

**Minutes of the meeting of the Fa’side Area Partnership**

**31st January 2023 7.00-9.00pm, a ZOOM Meeting.**

Quorum 11

**Chair**

Chair Bill Axon (BA)

**Members and substitute members present:**

Alan Bell, Recharge (AB)

Rosanne Woods, Chair of the Health and Wellbeing Group (RW)

Cllr Shamin Akhtar, Elected Member, ELC (SA) – came in at 20:15hrs

Cllr Lee-Anne Menzies, Elected Member, ELC (LAM)

Mike Falconer, TECC, Chair (MF)

Carol Finneron, Pencaitland CC (CF)

Loreen Pardoe, Ross High Parent Teacher Council (LP)

Kathryn-Jane James, Support from the Start (KJJ)

Ian Pryde, Macmerry & Gladsmuir Community Council (IP)

Richard Kerr, Pencaitland Community Council (RK)

Cllr Kenny McLeod, Elected Member, ELC (KMc) – after the voting at 20:45hrs

**Others in attendance**

Simon Davie, Connected Communities Manager – Fa’side, ELC (SD)

Andy Cheshire, CDO, Connected Communities - Fa’side, ELC (AC)

Lorna MacLennan, Business Support Administrator, ELC (LM)

Ashley Gray - Musselburgh CAB

Dawn Alexander, SOLE

Rhona Hartley, SOLE

**Apologies**

Cllr John McMillan, Provost, ELC (JM)

Debbie Middlemass, Vice Chair (DM)

Isobel Berry, Elphinstone Community Association, Fa’side TRA (IB)

Tracey Redpath, VCEL (TR)

Cllr Fiona Dugdale, Elected Member, ELC (FD)

Cllr Colin McGinn, Elected Member, ELC (CM)

Margo McDonald, Elphinstone Community Association (MM)

Cllr George McGuire, Elected Member, ELC (GMc)

Donald Grant, Co-opted member (DG)

*Voting members in attendance – 11 present*

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|  |  | **Key discussion points** |  |
|  | **Welcome** | BA welcomed everyone to the meeting of Fa’side Area Partnership.  BA welcomed RK and AG to their first AP Meeting.  All papers for the meeting have been circulated. LM confirmed the meeting was quorate. |  |
|  | **Apologies** | Apologies are noted above. |  |
|  | **SOLE update** | **Supporting Our Local Economy (SOLE)**  Ba welcomed DA and RH to the meeting. Papers have been previously circulated, providing an update on the work undertaken by the Scottish Tech Army. BA asked DA and RH to provide their update to members.  DA and RH provided an update to members on their progress across East Lothian so far. DA advised that they excellent progress so far with over 3000 users on the platform and approx. 800 profiles claimed by businesses and organisations. The platform is funded for the next 2 years. RH advised that they had attended a number of events in the local area to promote the platform and mobile application. RH encouraged all members to download the mobile application. Please see the attached link. <https://www.sole.scot> which will allow you to access the mobile application. RH asked if members had any questions. SD thanked DA and RH for their informative update and noted the positive uptake in registered users of the app. SD asked how long their funding was in place until, which covered the one to one advice and support to businesses and organisations? DA advised that they are actively seeking funding to carry on the project however, their funding runs out at the end of March 2023.  Ba encouraged members to download the mobile app and use the site. BA thanked Da and RH for their informative update and we would seek to try and spread this information throughout our communities. Da and RH left the meeting. | ALL |
|  | **Declarations of interest for agenda items** | SD advised that the following members had provided email votes on various projects which will be considered at this meeting. They declared the following interests:-  DG is a board member of VCEL and as a result was not voting on the community pantry request.  TR organised and coordinates the community pantry at VCEL and therefore would not also vote on the community pantry request.  RW declared an interest in Item 8b, as chair of the health and Wellbeing Group. She would not vote on this proposal.  KMc declared an interest under Item 7b as an elected member and member of the Planning Committee. He would not vote or take part in any discussions. | ALL |
|  | **Approval of Minutes** | Minutes were checked and agreed as an accurate record. Approved by KJJ and Seconded by MF. | ALL |
|  | **Matters arising** | BA asked SD to update the matters arising.  Page 2 Item 2 - AC noted that the power point presentation referred too would be circulated with the minutes. Matter closed.  Page 2 item 2 - LP asked AC/AB if there was scope within the proposed children and young people’s network for children’s voices to be heard? AC advised absolutely and would welcome advice on how best to achieve this, as we already have a young people’s sub group, so having a children’s one would provide positive opportunities to hear children’s voices in that network. Matter ongoing.  Page 3 item 2 - AC agreed to organise a Children and Young Peoples professional network early in 2023. Matter completed.  BA asked SD to pass on our thanks to Stevie in his absence for his work on the year one report. BA thanked AC and AB for all the work being undertaken to support our young people. Matter completed.  Page 2 Item 2 - SD asked if there would be an opportunity for the Fa’side Young Defenders to see the recycling process at Kinwegar. JL will send details to SD as to how this could be achieved bearing in mind the COVID restrictions. SD/LM have made contact with Stuart Wood and AB. Awaiting a response. Matter ongoing  Page 2 of draft notes 27/10/20 – Headed ‘Page 2 item 5’ – Tranent & Elphinstone Community Action Plan and Coalfield Regeneration Fund. SD and MF to discuss this matter which will be undertaken as part of the Area Plan review. Matter closed  Page 5 Item 9 of Draft notes from 27/10/20 – Handbook to be reviewed. SD/LM will complete and circulate to all members for comment. SD/LM will complete in the New Year. Matter closed  Page 9, Item 7a – SD to meet with MA and discuss evaluation of the Lighthouse project. SD confirmed that following a change of staff at the church he had received the evaluation and will review it asap. Will contact MA to discuss. Matter ongoing  Page 6 item 9a – Area Plan – SD to complete the amendments agreed at previous meeting. Matter closed  Page 6 item 9b – Annual Report 19/20 – SD/SM/LM will arrange to distribute the Annual Report as part of our communications strategy. Matter outstanding.  Page 5 Item 7c – SD/LM confirmed that we have not managed to progress the video reel any further forward. MA asked if the music could be changed. FD suggested that we could place these on the screen in the George Johnstone centre. Matter ongoing.  Page 5 Item 8aii – Cairns at Church Street –SD will now arrange for Cairns to be moved and interpretation boards to be prepared alongside those previously involved in their design. SD met with Andrew Hogarth and work to move the Cairns will take place this winter. SD will engage with community groups on the creation of interpretation boards. SD discussed matter with Andrew Bourhill and has been in contact with planning – who see no issues with the proposed moved. SD hopes to move over this winter period Matter ongoing.  Page 7 Item 9b – Lunch Club Funding - SD also confirmed that he has been working with BA and DM on the creation of a lunch club procurement brief. This has potential to appoint a preferred partner who would facilitate our lunch club provision in Fa’side. SD will share with members once draft is complete. SD advised that following a range of concerns from members around procurement and supporting our third sector partners, it is proposed that we do not take this matter any further forward. SA agreed, she is concerned (MA raised the initial concerns) about the impact this could have on the Pennypit (PCDT). SD advised that ELC are currently working on an SLA with the Pennypit and it has been suggested that the Connected Communities team have input to this, as they support a range of activities in Fa’side. SD asked members what they thought about the undernoted content which he read out. This draft content is open to query, amendment and or comment, as follows:  ‘The beneficiaries’ role in Fa’side will be to act as this communities food and nutrition lead partner and as a consequence, support their Health and Well Being and Children and Young People’s priorities.’  MF noted the excellent work that PCDT carried out during the pandemic and continue to deliver on behalf of our communities.  AB felt it would be appropriate to share this information with other community based food initiatives in the area to seek a view from them?  TR noted that members should be mindful of how well PCDT work with other partners in our local community, adding value and helping them build capacity which in turn supports our communities.  SD noted that AB makes a valid point regarding making local third sector partners aware of this opportunity and indeed seeking views from Fa’side Food Provision members who have an active interest in this area. Matter ongoing.  Page 9 Item 7e – SD still has to circulate the photos of the community pantry following the AP’s award of funding and the completion of the project. Matter closed  Page 11 Item 11i - ELC’s ‘Youth Vision’ AB will circulate it to all members once the final draft is completed. Matter ongoing.  Page 6 and 7 Item 8a - SD advised members that IP was seeking support for £1,200 for two benches in Butterdean Wood. The wood is well used by local residents, dog walkers, elderly people and families. A number of visitors also use this excellent woodland walk. IP was approached by some of the local residents using the walk to ask if a couple of benches could be installed to help those less able or wishing to take a break, providing them with a place to rest. Walking as we know has positive health (both physical and mental health and well-being) benefits. SD also confirmed that Leigh McCrum, the local countryside ranger is supportive but would like to be involved in the project. IP has applied to other external funders and if successful will return funds to the AP. Normally this would be discussed and considered in the sub group however, with no chair we are unable to meet. IP informed members that he had miss read the award form where he needed to return funding that was unused. He purchased 3 benches with the funding and hoped that everyone would approve. BA noted that we were not quorate however and we would take decision later in the meeting once we were quorate. Matter closed.  Page 7 Item 8b – Health and Wellbeing Sub Group – It was agreed that the sub group would create a scrutiny and monitoring process and share with members in order for them to make a decision. This will be picked up later in the agenda. Matter closed  Page 7 Item 8b – BA asked SD to amend our existing standing orders to incorporate the proposed changes for this sub group. This matter will be picked up later on the agenda. Matter closed.  Page 7 Item 8 c – SD/AC will arrange for Councillor Brooke Richie and FD to visit Recharge. Matter ongoing  Page 8 Item 8f – SD has circulated the poverty champion role and asked members to circulate this amongst their groups/organisations. CF asked what the time commitment would be for this role? SD advised that he would contact her separately to discuss. Matter ongoing  Page 8 item 10ai1 – SD and SA will meet to discuss this matter. Matter ongoing  Page 8 item 10ai2 – SD confirmed that this matter has been completed.  Page 9/10 Item 10iii – All members agreed to support the delegated authority decision being taken if needed due to the expected increase in demand for the provision. Matter completed  Page 10 Item 10iii – TR, AC and LP created our festive provisions poster and this was circulated. Matter completed |  |
|  | **Connected Communities Team Update** | 1. **Manager Report** – SD referred to his previously circulated report. He flagged the following key points for members:   **1. Team update** – SD confirmed that the team capacity over the last year has been severally reduced. Lynne Tragis, left the team on the 2nd December. This was during one of the busiest periods of the year. As a result from November to the present day we have been unable to provide a full service.  **2. Cost of living crisis** – SD advised that more leaflets could be printed and given to members and their community groups. The leaflet is really clear and has been well received. MF confirmed that the leaflet is very helpful and agreed that community groups should distribute to local residents. SD asked members to contact SD/LM if they required hard copies.  **3. Festive Provision** – Pennypit community development Trust are still working on their evaluation report for the provisions. SD advised that anecdotally we have seen an increase of around 40/50% from 2021. Wanted to say a HUGE thanks to Mike Falconer for assisting with the volunteer drivers, who were as always amazing ☺. And a word of thanks to Lynne Tragis in her absence, Andy Cheshire, Macmerry Mensshed and our partners at VCEL for all their support. Thanks also to our partnership members for your continued support and all other financial supporters/partners including East Lothian Foodbank, Home Start East Lothian, Aldi’s in Tranent, The Royal Bank of Scotland, and of course to the Pennypit Community Development Trust staff, in particular – Ruth (my sister), Michelle, Sandra, Stephen and Zara. Also to all of our volunteers including LAM who collected the surplus food on Christmas Eve.  **4. Low Threshold Recovery Cafe** – SD confirmed that the café is now open. First week there was 5 residents and 5 professionals attended, second week they had 4 people attend and in the third week they had 8 people attend. The café is open each Friday between 10am and 12noon in the Tranent Parish Church Hall, Church Street, Tranent. SD encouraged members to raise awareness of the café and attend if they were interested. CF asked if SD could email her the poster for the café. Matter closed  ***Post note:- SD has sent the poster to CF.***  **5. Area Plan/Partnership review** – SD confirmed that our Area Plan is due to be renewed in 2024. As a result we need to verify the impact of our existing Area Plan and clarify what our community’s current priorities are. These will form our new Area Plan Priorities. This will require a short life working group to support the work of the Partnership and help us to create a new Area Plan. In addition we need to review all of our support documents such as standing order and role and remit papers. We also need to review our scrutiny and monitoring process. SD asked members to contact either LM or SD if they are interested in participating in the short life working group. AB asked if there was an idea of how much time members would need to give to support this activity. SD advised that we would revert back to all members with a proposed timeline. LAM would like to see young people involved in the Area Plan review. AB noted that young People were involved in the previous plan, and it would be good to hear their voices in this one. SD agreed and will arrange for the matter to be discussed at out new Children and young people network.  **6. Communities Day** – SD confirmed that following a conversation with BA and DM that they would pause this idea until next year due to the Area Plan/Partnership review.   1. **Community Development Officer update** – AC referred to his previously circulated report and noted the following highlights:    1. **Youth work – Junior** –AC advised that he is currently recruiting for youth workers to support this stand? AC will update members once the campaign has been completed. He advised that there is an active travel pilot ongoing, delivered by colleagues in outdoor education, in both St Martins and Elphinstone Primary School. AC will provide a full evaluation report to our next AP meeting.      * 1. **Youth work - Senior** – AC reported significant outcomes in our senior youth work strand, which are being delivered by Recharge. Drop in numbers are improving with more than 500 hours being recorded by young people for their Saltire Award. AC is also now working with 6 young people on a one to one basis through his specialist youth worker role. There are good partnerships in place which are supporting this work and our young people. AC/AB will provide a report on the on some these outcomes at our next AP meeting.   2. **Community Facilities in the Fa’side Area.** AC highlighted a range of work he had undertaken with various community groups across the Fa’side Area. AC is responsible as his head of Establishment role with the 5 facilities as well as representing the Connected Communities service in a short life working group around HofE duties. With regards to capacity building, I have assisted Men’s Shed in securing funding as well as the Pencaitland Day Centre.   With regards to capacity building, I have assisted Men’s Shed in securing funding as well as the Pencaitland Day Centre. This included helping build capacity for these groups around governance, fund raising and sign posting/information gathering. This has led to a number of positive outcomes, which will be reported at out next AP meeting.  AC has struggled with capacity due to ongoing challenges relating to our facilities. Working with Rosanne on the Warm Spaces idea. Lots of work engaging groups to ensure the Fa’side area is covered for warm spaces throughout the week.  Establishing a Children and Young Person practitioner’s network. | ALL  SD  ALL  SD  ALL  SD/LM  *NOTE*  AC  AC/AB |
| **7.** | **Consultation hub** | SD advised members of this standing item on the agenda.   1. Here is the general link to the Consultation hub. There are/were consultations ongoing but not relevant to our area or have closed. <https://eastlothianconsultations.co.uk/> 2. EL Development Plan Scheme – DPS 22/23 KM declared an interest in this item and noted that as Elected Member and a member of the Planning Committee it would not be appropriate for him to participate. SD confirmed that the consultation period had ended and there would be no discussion on this matter, it is merely for noting. |  |
| **8.** | **Sub Group updates and Community Groups** | 1. **Fa’side Active Travel** – SD referred to the attached role and remit paper for the subgroup. The group has not met for over a year and is still in need of a community chair person. SD advised that a community volunteer had expressed an interest in the role and he would arrange this person in the coming weeks. SD reminded members if they or members of their groups/organisation were interested in the role or attending to contact LM/SD. 2. **Fa’side Health and Well Being** – RW presented the HWB group report. RW noted that as we were not quorate would it be possible to delay the proposed vote until the end of the meeting. BA agreed that we could not make a decisions on the proposed process within the subgroup and therefore we should delay it.   AC highlighted to members that the proposed Warm Spaces were providing additionally in our local community. Unfortunately Ormiston and Pencaitland Lunch Club were unable due to the lack of volunteers to participate in the proposed initiative. CF asked if it would be possible to consider New Winton as Warm Space. AC to contact CF to discuss.   1. **Fa’side Young Formers** – AB referred to the previously circulate report. And highlighted the following:- 2. The young people have undertaken and achieved the SQA accredited introduction to Grant making Training course. 3. A number enquiries were received from young people on the local VAPE shop. The young people had concerns about their use and impact on their peers. LEM noted that she had received a number of constituent’s enquiries about Vaping and the VAPE shops. She noted that the shops licence requires them to follow the challenge 25 guidance. All those sold VAPEs must be 18plus and if someone looks younger it is the shops duty to challenge the individual for ID. LP she had seen a significant amount of empty VAPEs in and around the Loch Centre area. LEM advised that if anyone sees shops selling VAPEs to young people under the age of 18 they should report the matter to ELC licencing team or challenge the shop keeper. AB indicated that he has already emailed ELC licensing team about the matter. Ab indicated that Recharge will run an educational session on the use of VAPEs.   *SA joined the meeting. The meeting is now Quorate.*   1. **Support from the Start – Fa’side** – No report tabled as group going through a review led by Alison Cameron and Scott Rintoul. KJJ advised that the group still have the majority of their funding still to allocate. Any members interested please contact KJJ. Matter ongoing 2. **Scrutiny and monitoring group** – SD referred to the previously circulated papers and noted the following:- 3. SD noted that at our previous meeting, members approved a delated authority spend to support the festive provision, if this was needed. You will see from the attached paper that BA and DM approved an additional spend of £4000 on 2 December 2022. This took the total allocated to the project £15,070. The total spent by the Pennypit was £14,794.93, leaving a £275.07 still to be allocated.   SD advised that the Pennypit Community Development Trust and VCEL have submitted a proposal seeking additional sums and this will be considered later on the Agenda.   1. SD indicated that there was a list of potential warm spaces listed in this paper as per AC’s and RW’s previous reports. This initiative if supported, would provide free food and a warm venue for local residents and the hope that we would be able to deliver with one day per week across Fa’side. This is for an initial period of 6 months. AC is still having discussion with local groups in the Fa’side Area. This to utilise the £10K Health and Well Being devolved Budget. 2. SD referred to the previously circulated proposal and noted that AB had a suggestion to help facilitate this proposal. He suggested that AP members agree to transfer the remaining £3,800 back into the general element of our devolved budget. This would not require a change in the role and remit paper and allow members to support the proposal. 3. **Poverty Champion update** – SD advised members that this role is still vacant. SD had attached a role description and asked members to share with their groups/organisations to try and secure a volunteer. CF asked what the time commitment of this role would be? SD would pick this up with CF in due course. | SD/ALL  AC |
| **9.** | **Third Sector update (VCEL)** | 1. 3rd Sector update – for more information please click the link <https://www.volunteereastlothian.org.uk/latest-news/east-lothian-third-sector-update-09122022> 2. Third Sector update – 17/1/23 – please click[here](https://www.volunteereastlothian.org.uk/latest-news/east-lothian-third-sector-update-17012023) 3. Funding streams available – **FOR INFORMATION ONLY** please click the linkthe link :[Monthly Funding Update | January 2023 (mailchi.mp)](https://mailchi.mp/97d6c3a98661/monthly-funding-update-january-2023?e=2a16c14fcf) 4. A Better Life in East Lothian - **FOR INFORMATION ONLY** please click the link [here](https://www.volunteereastlothian.org.uk/latest-news/a-better-life-in-east-lothian-presentation) 5. ‘Lets talk’ – Half day event about how services are commissioned for children, young people and families in East Lothian - **FOR INFORMATION ONLY** please click the link [here](https://www.volunteereastlothian.org.uk/latest-news/save-the-date-lets-talk-22022023)   There were no questions tabled. TR was not present at the meeting SD referred to the links listed on the agenda for members to action. | ALL |
| **10.** | **Budget updates** | *KM Advised that he had to leave the meeting by 8.45pm and although this item is shown in order linked to the agenda at the meeting it was discussed after item 8.*  **Financial year 2022/2023**   1. Financial year 2022/2023 - SD referred to the previously circulated budget paper, showing our current spend and remaining balances for the different elements.   SD advised members that the traffic island installation costs were higher than previously quoted. This is because dropped kerbs were needed and so was additional traffic management. Total costs of works £9886.12. This means we were able to provide ELC roads team with £37,614.00 toward electrical vehicle charging points.   1. SD outlined the various decisions that required to be decided at tonight’s meeting. BA asked all members if they were happy to consider each item and make a decision. All members agreed. Note that 4 members had provided email votes on the various items under consideration, out of these votes DG and TR declared an interest in the Community Pantry request and therefore took not part in that vote.   *Post minutes Note:- SD forgot to declare an interest in the FCK request as he is an interim trustee. Also the Pennypit Community Development Trust as SD sisters are involved.*   1. Item 8a Fa’side Active Travel – SD highlighted the proposal to return £3800.00 to the general element and for that sum to be used to complete the wild flower seeding in previously circulated paper. BA asked members if they would like to discuss the matter. No one tabled any points. BA asked members to vote. 11 members voted (unanimously) for this process. SD to advise Amenity Services of the award. 2. Item 8b Fa’side Health and Wellbeing Sub Group approval sought for the subgroup to be an evaluation sand monitoring process using examples for this round of funding BA asked all members if anyone would like to discuss the matter. No one tabled any points. BA asked members to vote. 11 members voted (unanimously) for this process. SD advised that some of the organisations involved were unable to provide additional support for the warm spaces (£10k still to allocate) and as a result AC was having ongoing conversations with other venues. SD asked members if they would support AC in securing other venues on the understanding that we were adding extra capacity to existing services for Warm Spaces. BA asked members if they would like to discuss the matter. No one tabled any points. BA asked members to vote. 11 members voted (unanimously) for this process. AC will update members on the additional Warm Spaces. 3. A general discussion took place on the options that SD had highlighted in the previously circulated paper and asked members if they had any comments. SD noted feedback from DM stating that Fa’side support from the start still had budget to be allocated this financial year and this presented an opportunity for St Martin’s RC Primary School to use that route for support. Members agreed however, noted that if the school were unable to secure external funding they could return to us in the new financial year. This means that all other requests could be supported. DM also felt that it was important to support St Martin’s Church Hall given that we had free access to the hall for over a year during the COVID pandemic. MF agreed with this point. LEM asked our condition of the funding that the hall committee apply to the Local Energy Scotland Cares fund. AB asked given our inability to fully support the hall committee’s request, would they be able to return for additional funding given our general principles around budget use? SD indicated that in normal circumstances we would be unable to assist with an additional request for the same project. BA indicated that in normal circumstances if we had the relevant funds we would have fully supported this request for all the reasons previously expressed. However, given our existing budgetary position we are unable to fully support the request. As a result BA proposes to allow the hall committee in these exceptional circumstances to return seeking additional funding if they are unable to secure external funding to complete their electrical improvements. BA asked members if they would like to discuss the matter. No one tabled any points. BA asked members to vote. 11 members voted (unanimously) for this process.   **General Element**   1. EL Roots and Fruits – (shelving for shop) £500 2. St Martins Primary School refused. Sign posted to SftS. 3. St Martins Parish Council - £3957 4. Fa’side Festive provision /PCDT– (additional winter essentials) £2000 5. VCEL Community Pantry – (hardship fund) £1000   SD/LM to contact all organisations who have submitted requests for financial support. BA thanked all members for their help and support in this important matter. *KM left the meeting.* | SD  RW/AC/ SD/LM  AC  SD  SD/LM |
| **11.** | **AOCB** | **\*MUST BE AGREED THROUGH CHAIR PRIOR TO MEETING\***   1. **Amenity Services Allocation** – SD asked all community members to identify amenity projects that can be taken forward next financial year. SD reminded members that the allocations covered labour and machinery only and therefore funding would be needed for materials. 2. **Roads Services Allocation** – SD advised members that we have no proposals or projects for next financial year. Members were asked to contact SD/LM with any ideas. 3. **Planning Colleagues** would like to attend a meeting in the summer, after they have visited community councils to discuss Local Development Plan 2 and Local Place Plan. 4. **Fund Raising Training** – SD highlighted that a number of local groups has expressed an interest in this training however the 2 sessions are already fully booked. SD would like to arrange a Fa’side specific training session. BA agreed this would be a good idea. 5. **SIGNAL** – this is a web based application that can be used to track data from evaluations and/or individuals. The Ridge in Dunbar are trialling this and SD would like to invite them to our next meeting to provide a short input. BA agreed. | ALL  ALL  SD  SD/TR  SD |
| **12.** | **Dates of area partnership meeting** | All these meetings will start at 7.00pm and will be online, using Zoom. *We normally ‘open’ the meeting around 6.30/40pm and it will start at 7pm.*  Proposed 2023 dates – *can members verify if there are any clashes with any other community meetings? These dates are to be looked at due to clashes with other groups.*   * 1. Tuesday 4th April 2023   2. Tuesday 30th May 2023   3. Tuesday 5th September 2023   4. Tuesday 7th November 2023   SD also advised members that we need to hold an AGM to review Standing orders, confirm membership and review office bearers. SD/ LM to propose a date in the future for our AGM.  *BA thanked members, those present and those who had contributed, their time, effort and participation throughout this meeting.* | ALL  ALL |

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

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| **Fa'side As at 6/12/22**  Budget Allocation 2022/23 | | | | | | | | | |
|  |  |  | **Amenity Services \*1** | **Roads \*2** | **General** | **SG funding** | **External funding** |  | **Notes** |
| **Date Approved** | **Organisation** | **Project** | **£100,000** | **£50,000** | **£50,000** |  |  | **Paid** |  |
| 01/04/22 | ELC - Roads | Admin fee |  | 2,500.00 |  |  |  | y | Admin fee for supporting and designing project |
| 05/04/22 | Recharge | Fa’side Young Defenders (Youth sub group) |  |  | 1,000.00 |  |  | ? | Approved by members at AP meeting |
| 05/04/22 | ELC - Connected Communities Fa'side | Fa'side Active Travel Sub group |  |  | 5,000.00 |  |  | n | Approved by members at AP meeting |
| 05/04/22 | ELC - Connected Communities Fa'side | Fa'side Health and Well-being Sub group |  |  | 10,000.00 |  |  | n | Approved by members at AP meeting |
| 05/04/22 | PCDT | Easter Lunch Club |  |  |  |  | 3,916.00 | y | Approved by members at AP meeting - from Education fund for holiday hunger |
| 31/05/22 | Cllr KM | Traffic Island Polson Park |  | 9,886.12 |  |  |  |  | Approx. cost wait on works being completed. Full costs received and these have almost doubled. SD to update AP members in Jan 23 |
| 31/05/22 | Pencaitland Comm Council | Speed tables x 2 |  | 40,000.00 |  |  |  |  | Approx. cost wait on works being completed |
| 18/08/22 | Tranent Wombles | Litter picking supports |  |  | 3,000.00 |  |  |  |  |
| 18/08/22 | Brunt Court TRA on behalf of Well Wynd Residents | Connecting after COVID 19 |  |  | 1,043.00 |  |  |  | Brunt Court are hosting funds but funding provided will be used to support Well Wynd residents |
| 18/08/22 | Mental health café | Keep the Heid |  |  | 4,040.00 |  |  |  | Reduced amount following feedback from members |
| 12/10/22 | PCDT | Oct 22 & Feb 23 Lunch clubs |  |  | 3,399.00 |  | 2,684.00 |  | Approved through Delegated Authority due to timescales involved. Using final sum of Education funding for holiday hunger to support the request. |
| 21/10/22 | Pencaitland Comm Council | Speed tables x 2 |  | -40,000.00 |  |  |  |  | Roads unable to carry out works - see Item 10A I 1 |
| 21/10/22 | ELC Roads team | EV charging points in Tranent |  | 37,614.00 |  |  |  |  | This sum will be matched by SG funding to install 2 new points in housing schemes in Tranent / SD to update AP members as Traffic island costs increased therefore this has decreased |
| 09/11/22 | PCDT | Fa’side Festive Provision |  |  | 11,070.00 |  |  |  | Approved at AP meeting on 9/11/22 |
| 02/12/22 | PCDT | Additional Fa'side Festive Provision |  |  | 4,000.00 |  |  |  | Delegated authority - as per AP mtg on 9/11/22 for Fa'side FP |
|  |  |  |  |  |  |  |  |  |  |
|  |  | Total Spend | £ - | £ 50,000 | £ 42,552.00 | £ - | £ 6,600 |  |  |
|  |  | Balance | **£ 100,000** | **£ (0)** | **£ 7,448.00** |  | **£ (6,600)** |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  | **Amenity Services** | **Roads** | **General** |  |  |  |  |
|  |  |  | **A** | **R** | **G** |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| \*1 | Resource Allocation | Labour and Machinery - need to secure funding for materials |  |  |  |  |  |  |  |
| \*2 | Funding managed by Roads | Needs early discussions to be added to Roads planned maintenance programme |  |  |  |  |  |  |  |

**Page 9 Item 7e** – SD still has to circulate the photos of the community pantry following the AP’s award of funding and the completion of the project. ***Matter closed***

Fa'side Area Partnership are proud to support our Community Pantry, based in @VolunteerEL in Tranent. They needed funding for shelving, flooring and redecoration to help reorganise their space, for this much needed community resource. Great to see the work completed <https://t.co/Jc7zqPbVMw>  
(<https://twitter.com/SDavieELC/status/1620755154021814272?t=jOr_Slm3XuVHJD1o3X-6ng&s=03>)



**Item 2 Fa’side Area Partnership update – 31/1/23**

*Previously circulated as Item 11a – at Partnership meeting which took place on 8/11/22*

Dear Local Area Partnerships,

I am writing to provide an update on the SOLE (Supporting Our Local Economy) project in East Lothian.

We have had a fantastic response to the roll out of the platform and are well underway with engagement and setting up businesses and organisations profiles on the platform, attending a number of events across East Lothian and providing sponsorship to organisations and groups has allowed us to see a steady increase in downloads and user engagement on the platform.

The Scottish Tech Army is one of three organisations short-listed for The Digital Town Awards.  The awards are organised by Scotland’s Towns Partnership (STP) as part of the Scotland Loves Local campaign, which encourages everyone to choose local and support businesses in their communities to build a better, stronger future. This just shows the great impact SOLE is having and we are grateful to everyone who has engaged with the platform.

I have noted some key highlights below from the rollout of the platform and our plan moving forward;

User and Business/organisation engagement

* Approximately 2800 registered users on the platform
* 750 claimed and visible profiles – this is businesses and organisations who have registered and set up their profiles across the site
* 7 offers supported by SOLE with a number of others in the process of being set up
* 7 online shops with a number of others waiting to be set up

Marketing, events and sponsorship

* Events attended (sponsorship also given) include; Fringe by the Sea, Haddington Festival Fun day, The Highland Show, Cockenzie House and Gardens Fashion Show, European Land Art Festival & Stone Stacking Championships (Dunbar), Musselburgh Children’s Gala Day, Tranent Gala Day, Ormiston Gala Day, Penny pit Festival, Dads Work Pizza and Pancakes, RNLI Lifeboat day.
* Community Groups Sponsorship; Tranent Juniors Football Club, Haddington Athletic Football Club

Upcoming meetings and engagement

* East Lothian Women’s Business Networking – 26th October
* Workshops including group and 1:1 sessions to get set up on the platform including sharing events, news and offers/shops - ongoing
* Supporting the Haddington Events Committee to promote upcoming events
* Attendance at Village Green Makers Market November 20th
* Tranent Family Fireworks
* Haddington Farmers Market
* East Lothian Council – Meet the Council Event, Brunton Theatre
* Pennypit Christmas Fair – November 17th
* Royal Country Dance Society – November 11th

Next steps

* Attendance at the events above to promote user engagement
* Continuing to build relationships with our current businesses and organisation on the platform to ensure they are fully utilising SOLE through 1:1 and group workshops
* Marketing promotion via social media, including promoting local businesses
* Sponsorship including providing businesses and organisations with £100 to set up an offer on the platform
* Relationship building between local businesses and organisations to encourage community building
* Working with East Lothian Ladies
* Reaching out to local schools to explore opportunities of implementing SOLE into the curriculum

We are also looking to engage with more businesses and local organisations and would be grateful if you could circulate this information to anyone you think might be interested. We are happy to come along and present on SOLE at any planned meetings, or we can set meetings up if we have a group of people interested. More information on the platform can be found in this booklet <https://www.paperturn-view.com/uk/sole-scotland/sole-scotland?pid=MjQ241416&v=6.1>

 The process for setting up a profile and sharing events/news is really simple – I have attached instructions on how to get a profile set up & I am happy for this to be shared.

The community engagement specialists contact details can be found below, please feel free to reach out to any of us if you have any questions.

Best wishes

Dawn Alexander

[Dawn@sole.scot](mailto:Dawn@sole.scot)

**Community Engagement Specialists for SOLE**

Dawn Alexander [dawn@sole.scot](mailto:dawn@sole.scot)

Rhona Hartley [rhona@sole.scot](mailto:rhona@sole.scot)

Emma Luna Borras [emma@sole.scot](mailto:emma@sole.scot)

**Item 2 i - Fa’side Area Partnership meeting 31st January 2023**

*Previously circulated as Item 11B in the partnership papers on 8/11/22.*

**SOLE (Supporting Our Local Economy) mobile app and website for East Lothian**

If you haven't heard of SOLE, it is an app and website that has been developed (funded by the Government and East Lothian Council) to help support local businesses and act as a single point of discovery for all things East Lothian. The app displays all local organisations, including businesses, charities, and community groups etc. to showcase their services/events and encourage local people to engage with what's available in their area.

The app is completely free to join and the process is really simple. Local businesses and community groups have complete control over their profile, and can update their profiles, adding in any events/news stories etc. that they wish to share.

We have had a great response from the public so far and we're working hard to get as many businesses and community groups on board.

In order to get your free profile set up, please follow the steps below;

1. Reply to this email with the best email address for your admin profile
2. You will then receive a 'claim your profile email' from SOLE Scotland
3. Once you have clicked the link in the email and set up a password, you can update your profile and this will then become visible on the app. You can update your description, photos, links to website/socials, opening hours and add in any events and news stories that you’d like to share.

If you would like to use the site to take appointments/bookings for events or sell products/services - we can set up a 1:1 with our customer success team to support you in setting this up

1. New profiles can be shared across our social media platforms SOLE Scotland on Facebook and Instagram - just let us know if this is something you'd like us to support you with.

1. There is budget available to allow you to set up promotional offers through the app (£100 per business), which we can cover the cost off (subject to availability)

You can find out more information on our SOLE Scotland facebook and instagram pages or contact us at info@sole.scot .

##### **Item 6A – 31st January 2023**

Connected Communities Managers update as at 17th January 2023

*Covering period October 2022 to 17th January 2023*

**Happy New Year all ☺. Hope you and your families had a lovely Christmas and New year.**

1. Team update:

We are working on our team’s annual priorities plan, seeking to determine what we seek to focus on this year. We are still working on our Warm spaces hubs and are engaging with community groups and organisations around the Cost of Living Crisis and supports for local residents who need or require assistance. This could be with benefits, household items – including food and or clothing etc.

The council has our main Cost of Living page on our website. To review the content on the page, please visit: <https://www.eastlothian.gov.uk/cost-of-living-support>. I have also attached the link to the new leaflet, which ELC has created which was circulated mid December 22 <file:///Z:/Downloads/ELC_Helping_with_the_cost_of_living_A5_information_e_leaflet_Dec22.pdf>. One of these leaflets was inserted into our Jingle Bags which was delivered to households on 23rd December 2022.

Please note that our Admin Lynne Tragis left the team on 2nd December 2022. So it’s just Andy, a third of Lorna and me, so please bear with us. We are currently recruiting and will let you know how we get on ☺.

1. Sub groups of area partnerships: Individual updates included on this agenda. Our Active Travel Community Chair roles continues to be vacant and given my capacity based issues, I have not had a chance to re-organise a meeting for the sub group. If anyone is interested in this position and wants to have a chat about it, Ian and I would only be too glad to meet up. Also, we need to review our Scrutiny and Monitoring Sub group, given the changes to our Health and Well Being Sub Group. This will form part of the review of our Area Partnership structures going forward this year. ***Matter ongoing.***
2. Community Facilities across Fa’side: Please note the update below for the facilities that our team manages. Our facilities Management team are in Business Continuity at present, due to staff shortages. This means we are not able to take on new lets for our facilities at present until this matter is resolved. Hoping for an update at the end of January 2023. *These matters have and continue to take up a significant amount of time for me, given the lack of resources we have as a team*.

As highlighted previously, our Connected Communities team rely upon Facilities Management staff to open, close and clean our facilities. Given the challenge we have around budgets, we are restricted in terms of our provision of activities and the time and spaces we can offer due to the established facilities management hours we have for each facility.

1. Tranent Town Hall: The Bronx continue to operate from the Town Hall as per their agreement, which is due to end around the end of the financial year. Due to capacity based issues across ELC staffing teams involved we have been unable to carry out the options appraisal for the Hall. Proposal for a temporary extension of existing agreement to be considered by Corporate Asset group and will update members once the outcome of this is known. Once colleagues in a position to take forward options appraisal, then will update members. Our team is still in the process of emptying out our storage in the hall and the group is working alongside ourselves and colleagues in Sport, Countryside and Leisure to deliver diversionary activities. ***Matter ongoing*.**
2. Elphinstone Community Centre: Education have indicated that they no longer require the use of the Community Centre. Further conversations required in order to bottom out this change in position. Interest from third sector to use some of the space at the centre. Will update members once more information is known. Due to capacity based issues I have been unable to contact colleagues in Education to take this matter forward. ***Matter ongoing.***
3. Ormiston Community Centre: New Facilities management resource now working at the Centre. This has led of a more settled pattern of service provision for our users. Ongoing conversation with Facilities Management colleagues regarding our established hours for operation in the centre and will update members on the outcome. ***Matter ongoing.***
4. Trevelyan Hall (Pencaitland): New Facilities management resource now working at the Hall. This has led of a more settled pattern of service provision for our users. Ongoing conversation with Facilities Management colleagues regarding our established hours for operation in the centre and will update members on the outcome. Trusted key holder procedure in place and engaging with Community Council and local resilience team on this matter. ***Matter ongoing***.
5. Macmerry Village Hall: Due to Business Continuity of Facilities Management colleagues unable to recruit to the vacant Senior Facilities Assistant role which is vacant. As a result, been unable to return the Stathspey Reels group and a Dog training group, who we had been engaging with. This has hampered our efforts for a programme of activity in the hall. Will update members once this position changes. Trusted key holder procedure in place and engaging with Community Council and local resilience team on this matter. **Matter ongoing.**
6. Booking live system: Engaging with colleagues on this system and how it effects our centres and halls. Ongoing dialogue as we develop our programme of activity (which is restricted by the established hours for each facility). **Matter ongoing.**
7. Engaged with Tranent Skate Park Foundation/ Pump track for Tranent – Awaiting update from colleagues in Sport, Countryside and Leisure on proposed Planning application for the site selected. Following the community consultation. Will update members once we know more. ***Matter ongoing.***
8. Pavilion at Polson: Ongoing conversation on how this matter could be taken forward. Being leg by Sports. Countryside and Leisure. Will update members once more is known. ***Matter ongoing.***
9. Festive Provision: This was the key element of work undertaken by the team from November through to the end of December. The provisions seem to go well. Still to have follow up sessions with our key partner, the Pennypit and also other partners – such as the schools, HSEL, Tenancy Support etc. Provisions almost complete, just working on collating the stats and a report following the 4 key elements facilitated through the provision. Wanted to say a HUGE thanks to Mike Falconer for assisting with the volunteer drivers, who were as always amazing ☺. And a word of thanks to Lynne Tragis in her absence, Andy Cheshire, Macmerry Mensshed and our partners at VCEL for all their support. Thanks also to our partnership members for your continued support and all other financial supporters/partners including East Lothian Foodbank, Home Start East Lothian, Aldi’s in Tranent, The Royal Bank of Scotland, and of course to the Pennypit Community Development Trust staff, in particular – Ruth (my sister), Michelle, Sandra, Stephen and Zara. Was a massive effort with an increase in the provision, which we will report on soon. ***Matter ongoing.***
10. Dementia Friendly Tranent (DFT) – Garden of Reflection, Polson Park - DFT: Work is still ongoing at the Garden. Have a meeting scheduled in a couple of weeks for an update from DFT partners and will share an update with members as soon as we have it. Still on track for a spring 2023 completion. ***Matter ongoing.***
11. Visitors Management Plan. The meeting and conversation focused on seeking information and proposed projects from local communities. We await an update from the consultant on the outcome of the meeting. We hope this input will enable us to signpost the plan for future funding bids and if successful could lead to ‘pipeline’ funding for our local communities. I have asked for an update on the feedback provided. ***Matter ongoing.***
12. Mid and East Lothian Drug and Alcohol Partnership (MELDAP): Cafe opened on Friday 13th January 2023 at Tranent Parish Church Hall, it is open from 10am-12noon. All welcome from the community, although focus on those living with drug or alcohol conditions. Opening day had 5 local residents and 5 professionals attend. Will evaluate as things develop. Café funded through MELDAP and in place for a year. Passed matter onto Health and Well Being Sub group. Matter closed.
13. Supporting Our Local Economy (SOLE): Dawn on the agenda for this meeting. Matter closed.
14. Foresters Parking project – I have discussed with Tranent Juniors a plaque of recognition for Fa’side Area Partnership, Tranent Local Housing Partnership and others involved in the project. We will arrange an ‘official’ opening of the car park and attendance at a junior’s game in the coming months and make members aware. ***Matter ongoing.***
15. Pencaitland speed tables – Discussion took place at the last AP meeting in November. Matter has been put on hold whilst local community and Roads evaluate the need. Other Roads projects have now been brought forward for this financial year (Electric car charging points). Can still revisit this matter once evaluation is completed. Matter closed.
16. Ormiston Library - Supporting a community group who have an interest in a café running from the Library. I have engaged with the community group on behalf of colleagues in Customer services and Library staff to support their request and help navigate ELC’s corporate processes. ***Matter ongoing.***
17. Homestart East Lothian (HSEL) – No response back from HSEL to date. Will seek to arrange to meet Katy at Homestart in the near future and discuss the possibility of them looking to support our Junior YW provision. ***Matter ongoing.***
18. Area Partnership review (East Lothian wide) – seeking to review our processes and overarching governance and will then discuss with Bill, Debbie and the wider partnership any proposed amendments to standing orders etc. ***Matter ongoing.***
19. Warm Spaces – Ongoing conversations on Warm ‘Spaces’ and community based solutions to try and tackle this matter locally (part of which came from the VCEL poverty conference), from the ‘ground up’. Heading for this matter changed from Poverty Conference to ‘Warm Spaces’. Andy is leading on this aspect and will report under his update. Matter closed.
20. Fa’side Community and Police Partnership (Fa’side CAPP) – attended the CAPP and contributed to the process and clarity around some of the issues raised. Some consideration to be given around possible training for community representatives and the context around stats for the meeting. ***Matter ongoing.***
21. Conversation on the Support from the Start Network: Fa’side – discussion with co-chairs for the network about reviewing the role, remit and future of the network. **Matter ongoing.**
22. Communities Day – had been proposing to review our Annual public meeting and amending it to widen opportunities for local groups to attend, similar to the event that Musselburgh Area Partnership host each year. The event is open to all community groups and is a way of identifying what’s available in your local community. Had hoped to organise it in June around the time of Tranent Gala. Unfortunately, doe to a lack of capacity within the team, we will be able to take this proposal this year however, it is a matter we will revisit next year. Matter closed.
23. **Review of Fa’side Area Partnership area plan –** Following discussions with the Chair and Vice Chair, our main priority for the partnership this year is the review of our Area Plan. This will interlink with the review of our area plan structures and governance. Our plans ends in 2024 and therefore, we need to update all members and communities on what priorities we have been able to support during the last 4 years and into this calendar year. And then consult with our communities on what priorities they would like us to focus on from 2024 onwards. Alongside the Chair and Vice chair, we will need some volunteers to assist us in this review. We will need a small short life working group, who can assist and ideally would be looking for 5 to 6 additional members to support the review (probably one elected member, once community council rep, one TRA rep, one member from the Health and Well Being group and one rep from the new Children and Youth network that Andy is starting. If are able to commence the Fa’side Active Travel Sub Group, then it would be great to have a rep from that group also.). I have attached a copy of our existing Draft Area Plan for people’s reference – Item 6 A i. **Matter ongoing.**

**Simon Davie**

**Connected Communities Manager – Fa’side**

**18th January 2023**

**Item 7B – 31st January 2023**

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

**Report on work completed since 9th November 2022**

1. **Introduction**

This report focuses on the work I have been carrying out since the 9th November 2022. There are many different strands of work ongoing at the moment and it is key that some areas take priority over others to allow me to make a positive impact locally.

Between November and the beginning of this year, the festive provisions took priority as well as agreeing the framework with Alan at Recharge regarding the specialist youth work role. The framework has now been agreed and I will report on the progress of the role in point 6.

The priority or focus of my work for the next month will be to support the Health and Wellbeing subgroup in spending the allocated £10,000 and to ensure that there is a ‘warm space’ in which local people can access each day of the week.

Head of Establishment duties is still a priority and I am now part of a short life working group to review the guidance around the Head of Establishment role.

This report will cover all aspects of my role at present and give the Area Partnership an understanding as to how my time is split across the various areas of work.

1. **Youth Work**

Elphinstone Youth Club will re-commence on Thursday 19th January 2023. Unfortunately due to staff injury which was mentioned in my last report, we were unable to re-open the club to the young people in the village until now. The staff have met to plan the programme of activity until the Easter break.

Elphinstone Youth Club is currently the only youth work that the Connected Communities team are directly involved in delivering, with all other youth work facilitated by Recharge which will be covered in points 4 & 6.

The connected communities team are in the process of recruiting for youth workers specifically for the Fa’side area. Successful candidates will roll out our junior provision (supporting Recharge) within primary schools, and will launch informal youth work across our villages, with Ormiston, Pencaitland and Macmerry the first villages to receive this provision. The shortlisting has been completed and we will conduct interviews on Thursday 26th January 2023. This means we are slightly behind on the target of getting youth workers started in February, but hopefully they will be in place to start in March.

There is a gap in provision for young people aged between 5 & 11 in Tranent and Fa’side. This is an area the connected communities’ team are keen to develop and the recruitment of youth workers for our community will assist us in developing a programme of activity that can meet the need of this demographic.

1. **Bronx diversionary project**

I have liaised with The Bronx regarding the proposed lease extension.

With regards to the diversionary project, I had mentioned in my last report that we had a meeting arranged with the guidance team at Ross High. Sadly, due to staff sickness within the guidance team, this meeting has had to be postponed. It is still an area of work I want to establish and I am committed to working with The Bronx and with the school to identify a suitable time and date to re-launch the programme.

The aim is still to deliver a 12 week targeted intervention programme. Contact has been made with Heavy Sound to lead on two educational based sessions and I will contact the school after February half term for an update.

1. **Junior youth work**

Evaluations have been completed by St Martins PS and Macmerry PS. Alan delivered this provision as part of the specialist youth worker role and has covered a range of important topics including; building relationships, coping strategies, safety and looking ahead to the transition to high school. The evaluations were all very positive, both from the young people involved and from the school staff member assigned to the group. When asked what they thought could be improved the response was ‘more sessions please’. The sessions have eased anxiety amongst young people around the transition to high school as well as increasing their awareness around safety and availability and access to services such as ‘Young Scot’.

Unfortunately there has been a slight delay to commencing this programme of work at Windygoul PS due to strike action on the days we had agreed with the school. Sadly this has had a knock on effect for the dates we had agreed with the other primary schools. Windygoul PS commences on Tuesday 24th January, with Sanderson’s Wynd PS commencing on Tuesday 7th March and I will provide an evaluation of these at our next Area Partnership meeting. We will endeavour to work with Pencaitland PS and Elphinstone PS, but due to the strike action as well as school holidays, we are delaying confirming these dates at this point. Unfortunately I have not yet managed to arrange a meeting with the head teacher of Ormiston PS and due to capacity and time frames we will be unable to deliver issue based youth work in Ormiston during this school year. We will ensure they are incorporated fully in the transitions and summer programme of activity, of which planning has already started.

From our involvement with the primary schools and importantly the young people, it has become apparent that there is a real need for effective transitions work. This has been reiterated by the guidance team at Ross High as well. There is a push for the event that used to be held at Meadowmill to be re-established. All head teachers I have spoken with have expressed a real keen-ness in working together to establish this event. This year will see a partnership approach to formulating a transitions event for our young people and this is proposed to take place on Wednesday 21st and Thursday 22nd June. The aim for year two will be to incorporate this into the role and remit of the specialist youth worker.

I have met briefly with Alan to look at summer programme and we will feedback our plans to the Area Partnership at the next meeting.

We (Connected Communities and Outdoor Education) have established an Active Travel (whole school approach) pilot project at both St Martin’s primary school and Elphinstone primary school. The pilot will run until the end of February and looks at active travel amongst every school year from nursery to P7. It incorporates walking and cycling activities and develops confidence to move around ‘my community’. The project supports Scottish Government, ELC, Area partnership and school priorities and it supports pupils to identify what keeps them safe, what they don’t like in their community, what could make them safer and what they could change or how they could help change. It explores travel, urban design and safety in line with curriculum outcomes. This is a really innovative programme and our intention is to look at doing a year-long programme with a school next year and build on it year on year so that all our local children and young people have benefitted from such a project. I will provide an evaluation to this at the next Area Partnership meeting.

1. **Festive Provision Fa’side**

This was the first time I had been involved in the Fa’side festive provision and I need to offer a huge thanks to Stevie McKinlay for volunteering his time to go through all of the procedures with me with regards to constructing the runs and designing the labels to go on to each of the bags of which there were more than 200 (the evaluation report from the Pennypit Development Trust will showcase the exact number). I will now be able to lead on the ‘behind the scenes’ work for the 2023 festive provision.

Thanks also to our colleagues in the Roads department for providing us with a van for the full duration of the provision.

The Fa’side festive provision initiative showcases the amazing community that we work/reside in, as well as the strength of partnership working. It was amazing to see all the volunteers and people who gave up their time for others. It was also humbling to arrive on the doorsteps of people who, if it were not for this provision, would have had a much different Christmas to the one they were able to have.

There could be changes to the referral process that would assist us in coordinating the provision. A meeting will be held to evaluate the provision and look ahead at this years’ festive provision and I am looking forward to being a part of it all again.

1. **Service Legal Agreement (SLA) with Recharge Youth Project**

At the last Area Partnership meeting, both Alan and I delivered a presentation about the work Recharge has been involved with in regards to the SLA, as well as the issues that are impacting our young people, in particular those around mental health and wellbeing. We have met to look at an interim evaluation of the SLA and Alan has backdated quarterly reports so we are now up-to-date with reporting on the SLA.

The overall drop in attendances trend at Recharge is now reversing with some evenings hitting full capacity which is great and the young people collectively have achieved more than 500 hours towards Saltire awards.

The outreach workers are better known now as a result of the events during the summer and this has meant that there has been some sustained engagements with young people being given a higher level of support. Young Scot have consulted young people at the drop in sessions around loneliness and the effects Covid-19 may have had on their wellbeing. Young people are still noting that their confidence levels have been reduced due to the effects of Covid-19.

Alan continues to represent the views of young people and these matters at our partnership meeting, sub groups of the area partnership, VCEL youth forums and at the local Community And Police Partnership (CAPP) for Fa’side.

The Specialist Youth Worker (SYW) post has developed considerably since the last Area Partnership meeting. We spent a significant amount of time developing the framework for the post and how the time could be managed effectively. We both met with Derek McCallum from Ross High School to go through everything with all the guidance staff and to ensure there was a thorough understanding about the role and the opportunities it could provide those young people whom the guidance staff felt were appropriate candidates for the level of intervention Alan could provide and offer. The outcomes haven’t changed and these are listed below (as they were in the last report), so everyone has a clear understanding of what we are trying to achieve;

These outcomes are as follows:

1) Young people will have increased engagement with local services, giving them more structure and support.

2) Young people will have improved mental wellbeing and long term plan to support them.

3) Increased attendance/attainment in school and or in community settings.

Alan is now engaging with 6 young people – 1 from each of the houses the guidance teachers represent. He is working with the young people on a 1-1 basis. One of the main reasons this has been so successful is that there is a coordinated approach between the services that are within the school like Circle and the mental health youth worker. I have already received an email from a Children’s resilience worker who works with Circle, saying thank you for the intervention and the positive contact Alan has made. One point of note is that the majority of the young people whom have been signposted to this from the school are from the villages.

Alan sends a weekly update sheet to the school and is also completing the relevant paperwork to ensure we can capture the progress the young people are making when in his care. We have collated evidence of a slight increase in attendance although there are challenges with this in that if the young person attends out-with school hours, the increased attendance is not getting recorded, however there has still been an increase. With regards to outcomes 1 & 2, the evaluation methodology that Alan is using will also highlight changes and this is something we should be able to report on at the next Area Partnership meeting.

Another positive from this piece of work is that Alan is now embedded completely in the school and this means that the young people are more aware of Recharge and their community.

1. **Area Partnership Subgroup**

Health and Wellbeing subgroup

At the last Area Partnership meeting, the Health and Wellbeing subgroup had requested to be given autonomy to award £10,000 in funding to local community groups (maximum award of £2,000 per group). The subgroup met and agreed that the priority for spend should be to those organisations who could provide ‘warm spaces’ as well as activities that could enhance their wellbeing.

There has been a lot of work put into this with regards to informally speaking with some community groups locally about enhancing an offer for providing these warm spaces. Positive discussions have taken place with the Fraser Centre to run a ‘board game café’ on a Friday, the Loch centre to open on a Tuesday evening and a Sunday offering light exercise and refreshments, Fa’side Community Kitchen to add a day (Wednesday) to their existing provision and Tranent Library to open on a Saturday for ‘learn to’ classes that are intergenerational classes about learning new skills. Further conversations have taken place with Ormiston Community Café and I am awaiting to hear back from Roots and Fruits. I also need to visit the Carriage house in Pencaitland. I have added this information for members consideration in more detail to paper 8 E ii within the scrutiny and monitoring update.

There will be a proposal from the H&W subgroup to the Area Partnership and this will be included in Rosanne’s update.

Children and Young People’s Practitioners Network

A date has been agreed to launch the Children and Young People’s Practitioners Network and this will take place Wednesday 8th February 2023. Invites have been sent, but if you wish to attend, but haven’t received an invite, please let me know.

The initial meeting will be to form the purpose of the group, agree frequency of meetings and dates, identify who should be part of the group and who is missing from the initial invite and then look at identifying gaps in provision and ways that the group can support filling these gaps using a partnership approach.

1. **Head of Establishment Duties**

In my last report I mentioned that this area of work took up a considerable amount of time and this is still the case. I’d mentioned previously about a document that was created by our previous business and administration assistant, Lynne Tragis, which would allow us to document the amount of time required for each task and each group so we could identify remaining FM hours that could allow us to open up the facility to more bookings and community groups.

Sadly, before being able to put this document into action, our Facilities Management service were put into business continuity which meant that we were unable to take any additional bookings at any of the buildings I am responsible for. This remains the case for Macmerry Village Hall and I am in the process of managing community expectations as well as looking to support the Miners as an alternative location for events and bookings.

We now have one full time member of FM staff that supports the centre at Ormiston as well as assists at Trevelyan Hall.

Monthly audits are ongoing and have been completed for January.

1. **Community Facilities in Fa’side**
2. Macmerry village hall
3. Rear storage room (Ante Room\_ – Painting completed by the Men’s shed. Door replaced and skirting boards fixed. Furniture now arranged for community councils and local elected members to host small meetings.
4. Macmerry Men’s shed – Have met the group regularly and have established a positive working relationship with them. Successful in securing funding for the group which will support them with venue hire and resources for the forthcoming year. Also supported the group to run electricity to their external cabins which allow them to enhance their programme offer to their members.
5. User groups – Continuing to liaise with user groups who are looking to use the centre and updating them about the situation ongoing with FM.
6. Ormiston Community Centre
7. Spring Oscars – There is still an offer of 4 free after school places as part of the agreement with Spring Oscars. 2 of these have been utilised since the last AP meeting and I will endeavour to ensure all 4 places have been filled for the remainder of the school year. The lead worker, Victoria, will leave her post with Spring Oscars this month and they are recruiting a replacement. There may be a temporary lead contact until the post is recruited in its entirety.
8. Ormiston in Bloom – Relationship with Men’s Shed is good and they are on board with assisting with some of the garden furniture proposed for the community centre’s garde,
9. Primrose Day Centre – Liaising with adult services regarding the upcoming lease.
10. Trevelyan Hall, Pencaitland:
11. Storage – New Tranent group took many of the toys that were transferred to the centre. We still have an abundance of toddler/baby toys so please get in touch if you are aware of a group or organisation that would take them as they will need to get re-located soon.
12. Toddlers – The toddlers group are well established again and numbers have been really promising.
13. Pencaitland Lunch Club – Supported the lunch club to secure funding from the East Lothian Friendly Food Network. Have also applied for additional funding from other sources to support the group for the year ahead.

**Andy Cheshire**

**CDO, Fa’side**

**Email:** [acheshire3@eastlothian.gov.uk](mailto:acheshire3@eastlothian.gov.uk)

**Mobile:** 07855 986 897

**18/01/2023**

**FA’SIDE AREA PARTNERSHIP**

**Fa’side Active Travel Sub Group**

**Role and Remit of sub group**

*We value the diversity of our community and promote equality. We aim to empower our communities and widen representation to influence decision making.*

*All Area Partnership members are working on behalf of Fa’side Area Partnership.*

1. **Context**

As part of the development of our current Area Plan, various community representatives, colleagues from East Lothian Council and our partners have created an action plan seeking to promote active travel.

Our Sub group, called Fa’side Active Travel (FAT) continued the work of previous colleagues and community representatives when the group first started to meet back in 2014. At the inaugural meeting of the group on 19th November 2014, those involved agreed on the following definition as the purpose and remit of the group:

*The role of the group is to develop an action plan for improved active transport provision in the Fa’side ward – taking account of four key priorities relating to active transport in the area identified during discussions with the full Area Partnership:*

1. *Improve cycle and walking access to Fa’side services and facilities (especially Ross High School).*
2. *Improve usability of existing rural path network.*
3. *Improve cycling and pedestrian environment within ward (especially Ross High School).*
4. *Ensure young people have access to bicycles and repair facilities.*

There was a consensus that the working group should be a short term arrangement with the clear target of producing a viable action plan for improvement to be included in the Fa’side Area Plan.

Fast forward three years and significant improvements and steps have been taken to improve active travel provision within the Fa’side area, thanks to the fantastic efforts of all involved in this sub group.

Although it was envisaged that the group would be a short life one, the group has evolved and has continued to meet, with an overarching aim to improve active travel options and provision within our area partnership area (this now covers two electoral wards, Tranent, Macmerry etc. and Haddington (including Ormiston and Pencaitland).

The area manager for Fa’side Area Partnership has led this group for the last three years however, more recently capacity based issues have meant that fewer meetings have taken place and therefore less activity.

As a result of this, Fa’side Area Partnership asked if there were any community volunteers who would like to take on the role of sub group chair, to organise and lead the group as we move forward with our action plan. This principle is in line with the full Area Partnership where a community chair was appointed in 2016. I am delighted to announce that Ian Pryde of Macmerry and Gladsmuir Community Action Group and Community Council (and an active member of our sub group) has agreed to be Fa’side Active Travel’s first sub group Community Chair.

1. **Definition of Active Travel**

There are a number of definitions of Active Travel however, the sub group have aligned ours to the East Lothian Active Travel Improvement plan one, which is as follows:

*‘Active travel is a concept of travel that includes only those forms of transport that require active use of the human body as a transport machine. Examples of the type of travel include walking and cycling, as this burns off energy in comparison to sedentary travel forms like driving or getting the bus.’*

ELC Draft Active Travel Improvement Plan 2018.

1. **Purpose and remit of this group**

The sub group have agreed that our purpose and remit are as follows:

1. Purpose

The purpose of Fa’side Active Travel Sub group is to encourage Fa’side residents and visitors to actively travel in our area in order to protect our environment now and in the future.

The group is a sub group of Fa’side Area Partnership and acts on their behalf on Active Travel matters.

1. Principles of group
   * 1. We will seek to work with partners to protect our active travel, core path and wider path network.
     2. We will seek to work with partners to maintain, upgrade and improve our active travel, core path and wider path network alongside our partners.
     3. We will seek to work with partners to raise awareness of the benefits of active travel to both our existing communities and those who visit our wonderful area.
2. Remit
   * 1. Providing a group for partners to work together on behalf of Fa’side Area Partnership, promoting and raising awareness of the benefits of active travel and delivering the outcomes contained in Fa’side Area Partnership’s locality plan.
     2. Take a lead role in the review of active travel matters on behalf of Fa’side Area Partnership.
     3. Provide regular reports and updates to Fa’side Area Partnership on the priorities, projects and initiatives that the group is delivering on.
     4. Monitor and evaluate the priorities, projects and initiatives contained within Fa’side Area Partnerships locality plan, through working in partnership. We will share the data we collect evidencing the need and also the usage of our core path and active travel network.
     5. Provide a group where partners can share good practice, discuss common issues and identify opportunities for collaboration.
     6. Working with partners we will seek to maximise funding streams to help maintain and upgrade our active travel routes, core paths, rural paths and also to assist East Lothian Council to attract other funding to support new and existing connecting routes both between and through our communities.
3. Key Objectives of the group (taken directly from Draft ELC Active Travel improvement plan)
   * 1. To create an active travel network for the Fa’side Area Partnership area that enables residents and visitors to get around with less reliance on the car.
     2. To ensure that there are adequate active travel connections within settlements, to enable people to reach local amenities, schools, places of work and transport hubs by active travel means for everyday journeys.
     3. To improve connectivity between communities for functional, recreational and leisure purposes.
     4. To enable people to commute out with East Lothian to neighbouring employment centres such as Edinburgh and Dalkeith using active travel and public transport rather than the car.
     5. To integrate active travel networks with other local improvements including sustainable transport hubs, green networks and economic/employment hubs, to benefit East Lothian’s residents and visitors.
     6. To reduce carbon emissions and improve air quality by promoting the use of more sustainable transport modes.
     7. To improve the health and wellbeing of people in our Area Partnership area and those visiting it.
4. **Membership**
   * 1. The group will have a Community Chair who shall be elected either from community representatives from our existing active travel group, the full Area Partnership or indeed an active member in the active travel field who lives in the Fa’side Area Partnership area.
     2. We will seek community representation from each settlement in the Fa’side area no matter how big or small.

This means we shall seek a representative from the following communities:

Tranent, Boggs Holdings, Elphinstone, Glenkinchie, Gladsmuir, Macmerry, Meadowmill, New Winton, Ormiston and Pencaitland.

* + 1. In addition, we would welcome representation from the following community groups, Tranent and District Community Sports Club, Recharge, Path wardens and any walking, cycling and horse riding groups in the area.
    2. Finally, we would welcome any members of our communities or groups who have an interest in active travel to come and support the work of this group.
    3. We will seek partner involvement and support from East Lothian Council and any other bodies or organisations which have a role or input in active travel.
    4. We specifically value the input, advice and guidance from East Lothian Council with representation from Amenity Services, Countryside Rangers team and Roads.

*The final decision on who are members of the group, lies with this group.*

1. **Community Chairperson**

A community based Chairperson (either from within the existing membership or as an individual living in our communities) will be elected for the Area Partnership by the membership. The appointment will be up to 2 years after which elections will take place.

The Community Chairperson will represent the views of the Active Travel Sub group in full partnership meetings and on decisions regarding partnership matters.

Where practical the Community Chairperson will gather the views of our membership prior to making a decision. Where there are matters that are time bound and require an urgent decision the Community Chairperson is authorised to make delegated decisions on the groups behalf. Such decisions will be made in exceptional circumstances.

1. **Governance**
2. The Chair of the Sub group/Network will be approved by the partnership.
3. Agendas for meetings will be made available in draft 1 week before the Sub group/Network meeting.
4. Each Sub group/Network will be responsible for producing their own action notes.
5. Sub groups/Network can make decisions however all financial decisions must be recommended to the partnership for approval.
6. When seeking to make recommendations relating to financial decisions to the full Area Partnership, we will seek consensus from those members present or in writing prior to the meeting. We will require 40% of our total membership plus 1 when seeking to make recommendations.
7. One vote and a deciding vote, if required, for our Community Chair.
8. One vote per Community Representative and one for each of the supporting groups.
9. All members must declare any conflict of interest regarding any matter being discussed and must abstain from related financial recommendations.
10. **Meetings**

The group will seek to meet at least 4 times per year in order to monitor our budget and projects, consider consultations and to discuss how best to progress our action plan.

1. **Budget**

At present, Fa’side Area Partnership devolves £5,000 per annum to this sub group to assist in taking forward projects or initiatives that have an active travel focus.

In addition, East Lothian Council through our colleagues in Roads, apply for £5,000 per annum for Smarter Choices, Smarter Places (Scottish Government programme) funding which can be used to promote and raise awareness of active travel matters. *Please see attached guidance on access and use of Smarter Choices, Smarter Places funding.*

Finally, Fa’side Area Partnership has access to resources from our Amenities Team. This totals £100,000 and covers labour and plant. *It does not cover the supply of materials.*

1. **Changes to Role and Remit of group**

Once they are adopted each Area Partnership may make alterations to these Standing Orders to meet the needs of their specific group.

* 1. Any member may propose an alteration to the role and remit by notifying the Chairperson of the change they propose.
  2. Details of the proposed change must be circulated to all members at least 2 weeks prior to the sub group meeting where they will be discussed.
  3. Any decision to alter the role and remit must be agreed by the majority of members and then approved by the full Fa’side Area Partnership.

*The role and remit of this group was approved by Fa’side Area Partnership on 9th October 2018.*

**Item 8 B i – Health & Wellbeing Sub Group (Fa’side Area Partnership 31/01/2023)**

Summary

We have not met as a subgroup since we had our initial meeting in October. Since then the Area Partnership authorised our proposal to be able to make autonomous decisions with regards to our £10,000 allocated budget. The Area Partnership also agreed to our proposed role and remit for the group.

Our scrutiny group was formed and we have designed the role and remit for this subgroup, with some slight adjustments to be made before this is also submitted to the Area Partnership.

The last meeting ended with us agreeing to focus on collating a schedule of facilities that are open where people can keep warm as well as enjoy each other’s company and take part in activities. This has now been completed and a facility will be open on each day of the week across Fa’side.

The chairs of each H&W subgroup across East Lothian met at the end of October. I brought along the spreadsheet we had been working on that demonstrated the warm spaces available and shared our vision for this financial year which was warmly received.

We have rearranged our January meeting to Wednesday 22nd February, 1430-1600 at VCEL. This is because we would like an agreement from the Area Partnership around another proposal which is set out below.

Andy Cheshire has met with a range of groups the groups will be listed and regarding the warm spaces idea and applications have already been received with others expected between now and the Area Partnership meeting. Andy has said that he would add these groups/organisations and the nature of their proposals, to his CDO report.

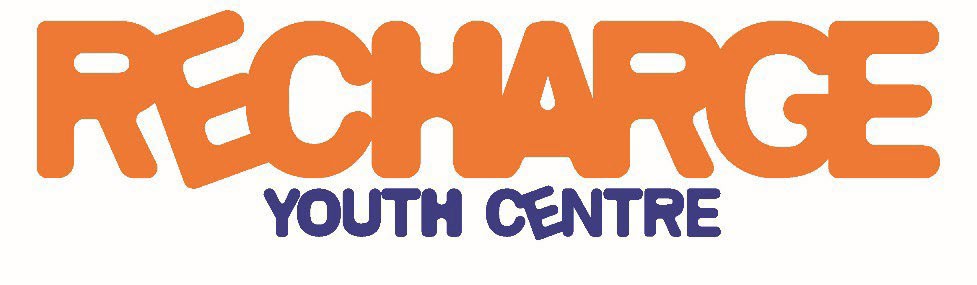
As we have no formal process agreed as yet, we would like to propose that in this instance, we are able to discuss and agree on local organisations receiving funding for the warm spaces and then we use this application process to formally agree on the process for the next financial year. I am confident that from the conversations Andy has had with local organisations that we will be able to spend our allocated budget between now and 31st March for projects that will run from February to June. This is a pilot and we will use the summer period to review this offer as, although there may not be a need for the warm spaces in the summer months, there may still be a need for these groups to combat social isolation, loneliness or even food poverty. If the need is demonstrated then we can then look at supporting similar initiatives from November 2023 to March 2024.

Each applicant will be asked to complete an area partnership application form, identifying which priority this meets within the area plan and also to meet our expectations for warm spaces.

If agreed we will ensure that the scrutiny group meet immediately after our scheduled meeting and spend can be allocated then for projects to begin in March.

Rosanne Woods, Chair, Fa’side Health and Wellbeing Subgroup, Rosanne.woods@hotmail.com

Recharge



45 High Street Tranent

East Lothian EH33 1LN

07483 453 875

[alan@rechargetranent.org](mailto:alan@rechargetranent.org) [www.rechargenow.co.uk](http://www.rechargenow.co.uk/)

Tranent Youth & Community Facility | Company No. SC287166 | Charity No. SC036626

Fa Side Area Partnership January 2023 Young Formers Update

The Group have continued to meet weekly excluding the school holidays and have been exploring a variety of issues. They are working on the identified key themes The themes are

1. Support for young people’s mental wellbeing
2. Looking at how the area can be more inclusive particularly those with mobility issues
3. Looking how to support people who are experiencing poverty
4. Identifying places young people don’t feel safe due to poor lighting

Some of the issues they have identified are mentioned below

* parking over lowered kerbs particularly at Winton place which prevents access to the high street
* lack of lighting on the path from Aldi to behind the Coalgate (core path 155)
* Lack of lighting at polson park and other parks in Tranent
* Lack of lighting at rural bus stops particularly between Tranent and Ormiston
* Ack of lighting on the pavement between Ormiston and Tranent particularly at puddle bridge.
* All the areas with poor lighting have been highlighted by multiple young people as places they would avoid for fear of safety in the dark
* They have also highlighted a lack of play areas/opportunities for young people in the area as most play parks are targeted at very young children.

Since January the main focus has been on being prepared for undertaking SCQF accredited introduction to grant making training which they are doing on Sunday the 29th of January.

Future Plans

* + explore integrating the YouthBank with the group.
  + Development of a poverty related fund for young people
  + Planning fundraising events and learn how to create and organise these.
  + Integrating the youth achievement/dynamic youth awards into the group
  + Identify community challenges for those with mobility issues.
  + Identify areas that are unsafe for young people when dark.

If you have any questions, then feel free to contact Charley Cleland on [Charley@rechargetranent.org](mailto:Charley@rechargetranent.org)

Recharge is Supported by









|  |  |  |  |
| --- | --- | --- | --- |
| 1. **Fa’side Festive Provision 2022 – original application** | **Description** | **Budget** | **Actual Spend** |
| **Hardship Fund (provide fuel tops ups, vouchers to those most in need – work in partnership with VCEL pantry to offer this support including Saturday kitchen)** | **Various** | **£1500** | **£1500**  **(*To date we have allocated £300*)** |
| **Winter Essential (aim to provide 250 winter essentials to children and young people in Fa’side @£25 per item = £6250)** | **Various** | **£6250** | **£6250** |
| **Teenage gifts (vouchers and gifts) 30 @ £30 = £900**  **Older people gifts 40 gifts @£20 = £800** | **Various** | **£1700** | **Nil, external funding supported this element \*1** |
| **Sessional staff costs (2 members of staff)**  **£11PH x 60 hours x 2 =£1320**  **In kind 4 Pennypit staff, 2 FCK staff** |  | **£1320** | **£1178.93** |
| **New Year Bags (covering fresh produce for a recipe bag and some toiletries)** | **Purchase food and toiletries** | **Nil \*2** | **£1528.50** |
| **Volunteer expenses** | **Fuel and resources** | **£300** | **£250** |
| **Total Cost of Proposal:** | | **£11,070** | **£10,707.43** |

\*1 = Pennypit Community Development Trust Go Fund Me Page and Scottish Children’s Lottery Funded this element. Spend £1700.

\*2 = Normally we receive significant surplus food from Aldi and Co-op and a donation of toiletries from other supporters, such as Johnnies Journeys. Johnnies Journey was not able to support us this year and we received much less surplus food than in previous years.

|  |  |  |  |
| --- | --- | --- | --- |
| **2. Fa’side Festive Provision 2022 – delegated authority** | **Description** | **Budget** | **Actual Spend** |
| **Additional Winter Jackets 133 primark vouchers @£25 per head** | **Various** | **Nil \*3** | **£3325** |
| **10 jackets purchased and delivered to families – cost of each jacket varied** | **Various** | **Nil \*3** | **£218** |
| **Cost of bus tickets (1 adult day saver provided per household, per voucher)** | **LRT day savers** | **Nil \*3** | **£544.50** |
| **Total Cost of Proposal:** |  | **£4000** | **£4087.50** |

\*3 = At Fa’side Area Partnership on 8th November 2022, it was agreed that if additional funding was needed to support the Festive provision, then delegated authority could be used. Delegated authority was approved on 2nd December 2022.

|  |  |  |
| --- | --- | --- |
| 1. Total budget awarded to the Pennypit | 1. Total spent by the Pennypit | 1. Amount left that Pennypit still have to allocate |
| £11,070.00 | £10,707.43 | **£275.07** |
| £ 4,000.00 | £4087.50 |  |
|  |  |  |
| **£15,070.00** | **£14,794.93** |  |

**Proposal**

Following discussions with both the Pennypit and VCEL, there has been an increase in terms of demand for the festive provisions and also in Community Pantry visits and requests for support.

Two final requests for support from both organisations, as follows:

1. Hardship fund specifically for Community Pantry users - **£1,000** (*hosted by VCEL*)
   1. Proposal to use this fund to support users with small top ups for fuel whilst they await referral for Windfarm support. Envisage, maybe around £10/20 per household until the referral has been made. In addition, to purchase items of clothing or food for users, in between either foodbank referral and or receipt of a crisis grant.
2. Additional winter essential items for those residents who sought Festive Provisions - **£2,000** (*hosted by The Pennypit Community Development Trust*)
   1. The Pennypit had hoped additional funding would have assisted them in purchasing some blankets and hot water bottles for local residents. Given the increase in the cost of food, the lack of additional external funding (which is understandable) they have been unable to purchase these items and know local residents have asked for that support.

Both the above fit with the overarching principle of tackling inequalities and the impacts of poverty, alongside Priorities 5, 6, 7, and 8 in the area plan.

**Total cost of the additional proposal = £3,000 and include the underspend**

**8 E ii** **Fa’side Warm spaces proposal**

* **Fa’side Community Kitchen**

An additional day added to the existing provision which will allow the community kitchen to be in operation Tuesday, Wednesday and Thursday every week, cooking hot nutritious meals to the local community.

**Talks completed. Application completed (£2,000).**

* **Ormiston Community Café**

To assist the café in cooking hot meals or providing a hot soup and a filled roll to local community. Subsidising the costs of resources. Café will be open every Monday morning for 1 hour.

**Talks to be completed Monday 23rd January. (proposed £500)**

* **Macmerry Miners**

To open the club to the local community for an additional 3 hours each Friday (1pm – 4pm), immediately after the café has finished. Providing hot soup and a filled roll as well as entertainment such as films, board games, etc.

**Require a volunteer for this to be up and running. (proposed £2,000)**

* **The Fraser Centre**

Support a new ‘board game café’ on Friday’s between 2pm and 4pm. Hot soup, refreshments, etc. Combatting social isolation and loneliness as well as providing a warm space.

**Talks completed. Application completed. (£2,000)**

* **The Loch Centre**

Support two new session on a Tuesday evening from 5pm – 7pm and a Sunday from 11am – 2pm. Refreshments provided. Activities to be agreed, with yoga and light exercise already offered.

Talks completed with Loch Centre. Agreement to be reached with activity provider. **Application ready to be completed. (£1,500)**

* **Tranent Library**

Support a new Saturday morning, intergenerational programme, called ‘Learn to’ where people can come along and learn a new skill each week, free of charge. Refreshments provided.

**Talks completed. Application completed. (£2,000)**

* **Carriage house in Pencaitland and Roots and Fruits Elphinstone**

I still need to have these conversations to try and ensure the whole of Fa’side is covered.

**Item 8 A - Fa’side Active Travel Sub group**

**Fa’side Active Travel (FAT) – proposed budget spend 2022/23**

1. Fa’side Active Travel sub group have a devolved budget of £5,000 per annum.
2. As you are aware the sub group have been unable to meet due to a lack of my capacity and the fact that we no longer have a Community Chairperson.
3. To date the spend for the devolved budget is £1,200 which is to support the installation of benches in Butterdean Woods, which is being supported by Macmerry and Gladsmuir Community Council and Ian Pryde.
4. No further projects have been proposed that are active travel based and as per previous updates from Ian, he had proposed to amend the sub groups name to include a Sustainability aspect, calling the group Fa’side Active, Sustainable Travel sub group (FAST). To recognise the importance of biodiversity, sustainability and climate change.
5. ELC’s Amenities team have approached me to confirm that they would like to plant Wild flower seeds in a variety of locations in and around Fa’side. If members were keen to support this then the following areas could be Wildflower seeded:
6. Tranent Roundabout (bottom of Church Street)
7. Blindwells Roundabout
8. Pencaitland junction
9. Ormiston junction
10. Managers Brae (Birsley brae), Tranent
11. Gladsmuir (layby)

Colleagues in Amenities have indicated that they will review the areas and if members had a suggestion they would look at the viability of this – as there are factors for the planting, ground type, location and ease of access for the team to carry out the ground preparation and then seeding.

They are able to undertake this work by purchasing the seeds and propose to use the amenities resource allocation to provide labour and plant. The total cost for the purchase of seeds is £3,800 *which would allocate our full funding*.

As noted, Ian had an aspiration (which fits within the general principles of the group) to amend the groups role and remit to include other elements aligned with sustainability. There is a link to within the role and remit of the sub group which links to the proposal, which I have underlined, this is as follows:

1. Key Objectives of the group (taken directly from Draft ELC Active Travel improvement plan)
2. *To reduce carbon emissions and improve air quality* by promoting the use of more sustainable transport modes

Simon Davie,

Connected Communities Fa’side Manager

*East Lothian Council and our partners are committed to the reducing poverty and tackling inequality within and between our ward areas*.

**Fa’side Area Partnership**

**Poverty Champion**

*The development of the role of Poverty Champions is a positive step towards raising the awareness of the issue and impact of poverty in East Lothian.*

**Main functions of the role**

* To provide a focus and channel to develop an understanding of poverty and its impact across East Lothian Area Partnerships or a specific partnership or subgroup.
* To ensure that poverty is on the agenda of the Area Partnership and considered as a normal part of business.
* To liaise with the Area Manager and other relevant stakeholders to ensure that poverty and inequality are considered when making funding decisions as part of the Area Plan.
* To advise other partnership members on poverty and inequality issues or to signpost them to where they can get more information.
* To seek out and maintain knowledge of poverty and inequality, policies, local initiatives or other relevant and interesting activity which could benefit the partnership.
* To act as a role model for good practice and demonstrate a proactive approach to keeping poverty on the agenda.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Fa'side**  **Item 10 A - Meeting 31/1/23** | | | | | | | | | |
| Budget Allocation 2022/23 | | | | | | | | | |
| **FOR ILLUSTRATION ONLY** | | | | | | | | | |
|  |  |  | **A** | **R** | **G** |  | **ExF** |  |  |
|  |  |  | **Amenity Services \*1** | **Roads \*2** | **General** | **SG funding** | **External funding** |  | **Notes** |
| **Date Approved** | **Organisation** | **Project** | **£100,000** | **£50,000** | **£50,000** |  |  | **Paid** |  |
| 01/04/22 | ELC - Roads | Admin fee |  | 2,500.00 |  |  |  | y | Admin fee for supporting and designing project |
| 05/04/22 | Recharge | Faside Young Defenders (Youth sub group) |  |  | 1,000.00 |  |  | y | Approved by members at AP meeting |
| 05/04/22 | ELC - Connected Communities Fa'side | Fa'side Active Travel Sub group |  |  | 5,000.00 |  |  | n | Approved by members at AP meeting |
| 05/04/22 | ELC - Connected Communities Fa'side | Fa'side Health and Well being Sub group |  |  | 10,000.00 |  |  | n | Approved by members at AP meeting |
| 05/04/22 | PCDT | Easter Lunch Club |  |  |  |  | 3,916.00 | y | Approved by members at AP meeting - from Education fund for holiday hunger |
| 31/05/22 | Cllr KM | Traffic Island Polson Park |  | 9,886.12 |  |  |  | y | Approx cost wait on works being completed - Increase in estimate as needed transport management, traffic lights etc and also footpaths either side of the island had to be dropped for users |
| 31/05/22 | Pencaitland Comm Council | Speed tables x 2 |  | 40,000.00 |  |  |  | n | Approx cost wait on works being completed |
| 18/08/22 | Tranent Wombles | Litter picking supports |  |  | 3,000.00 |  |  | y |  |
| 18/08/22 | Brunt Court TRA on behalf of Well Wynd Residents | Connecting after COVID 19 |  |  | 1,043.00 |  |  | y | Brunt Court are hosting funds but funding provided will be used to support Well Wynd residents |
| 18/08/22 | Mental health café | Keep the Heid |  |  | 4,040.00 |  |  | y | Reduced amount following feedback from members |
| 12/10/22 | PCDT | Oct 22 & Feb 23 Lunch clubs |  |  | 3,390.00 |  | 2,684.00 | y | Approved through Delegated Authority due to timescales involved. Using final sum of Education funding for holiday hunger to support the request. |
| 21/10/22 | Pencaitland Comm Council | Speed tables x 2 |  | -40,000.00 |  |  |  | n | Roads unable to carry out works - see Item 10A I 1 |
| 21/10/22 | ELC Roads team | EV charging points in Tranent |  | 37,614.00 |  |  |  | y | This sum will be matched by SG funding to install 2 new points in housing schemes in Tranent |
| 08/11/22 | PCDT | Faside Festive Provision 2022 |  |  | 11,070.00 |  |  | y | Approved at AP meeting with agreement that if additional funds were needed then delegated authority could be used. |
| 02/12/22 | PCDT | Additional funding Faside Festive provision |  |  | 4,000.00 |  |  | y | Delegated authority used, supported by AP members from 8/11/22 meeting |
| 31/01/23 | East Lothian Roots and Fruits | Shelving for shop |  |  | 500.00 |  |  | n | PROPOSAL BEING PUT FORWARD AT MEETING - MEMBERS TO DECIDE OUTCOME |
| 31/01/23 | St Martins Primary School | Outdoor storage for school and community groups |  |  | 6,480.00 |  |  | n | PROPOSAL BEING PUT FORWARD AT MEETING - MEMBERS TO DECIDE OUTCOME |
| 31/01/23 | St Martins Parish Council | Improvements to parish hall |  |  | 3,000.00 |  |  | n | PROPOSAL BEING PUT FORWARD AT MEETING - MEMBERS TO DECIDE OUTCOME |
| 31/01/23 | PCDT | Final festive provision supports - winter essentials |  |  | 2,000.00 |  |  | n | PROPOSAL BEING PUT FORWARD AT MEETING - MEMBERS TO DECIDE OUTCOME |
| 31/01/23 | VCEL | Hardship fund for Community Pantry |  |  | 1,000.00 |  |  | n | PROPOSAL BEING PUT FORWARD AT MEETING - MEMBERS TO DECIDE OUTCOME |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  | Total Spend | £- | £50,000 | £55,523.00 | £ - | £6,600 |  |  |
|  |  | Balance | **£100,000** | **£(0)** | **-£5,523.00** |  | **£ (6,600)** |  |  |
|  |  |  |  |  |  |  |  |  |  |

**Item 10 B**

The team and I have received a number of additional requests seeking funding supports. Some of these have sat waiting until after we clarified what the position was for our Festive provisions. Some applications, East Lothian Roots and Fruits, had gone to other sources (HWB sub group) some time ago. Others had contacted me however, I missed their emails due to the volume of enquiries and a lack of capacity. I have put each application in date order we have received their request, as follows:

1. 17th August 2022 – East Lothian Roots and Fruits – **Sum sought £500**

Initially applied to HWB sub group however, group were still reviewing and creating governance for it. The group then decided to focus on Warm Spaces and the request did not fit with that theme and therefore has been passed back to the full AP for consideration.

Project seeking shelving to assist the organisation in their shop (we have supported a similar project at the Community Pantry in VCEL).

Links to priorities 1, 5, 6 and 9. Not directly, but having a better organised shop will assist the charity in delivering all of these priorities.

1. 31st August 2022 – St Martin’s Primary School – **Sum sought £6,480**

Email was missed by me. Please note this is an education based request. Seeking to improve their playground experience for pupils and community groups, either connected to the parish or who use the school or church hall facilities as well as those supported by the Parent council.

Project seeking external storage for various loose parts play equipment which will support the school population alongside those community groups who use the school and church hall.

Links to priorities 1, 4, 6, 8, 9 and 10. Not directly, but having storage will mean a better organised school and will improve the offer of play equipment for the school population and community groups who use both the school and the church hall. Therefore the school will assist local residents in delivering on these priorities.

1. 20th October 2022 – St Martins Parish Council – **Sum sought £3,000**

Email missed by me. Initially sought support to support the costs of a new cooker for the church hall. During the pandemic the Church provided us with their hall for over a year, allowing the Pennypit, my team and Resilience teams to operate. Indeed we used their cooker for a period prior to moving the cooking aspect to ELCO. Unfortunately, the Parish Council purchased the cooker in advance of the enquiry.

Project is seeking to paint and decorate the hall toilets, install new hand dryers and purchase a new vacuum cleaner as there’s no longer works.

Links to priorities 1, 5, 6, 8, 9 and 10. Not directly, but having improved facilities will enable the parish to provide a better facility to assist the charity in delivering all of these priorities.

1. 26th October 2022 – Fa’side Festive provision – **Sum sought £3,000**

As detailed in the separate item under Scrutiny and Monitoring. The original application for the Festive provision was received on 26th October.

1. Budget remaining as at 19th January 2022 = £7,457.00
2. Total of requests received as at 19th January 2022 = £12,980
3. Budget remaining = - £5,523 (overspent)

**There are a number of options open to partnership members:**

1. Reduce the amount awarded to all those who requested supported to bring in the awards in line with our remaining budget. This would provide each group with an award.
2. Decide not to support some of the project, again aligning the awards with our remaining budget.
3. Postpone some awards to next financial year, on the understanding that the partnership’s budget (although is the council’s core budget) has not been clarified for 2023/24. This would support all those who have submitted requests.

Once members have decided upon a way forward, if there are requests that are to be supported then I will contact the groups and get them to submit an application to the partnership, which I will attach to the paperwork for each awarded project.

**Simon Davie**

**Connected Communities’ Manager- Fa’side**

19th January 2023