partners				2025	We have commissioned a mine water geothermal feasibility study that is now largely complete. Its findings to date are that, whilst there is an opportunity for a demonstrator at Prestongrange Industrial Heritage Park, pilling works to develop that site have impacted the surface discharge that may have been utilised as an innovative means of accessing mine water heat; the Energy Transformation Board has decided that more conventional methods there are not affordable. Across the Coal field, opportunities exist at Craighall, Wallyford, Tranent, Blindwells and Cockenzie. The Energy Transformation Board decided to focus on Cockenzie as Hargreaves is progressing Blindwells with Zero Waste Scotland and the Coal Authority. The study has revealed two potential abstraction sites at Cockenzie, with scope for two District Energy Networks, in addition to the potential at Blindwells. Together the energy opportunity in that area is circa 6-9MW (circa 2.5MW at Cockenzie and 5-6MW at Blindwells). The next steps are to test the hydrological connectivity between Blindwells and Cockenzie and to consider the design of DENs and any scope for ELC off-takers for both sites, and to engage with the Coal Authority, Zero Waste Scotland and SEPA, pursuant to potential business case development.		
7.2f	Explore the opportunity to include a policy requirement for developments to plant native woodland to mitigate against climate change and off-set emissions	Next LDP	Planning Service; Sport, Countryside & Leisure; national partners	Work to inform new policy development			2025	This is being considered during the development of the Local Development Plan and Forest and Woodland Strategy. NPF4 Policy 1 requires significant weight to be placed on climate change mitigation and adaptation issues. Policy 2 b states "development proposals will be sited and designed to adapt to current and future risks from climate change". Policy 3 on biodiversity notes that for national, major and EIA development assessment of effects is required which will be suitably mitigated according to the mitigation hierarchy, including enhancement of nature networks within and beyond the development. This is likely to result in woodland creation in relation to development being easier to achieve. A group is being set up to look at carbon offsetting in general. The Tree and Woodland Strategy may include requirement to offset carbon stored in trees or woodland that is removed, as well as their replacement with a younger tree, as this does not have the same climate mitigation impact as a mature tree.		

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7.2g	Evaluate our next LDP with a view to achieving the Net Zero Carbon emissions target by assessing development location in relation to transport, preventing loss of trees and topsoil areas, and woodland planting proposals linked to development	Next LDP	Planning Service; partners	Evaluation process progressing			2025	This will be considered in due course through the LDP process.		
<b>Key Priority Area 3: Local Food Growing</b>										
7.3a	Prepare and implement a Local Food Growing Strategy for East Lothian, to ensure that allotment sites in East Lothian are of a sufficient quantity and quality to meet the needs and aspirations of local residents, including in new developments; support and promote local food growing initiatives		Amenity Services	Preparation of Local Food Growing Strategy		Local Food Growing Strategy implemented	2022	Local food growing initiatives are supported in our communities by the Area Partnerships, and community-led initiatives are underway across some communities. Lack of staff capacity has impacted on timescales for development of the Local Food Growing Strategy. We have a bank of existing allotments that we maintain but recognise the need for further / additional opportunities for food growing. We are always seeking to identify suitable sites for allotments and food growing spaces and we are committed to achieving that through the Food Growing Strategy and the delivery of our next Local Development Plan.		
7.3b	Plant and manage community orchards / community fruit growing in partnership with communities; including planting apple trees alongside core paths – 'Apple Core Paths' – for community benefit	Local Food Growing Strategy (in prep); Area Plans	Sport, Countryside & Leisure; Area Partnerships; communities	Number of apple trees / fruit trees planted and managed		Increased number of apple trees / fruit trees planted and managed	2025	Ongoing. Encouraged and supported by Amenity Services. Orchards have been progressed with community groups including at Lewisvale Park, Musselburgh.		
7.3c	Investigate options for working in partnership with our communities to bring areas of suitable urban land into use for local food growing, including private gardens and vacant land	Local Food Growing Strategy (in prep)	Sport, Countryside & Leisure; Area Partnerships; communities	Progressing options		Progressing options to bring areas of suitable urban land into use for local food growing	2025	Local food growing initiatives are supported in our communities by the Area Partnerships, and community-led initiatives are underway across some communities. Land availability for new allotment sites is an issue, as much of the potentially suitable land is in private ownership, however we are always seeking to identify suitable sites for allotments and food growing spaces and we are committed to achieving that through a Food Growing Strategy and the delivery of our next Local Development Plan. Connected Communities teams will be engaged with this through the food growing strategy, along with community groups, members of the East Lothian Friendly Food Network.		

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7.3d	Work with partners to investigate opportunities for implementing a distribution network for surplus food growing production		Amenity Services; local partners	Progressing opportunities		Progressing opportunities for food distribution network	2025	Fareshare Hub established during lockdown now well established and operating from Aldhammer House basement, managed by the Pennypit Trust. Initial aim was to distribute surplus supermarket food - such supplies have reduced since Brexit. (Increased number of community based pantries since COVID, cost of living crisis etc.)		
<b>Key Priority Area 4: Awareness Raising and Engagement</b>										
7.4a	Explore options to identify how best to engage and ensure representation across all sectors of East Lothian's community, to involve our communities in the local planning of our Climate Emergency Response (e.g. Citizens' Assembly; Climate Change Forum / Network)		CCPMG; SECCO; external partners	Options appraisal involving all sectors of East Lothian's community		Appropriate citizens' engagement forum is established and functioning	2022	ELC's Sustainability & Climate Change Officer is working closely with East Lothian Climate Action Network to support and understand the need and work of community groups. Regular contact is held with the Area Partnership and Community Councils through attending meetings and holding workshops. East Lothian's community will have the opportunity to influence the next Local Development Plan through Local Place Plans.		
7.4b	Produce a Communications Plan setting out our awareness-raising and engagement proposals		SECCO; Corporate Communications	Production of Communications Plan		Communications Plan produced and implemented	2022	Internal communication and engagement plan is strong. A 'Green Corner' has been formed in ELC's internal staff newsletter inform. This is updated regularly through articles and green tips from staff. The Climate Change Planning & Monitoring Group are regularly updated by the Sustainability & Climate Change Officer - updates this year includes summaries of the latest IPCC reports and UK Climate Change Committee reports. Further, a pilot of carbon literacy has been delivered and is planned to be rolled out more widely to all council staff in 2023. A new E-Learning in climate emergency has been developed and currently being trialled with a small cohort. The Sustainability & Climate Change Officer has further attended other Services 'get away' days to talk about incorporation of climate action in their service.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
7.4c	Develop an East Lothian Climate Change Charter, setting out what the Council will do and what communities / individuals can do to tackle climate change and reduce emissions		SECCO; Corporate Policy & Improvement	Production of East Lothian Climate Change Charter	Currently promoting the #make a difference theme	Publication of East Lothian Climate Change Charter	2022	ELC has launched its new climate emergency website which is focused on how to get involved and tips for climate action for both community groups and local businesses. ELC published its Public Bodies Climate Change Duties Report to the Scottish Government on the Member's Library for the public to read. The annual update/progress of the Climate Change Strategy and Action Plan is also made available for the community on ELC's climate emergency website.		
7.4d	Support and help to promote national campaigns, including the Scottish Government's 'Greener Scotland' campaign, to consider the carbon footprint of our everyday lifestyle and behaviour choices		SECCO; Corporate Communications; partners	Participation in national promotional campaigns; social media engagement	Currently participate in Scotland's Climate Week, Earth Hour etc.	Participation in national promotional campaigns; social media engagement	Ongoing to 2025	ELC has been participating in community evening meetings to talk about the energy crisis and support available. The Council's new climate emergency website has been changed to support engagement and refers to tips for both businesses and community groups to adopt a more low carbon living		
7.4e	Work in partnership with Community Councils, Area Partnerships, TRAs and other local groups and organisations to encourage and assist all areas of East Lothian to become involved in taking forward sustainability and promoting a low carbon lifestyle in their local area	Area Plans; Community Council plans etc.	SECCO; Strategy & Development; Connected Communities / Area Partnerships and other partners; Corporate Policy & Improvement	Actions incorporated into Area Plans and other community plans	Several Area Plans already include actions to tackle climate change	All Area Plans and other community plans include sustainability / plans to tackle climate change	Ongoing to 2025	Area Partnerships reviewing Area Plans to ensure climate change highlighted - good general awareness of the issue and concern. ELC's Sustainability & Climate Change Officer is providing climate emergency workshops for APs to support integration of climate action in their Area Plans. Such as workshop was delivered autumn 2022 to North Berwick Coastal Area Partnership. More workshops will commence 2023, starting with Musselburgh AP.		
7.4f	Set up a network of 'Green Champions' in our communities to help promote sustainability, raise awareness and encourage engagement with the move to a low carbon lifestyle		SECCO; Waste Services; CCPMG; community partners	Network of community 'Green Champions' set up	Many local groups etc. already taking this agenda forward	Network of community 'Green Champions' set up	2022	A green network champion's network has not yet been set up. However, Carbon Literacy is now made available for all Council staff after piloting it with 9 staff members autumn 2022. Further, climate emergency is included in the staff induction in which new staff members are encouraged to share their green tips.		



Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
7.4g	Set up a dedicated page on the Council's website to function as a central information point for directing people to information on the transition to a low carbon lifestyle and a Net Zero East Lothian; increase awareness of the impacts of climate change and what individuals / homeowners / employers can do to adapt	Climate Change Strategy; Resilient Communities initiative	SECCO; Corporate Communications; partners	Central information point set up on Council's website	Climate change information & links currently on Council website	Central information point set up on Council's website	2022	Completed.		
7.4h	Undertake an awareness raising campaign to promote tackling climate change, reducing emissions and how everyone can <b>#makeadifference</b> ; including information provision and promoting behaviour change		SECCO; Corporate Communications	Awareness levels measured via Scottish Household Survey	74% of adults in 2018	Increasing levels of awareness	Ongoing to 2025	No progress to update.		
7.4i	Work with partners to provide information, training and support for residents, communities and businesses and share best practice to help inspire action across the county		CCPMG; SECCO; external partners	Awareness levels measured via Residents' Survey	74% of adults in 2018	Increasing levels of awareness	Ongoing to 2025	Now that COVID restrictions have been lifted we have seen a return to use of parks and greenspaces for events. We continue to support these events as appropriate.		
7.4j	Community Events, Education and Training Programme: Continue to support the use of greenspaces and community meeting places by local groups and organisations for holding appropriate local events and activities, promote opportunities to encourage a sustainable lifestyle, undertake education and awareness-raising activities and training.	Open Space Strategy (OSS)	Sport, Countryside & Leisure; partners	Number of local events, training and initiatives; number of participants at events / training		Increased number of local events, training and initiatives; increased number of participants at events / training	Ongoing to 2025	No update of progress.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
7.4k	Community Involvement: Encourage and support the formation of local volunteer groups, such as "friends of" or "in bloom" groups to support the enhancement of specific open space	Open Space Strategy (OSS); Countryside Site Management Plans	Sport, Countryside & Leisure; local groups; partners	Local volunteer groups, such as "friends of" or "in bloom" groups underway	As per OSS and Countryside Site Management Plans	Local volunteer groups, such as "friends of" or "in bloom" groups underway and supported; as per OSS	Ongoing to 2025	In Bloom' groups and 'Friends Of' groups continue and we continue to support and encourage these groups. Actively support local groups and with new EL Climate Action Network		
<b>Key Priority Area 5: Climate Adaptation: Climate Ready Communities</b>										
7.5a	Increase community and individual resilience	Resilient Communities network	Protective Services; Emergency Planning, Risk & Resilience Team; Connected Communities	Proportion of Community Councils with local Community Resilience Plans (currently 40% in 2018/19)	10% (2016/17)	75% (2022)	2022	The Emergency Planning and Resilience team are engaging with Community Councils with opportunity of encouraging all CC's to appoint Resilient Community SPoC's and deputies. Support and guidance will continue to be given to all Resilient Communities.		
7.5b	Set up a Climate Change Adaptation network for East Lothian, based upon the Resilient Communities network already established	Climate Change Strategy; Resilient Communities network	SECCO; Protective Services; Emergency Planning, Risk & Resilience Team; Connected Communities / Area Partnerships and other community partners	Establishment of a Climate Change Adaptation network for East Lothian	Resilient Communities network	Climate Change Adaptation network is set up for East Lothian	2022	Connected Communities teams have raised awareness of this CCA network via the Area Partnerships and local community networks. A workshop is also planned end of March with Adaptation Scotland and key services of East Lothian Council		
7.5c	Community Councils will be encouraged to elect Single Points of Contact (SPoCs) for Climate Change Adaptation		SECCO; Protective Services; Emergency Planning, Risk & Resilience Team; Connected Communities / Area Partnerships and others	Single Points of Contact (SPoCs) identified for Climate Change Adaptation		Every Community Council has a Single Point of Contact (SPoC) for Climate Change Adaptation	2022	Connected Communities are working with the Council's Sustainability & Climate Change Officer to address this through the Association of East Lothian Community Councils.		

Ref	Action	Relevant Strategy / Plan	Lead Person / Service	Indicator	Baseline	Target (where applicable)	Target date	UPDATE: DECEMBER 2022	Tracker	Notes
7.5d	Work in partnership to support and assist our communities to prepare Climate Ready Response Plans for their area		SECCO; Connected Communities; Protective Services; Emergency Planning, Risk & Resilience Team	Climate Ready Response Plans in place for communities	Community Resilience Plans already in place in several communities	Climate Ready Response Plans in place for all communities	2022	Connected Communities are working with the Council's Sustainability & Climate Change Officer to address this through the Association of East Lothian Community Councils.		
7.5e	Raise awareness and understanding of climate change impacts among East Lothian's communities, and improve capacity to respond to climate risks; work in partnership with local employers, landowners, voluntary groups, and community planning partners including Emergency Responders	Climate Change Strategy; Severe Weather Response Plan	SECCO; Connected Communities; partners including Adaptation Scotland, community planning partners	Climate Adaptation awareness-raising campaign / promotion; awareness levels among local population (measured in Residents' Survey)		Climate Adaptation awareness-raising campaign / promotion in place; awareness levels increasing among local population (measured in Residents' Survey)	Ongoing to 2025	ELC's Sustainability & Climate Change Officer has made contact with Adaptation Scotland and Sniffer to support this. Work will commence 2023 with an internal audit of projects and relevant policies across Council Services that addresses climate change adaptation. A Capability Framework Workshop is planned to be held end of March 2023, in which actions raising awareness among communities will be addressed.		
7.5f	Progress the Musselburgh Flood Protection Scheme	Flood Risk Management Strategy	Structures & Flooding Team; national & local partners	Progress implementation of Musselburgh Flood Protection Scheme		Musselburgh Flood Protection Scheme is progressed	Ongoing to 2025	Musselburgh Flood Protection Scheme Stage 4 - Outline Design progressing.  New timeline for progress approved at Council Meeting in October 2022.  New hydraulic modelling stage outlined and approved at Council Meeting in October 2022, which will provide model outputs for several climate change uplift scenarios, for both river and coastal flood risk, for the outline design stage.		
7.5g	Progress the Haddington Flood Protection Scheme	Flood Risk Management Strategy	Structures & Flooding Team; national & local partners	Progress implementation of Haddington Flood Protection Scheme		Haddington Flood Protection Scheme is progressed	Ongoing to 2025	A Natural Flood Management Report has been completed for Haddington. Nationally, a review is being undertaken as to what schemes will be progressed as "priority" schemes and whether funding mechanisms will be altered within the 2022-28 flood risk management cycle. Progress of the Haddington FPS is dependent on funding mechanisms.		

## Appendix 4: Suggested actions to be added to the Climate Change Strategy Action Plan

For approval by Council:

Action 1.1h, 1.6i and 2.1j.

Ref	Action	Relevant Strategy / Plan	Lead Service	Indicator	Baseline	Target (where applicable)	Target date	Officer(s) to respond	UPDATE: DECEMBER 2022	Notes
<b>Outcome 1: East Lothian Council will be a Net Zero and Sustainable Council</b>										
<b>Key Priority Area 1: Leadership and Governance</b>										
1.1h	Annual assessment of East Lothian Council's response to climate change adaptation.	Climate Change Strategy; ELC Public Bodies Climate Change Duties Reporting; Corporate Risk Register	CCPMG	Annual Capability Framework Workshops with key services across the Council	Tbc after April 2023	Robust overview and understanding of the Council's cross-departmental response to adapt to climate change.	Annually	Sustainability & Climate Change Officer alongside CCPMG	A Local Climate Impacts Profile of East Lothian (2000-2010) was carried out in 2000. An initial capability framework benchmarking exercise for ELC was carried out in 2020. Annual capability framework workshops with representatives from across key Council-Services was suggested as a Top 50 Council Indicator autumn 2022. Since then contact has been made with Adaptation Scotland to set up a workshop in March and pre-work of mapping Council climate change adaptation action has commenced.	
<b>Key Priority Area 6: Reduce Emissions across our Transport Fleet and Staff Travel</b>										
1.6i	Work with staff to reduce their commuting emissions	Climate Change Strategy; Local Transport Strategy; Public Bodies Climate Change Reporting	Road Services and CCPMG	Annual staff commuting survey	2019/2020: Commuted mileage = 16,424,541  Total tCO2e from staff commuting = 3,821.3	tbc	Annually	Sustainability & Climate Change Officer with support from Road Services	Data collected in late summer 2022 shows the following data for staff commuting:  2019/2020 (n=197, N=3,821): Commuted mileage = 16,424,541 Total tCO2e from staff commuting = 3,821.3  2021/2022 (n=377, N=4,056) Commuted mileage = 9,478,388 Total tCO2e from staff commuting = 1,611.7	



**REPORT TO:** East Lothian Council

**MEETING DATE:** 28 February 2023

**BY:** Executive Director for Council Resources

**SUBJECT:** Submissions to the Members' Library Service,  
28 November 2022 – 10 February 2023

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**13**

## **1 PURPOSE**

- 1.1 To note the reports submitted to the Members' Library Service since the last meeting of Council, as listed in Appendix 1.

## **2 RECOMMENDATIONS**

- 2.1 Council is requested to note the reports submitted to the Members' Library Service between 28 November 2022 and 10 February 2023, as listed in Appendix 1.

## **3 BACKGROUND**

- 3.1 In accordance with Standing Order 3.4, the Chief Executive will maintain a Members' Library Service that will contain:
- (a) reports advising of significant items of business which have been delegated to Councillors/officers in accordance with the Scheme of Delegation or officers in conjunction with Councillors, or
  - (b) background papers linked to specific committee reports.
- 3.2 All public reports submitted to the Members' Library are available on the Council website.

## **4 POLICY IMPLICATIONS**

- 4.1 None

## **5 INTEGRATED IMPACT ASSESSMENT**

- 5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

## **6 RESOURCE IMPLICATIONS**

- 6.1 Financial – None  
6.2 Personnel – None  
6.3 Other - None

## **7 BACKGROUND PAPERS**

- 7.1 East Lothian Council's Standing Orders – 3.4

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<b>DATE</b>	13 February 2023

**MEMBERS' LIBRARY SERVICE RECORD FOR THE PERIOD  
28 November 2022 – 10 February 2023**

<b>Reference</b>	<b>Originator</b>	<b>Document Title</b>	<b>Access</b>
140/22	Head of Council Resources	Quarterly Customer Feedback Reporting	Public
141/22	Head of Infrastructure	Roads (Scotland) Act, 1984, Sections 16 (2) & 18 (1) Additions to the List of Public Roads 2018	Public
142/22	Executive Director for Place	Update on Poverty Plan and Actions to Mitigate the Cost of Living Crisis	Public
143/22	Head of Corporate Support	Establishment Changes for November 2022	Private
144/22	Head of Infrastructure	Building Warrants issued under Delegated Powers between 1 and 30 November 2022	Public
145/22	Head of Development	Update on the Development of the Edinburgh Innovation Hub and the Edinburgh Innovation Park	Private
146/22	Executive Director for Council Resources	2022-23 Financial Update Period 6 - Supporting Appendices	Public
147/22	Executive Director for Council Resources	SRR: Reinstatement of a Consumer Involvement Officer within Children's Services with a Change of Job Title to Participation Officer	Private
148/22	Head of Finance	Bad Debt and Credit Balance Write Offs	Public
149/22	Executive Director for Council Resources	Whole School Service Review and Management Restructuring for Musselburgh Grammar School	Private
150/22	Executive Director for Place	East Lothian Council – Public Sector Climate Change Reporting 2021/22	Public
151/22	Head of Infrastructure	Sale of 24.5m <sup>2</sup> of Land, Dunbar	Private
152/22	Head of Infrastructure	Assignment of Ground Lease for Chalet Plot, Dunbar	Private
153/22	Head of Development	Development Plan Scheme No. 14 (2022)	Public
01/23	Depute Chief Executive	Building Warrants Issued under Delegated Powers between 1 and 23 December 2022	Public
02/23	Head of Corporate Support	Establishment Changes for December 2022	Private
03/23	Head of Communities	Insurance - Service Update and Policy Renewal Arrangements for 2022/23	Private
04/23	Head of Infrastructure	Sale of Commercial Premises and Land in Dunbar	Private
05/23	Head of Infrastructure	Trade Waste Charges 2023/2034	Private
06/23	Executive Director	Creation of Team Leader Post	Private
07/23	Executive Director	Creation of Project Manager – Early Years & Children's Services	Private
08/23	Executive Director for Place	Report on Outcome of Rent Level Consultation 2023/24	Public



09/23	Executive Director for Council Resources	Consultation Results – Budget Priorities	Public
10/23	Head of Corporate Support	Establishment Changes for January 2023	Private
11/23	Head of Infrastructure	Sale of Land – Dirleton	Private
12/23	Executive Director for Place	Sale of Land and Grant of Servitude Rights – Dunbar	Private
13/23	Executive Director for Council Resources	Service Review – Benefits Team	Private

10 February 2023