

**Minutes of the meeting of the Fa'side Area Partnership  
7 November 2023 7.00-9.00pm, a ZOOM Meeting.**

**Chair**

1. Chair Bill Axon (BA)

Quorum  
11

**Members and substitute members present:**

2. Debbie Middlemass, Vice Chair (DM)
3. Alan Lauder, Macmerry and Gladsmuir CC (AL)
4. Rosanne Woods, Chair of the (RW)
5. Alan Bell, Recharge (AB)
6. Richard Kerr, Pencaitland CC (RK)
7. Cllr Lee-Anne Menzies, Elected Member, ELC (LAM)
8. Cllr Fiona Dugdale, Elected Member, ELC (FD)
9. Mike Falconer, TECC, Chair (MF)
10. Margo MacDonald, Elphinstone CA (MM)
11. Russell McLarty, FaCTS Chair (RMcL)
12. Maureen Allan, VCEL
13. David Todd, Macmerry & Gladsmuir CC (DT)
14. Carla Allan, VCEL

**Others in attendance**

Simon Davie, Connected Communities Manager – Fa'side, ELC (SD)  
Andy Cheshire, CDO, Connected Communities - Fa'side, ELC (AC)  
Tracey Redpath, CDO, Connected Communities – Fa'side, ELC (TR)  
Lorna MacLennan, Business Support Administrator, ELC (LM)  
Marilyn McNeill, IJB (MMc)

**Apologies**

Cllr Kenny McLeod, Elected Member, ELC (KMc)  
Isobel Berry, Elphinstone Community Association, Fa'side TRA (IB)  
Cllr Shamin Akhtar, Elected Member, ELC (SA)  
Carol Finneron, Pencaitland CC (CF)  
Donald Grant, Co-opted member (DG)  
Loreen Pardoe, Ross High Parent Teacher Council (LP)  
Kathryn-Jane James, Support from the Start (KJJ)  
Cllr Colin McGinn, Elected Member, ELC (CM)  
Neill Ellis, Tranent and Elphinstone CC (NE)  
Paul Huish, Club & Community Sports Development  
Paul Reynolds, Head Teacher, Ross High (PR)  
Ray Rickis, Housing (RR)

***Voting members in attendance – 12 present***

	<b>Key discussion points</b>	
1.	<p><b><u>Welcome</u></b></p> <p>BA welcomed everyone to the meeting of Fa'side Area Partnership.</p> <p>All papers for the meeting have been circulated. LM confirmed the meeting was quorate.</p> <p>BA welcomed David Todd, the Chair of Macmerry &amp; Gladsmuir Community Council, Russell McLarty, Chair of the Fa'side Active Travel Group, and Carla Allan from VCEL to their first meeting.</p> <p>BA also welcomed TR in her capacity as Community Development Officer.</p>	
	<p><b><u>Apologies</u></b></p> <p>Apologies are noted above.</p>	
2.	<p><b><u>Declarations of interest for agenda items</u></b></p> <p>BA stated that as we went through the meeting, if members felt they had a Declaration of Interest to state at that time or when items were being discussed.</p>	
3.	<p><b><u>Approval of Minutes</u></b></p> <p>BA went through the minutes.</p> <p>These were approved by TR and Seconded by MF.</p>	
4.	<p><b><u>Matters Arising</u></b></p> <p>Cllr Dugdale joined the meeting.</p> <p><b>Page 9, Item 7a</b> – 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. <b>Matter ongoing.</b></p> <p><b>Page 5 Item 8a ii – Cairns at Church Street</b> –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 move. SD met with Ed Hendrikson, in discussions with planning and will seek to move this winter period. SD met with Library staff from George Johnston Centre, Tranent and he hopes they will lead this final element of the project. <b>Matter ongoing.</b></p> <p><b>Page 6, Item 6, B, a</b> – Junior Youth Work. AC will provide a finalised report from the outdoor education pilot to a future area partnership meeting. <b>Matter ongoing.</b></p>	<p>SD/ MA</p> <p>SD</p> <p>AC</p>

<p><b>Page 4 Item 5biii</b> – Warm Spaces AC will update at a future meeting. <b>Matter on going.</b></p>	AC
<p><b>Page 7 Item 10 ii</b> – Fa’side Health and Wellbeing – RW and AC will circulate their scrutiny and monitoring papers to all members for a vote. SD circulated papers with this agenda. <b>Matter completed.</b></p>	SD/ LM
<p><b>Page 11 Item 14</b> – Draft Press Release – SD/LM will complete. <b>Matter Ongoing.</b></p>	SD/ LM
<p><b>Page 4 item 7Ic – Community Development Officer Asset transfer</b> – SD will provide more information to members asap.</p>	SD
<p><b>Page 4 Item Id – Festive Provision</b> – SD had circulated the evaluation report from 22/23 and this is attached separately. <b>Matter Completed.</b></p>	
<p><b>Page 4 Item Ie</b> – SD has invited David Todd to this meeting. <b>Matter Completed.</b></p>	
<p><b>Page 5 Item 7IIa</b> – AC advise that Ormiston Youth Club stated on the 31<sup>st</sup> October 2023. <b>Matter Completed</b></p>	
<p><b>Page 5 Item 7IIId</b> – Recharge Service Level Agreement. SD advised members that he has reviewed the draft proposal and conversations are ongoing with senior ELC staff. AC/AB will update members once more is known under their Agenda item. <b>Matter Completed</b></p>	AC/ AB
<p><b>Page 5 Item 8</b> – Area Plan Consultation – AC will make contact with Susan Humble from ELPA. <b>Matter Ongoing.</b></p>	AC
<p><b>Page 5 Item 8</b> – Area Plan Consultation – NE asked SD to create a simple table to explain the differences between the Area Plan consultation and other on-going consultations. SD has completed the table and NE has checked it. SD will circulate following discussion under Item 6 on this Agenda. <b>Matter Completed</b></p>	
<p><b>Page 7 Item 11II</b> – Fa’side Health and Wellbeing – SD circulated the updated role and remit and scrutiny and monitoring papers with the next agenda. These papers are attached. <b>Matter completed.</b></p>	
<p><b>Page 8 Item 12vii</b> – TR to provide information on <i>free mental health training and suicide prevention training</i>. TR provided the information which was contained as post minute note in our last set of minutes. <b>Matter completed.</b></p>	
<p><b>Page 8 Item 13Ai – Tranent and Elphinstone Community Council Speed Reactive Signs, Church Street</b> – SD and LM to process and pass onto roads to deliver. <b>Matter Completed.</b></p>	

5. **Connected Communities Team Update**

I. **Manager Report** – SD referred to his previously circulated report. He flagged the following key points for members:

- a. SD confirmed that TR had started in the team on Monday 6<sup>th</sup> November 2023 and would be working alongside SD and AC. TR will cover Tranent, Elphinstone and Meadowmill. AC will have sole responsibility for Youth Work. AC and TR will split the support provided to Area Partnership subgroups. SD will provide members with a table clarifying areas of responsibility and activities/groups they are supporting.
- b. **Community Development Officer** – Asset Transfer – SD hopes to announce to members in the coming weeks what our new officers name is.
- c. **Festive Provision** – SD advised members that work is ongoing to prepare for this year’s provision. Our team’s role provides the back-office logistics such as creation of referral form, collation of referrals and the creation of driver routes. All of this was made possible through external funding, support of the Pennypit and our amazing volunteers.
- d. **Community Intervention Fund** – SD highlighted to members that this fund had now been paused. This may have an impact on community groups interested in improving their community’s facilities.
- e. **Mid and East Lothian Drug and Alcohol Partnership (MELDAP)** – SD updated members to confirm that our low threshold recovery café has closed at Tranent Parish Church Hall. SD will confirm once new premises are identified.

BA asked members if they had any questions or queries for SD. None were tabled.

II. **Community Development Officer update** – AC referred to his previously circulated report and highlighted the following:

- a. AC advised that he has been undertaking focus group conversations with targeted groups such as the Young Formers at Recharge and Older residents that access FCK. Depending on the outcome of Item 6 on this Agenda both he and TR may carry out additional focus groups.
- b. AC confirmed that a new Youth Club has started in Ormiston on 31<sup>st</sup> October 2023. AC thanked AB and Recharge staff for supporting this new club. ELC Youth Work Staff have now taken on the running of the club. Following consultation with the

children and young people AC confirmed that through the Connected Communities part time youth work budget, we were able to purchase resources that the young people had asked for. DT asked AC if there was an opportunity to create a new group in Macmerry and Gladsmuir? AC advised that due to budget constraints it was unlikely that we would be in position to facilitate this prior to the new financial year. SD advised that it had always been our plan to provide a Youth Club in Macmerry and Gladsmuir. Uncertainty over budgets mean this may or may not be possible next year. SD would be more than happy to arrange a follow up chat with DT to discuss our proposals and see if the community council could help.

- c. AC confirmed that our part time Youth Workers will commence issue-based youth work in conjunction with our education colleagues in 2 primary schools starting Friday 10<sup>th</sup> November.
- d. AC advised work is ongoing with AB on a proposed new Service Level Agreement. This work is critical as securing an additional 3 year plus period will enable AB and Recharge to continue existing services, support the work for our specialist Youth Work Co-ordinator, Chair our Children and Young People Professional Network (the next meeting is to be held on Tuesday 5<sup>th</sup> December from 10 to 12 noon venue to be confirmed), and supporting ELC's strategic work on their 'Youth Vision'
- e. AC confirmed that the Pencaitland Youth Club has been so successful that they are now opening on a Thursday night, starting 9<sup>th</sup> November 2023.

BA asked members if they had any questions or queries?

MA wanted clarification that there was no duplication between the work of the Children and Young People Professional Network (CYPPN) and the Youth Forum which is run and hosted by VCEL. AB advised that the CYPPN is locally focused, and the Youth Forum is East Lothian wide. AB also confirmed that as he attends both this will ensure there is no duplication.

FD asked if Children and Young People from other villages could attend the new youth club? AC advised that as long as children and young people live in the Fa'side Area they could attend. AB also advised that this is already happening as children and young people from Boggs Holdings were already attending the Pencaitland Club.

6. **Update following Area Plan Consultation**

**A.** Common themes: responses to date – SD referred to the previously circulated paper. He advised members that he had some concerns that key themes such as mental health and wellbeing, drug and alcohol, older people, those living with Dementia and Carers were missing from our feedback. SD reflected that perhaps using the

maps had focused residents on infrastructure. SD asked members for input on how we could address these missing groups/themes?

LAM – thanked SD for the paper and his reflection. LAM confirmed to members that she was not surprised that these groups/themes were missing. Sometimes these groups are referred to are hard to reach. She did not like this term and the reality is that these groups were often easy to ignore. LAM advised that she did not have the answers but wanted to ensure we engaged with those that were easy to ignore.

MA – advised members that our communities were facing survey fatigue and it was down to the Area Partnership to make the joins and have clearer supported conversations with our local residents and remove any barriers to participation. MA highlighted that Jane Ogden-Smith had undertaken a community consultation on behalf of the Health and Social Care Partnership, and that the findings from this should be able to be shared with our Area Partnership.

TR suggested that we could carry out supported conversations through targeted focus group work. This could mean that we speak to the Day Centres, Carer East Lothian, Dementia Friendly Tranent and MELD for example.

RW advised that she was due to meet Alison Brown from the Fraser Centre. As there had been an aspiration to start a dementia friendly café in the Centre. RW will invite TR to the meeting. RW also commented that it would be good to obtain the views of those living with Dementia including families and carers.

RW

RMcL advised members that he completed the form and found that it was very bland and difficult to engage with. He supported MA's view of a more conversational approach to seeking feedback.

AB reminded members of The Haven at the Fraser Centre. It maybe that they have information which is shareable or that they can host a targeted focus group.

FD reminded members that Changes are a local Mental Health project and they maybe able to share data or host a focus group.

DT agreed with the general view that we need to reflect on our existing engagement method. Gala Days maybe an option for the future.

SD/  
CCFT

SD thanked members for their valuable input and suggestions. BA commented that we will clearly need to review our engagement method for the future.

B. Delay on consultation – SD advised that ELC are reviewing the East Lothian Plan and this work should be completed around the end of December 23.

	<p>C. Extension of online consultation – SD asked members based on the above if they would be supportive in extending the online consultation until the beginning of January 2024. MF asked if we could create an option for local residents who may only want to feedback on one particular matter. SD confirmed that we would add this as an option when re advertising.</p> <p>There was a general discussion around the amount of active consultations and those that have just concluded. There was a recognition that a number of these are statutory consultations which the Scottish Government require a response from local communities. A comment was made that some of the consultations are complex and what they require guidance or support to complete them.</p> <p>BA asked SD to reflex the view of our member and speak to Stewart Cooper, ELC.</p>	<p>SD</p> <p>SD</p> <p>SD</p>
<p>7.</p>	<p><b><u>Consultation hub</u></b></p> <p>SD referred to this matter for information taking on board the previous comments received.</p> <p>Here is the general link to the Consultation hub. There are/were other consultations ongoing but not relevant to our area or have closed.  <a href="https://eastlothianconsultations.co.uk/">https://eastlothianconsultations.co.uk/</a></p> <p>A. <a href="https://eastlothianconsultations.co.uk/">East Lothian Council - Citizen Space (eastlothianconsultations.co.uk)</a>  B. East Lothian Independent Advocacy Strategy – Closes on 3<sup>rd</sup> November 2023 - <a href="https://eastlothianconsultations.co.uk/adult-wellbeing/east-lothian-independent-advocacy-strategy/">https://eastlothianconsultations.co.uk/adult-wellbeing/east-lothian-independent-advocacy-strategy/</a>  C. Draft Housing Strategy 2024-2029 – Closes on 10<sup>th</sup> November 2023 - <a href="https://eastlothianconsultations.co.uk/housing-environment/draft-local-housing-strategy-2024-2029/">https://eastlothianconsultations.co.uk/housing-environment/draft-local-housing-strategy-2024-2029/</a>  D. East Lothian Play Sufficiency Assessment – Closes on 13<sup>th</sup> November 2023 - <a href="https://eastlothianconsultations.co.uk/housing-environment/play-sufficiency-assessment/">https://eastlothianconsultations.co.uk/housing-environment/play-sufficiency-assessment/</a>  E. Journey Hubs: new connections for sustainable transport in East Lothian – Closes 30<sup>th</sup> November 2023 - <a href="https://eastlothianconsultations.co.uk/infrastructure/journey-hubs/">https://eastlothianconsultations.co.uk/infrastructure/journey-hubs/</a>  F. Services for Older People - Closes 30<sup>th</sup> November 2023 - <a href="https://eastlothianconsultations.co.uk/communications/services-for-older-people/">https://eastlothianconsultations.co.uk/communications/services-for-older-people/</a>  G. The Brunton Audience Feedback Survey – Closes 31<sup>st</sup> January 2024 - <a href="https://eastlothianconsultations.co.uk/policy-partnerships/the-brunton-audience-feedback-survey/">https://eastlothianconsultations.co.uk/policy-partnerships/the-brunton-audience-feedback-survey/</a></p>	<p>ALL</p>
<p>8.</p>	<p><b><u>Subgroup updates and Community Groups</u></b></p> <p>A. <b>Fa’side Active Travel</b> – <i>attached</i>.</p> <p>BA welcomed RMcL to his first AP meeting. He asked RMcL to provide his update. RMcL thanked BA for his warm welcome. RMcL indicated that a small working group had been set up of interested parties. The focus of that group was to widen the scope of the existing active travel sub-group to include Climate and sustainability as well as</p>	

Active Travel. There were still some key links from the focus of the old group into the focus of the new group. Such as mapping our core paths/Green Networks, this could include historical information, local people and/or points of interest such as local parks.

RMcL confirmed that East Lothian Climate Action Network (ELCAN) has been successful in securing external funding for a climate hub. This will be located in Fraser Centre, and it is hoped that the workers will be able to obtain external funding to support the focus of the new subgroup.

RMcL indicated that there were some really exciting projects such as an East Lothian wide heat pump project, which could benefit Fa'side area. MA had some questions on this matter and some concerns how feasible it would be commercially? RMcL understood MA concerns however felt that the new proposed subgroup could at least represent the views of our local communities. RMcL advised members that the small subgroup wanted to run an information and awareness evening about the new proposed subgroup focus. Unfortunately, only a few community reps signed up for this session. As a result, it was postponed with a view to reorganise this early in the new year.

SD advised that he would provide RMcL with a list of local groups and contacts in order for him to make direct contact and attend their meeting to seek some community representation.

BA thanked RMcL for his update. BA asked RMcL to provide Ian Pryde with our good wishes and a vote of thanks for his time, commitment, effort and support in driving forward our Active Travel priorities.

I. *Draft Role and Remit paper – Fa'side Climate, Transport and Sustainability Subgroup*

BA asked members to vote on the proposal to change the role and remit of the subgroup, widening its focus to a Fa'side Climate, Transport and Sustainability Subgroup. No members opposed the proposal and 12 voted for.

*Post Minute Note: - SD forgot to seek clarity that this would mean RMcL is the new Chair of FaCTS. Given that 12 voted for the new subgroup focus and that RmCL has been acting as interim chair, SD is seeking to formalise this. If any members object to the proposal, please contact LM before 30<sup>th</sup> November.*

FD also wondered what happened to the allocated funding for active travel subgroup? SD advised no funding had been allocated to date and the sum would transfer over to the new subgroup. In reality the funds did not leave ELC until such times as the group identifies a project(s).

SD/  
RMcL



	<p><b>B. Fa'side Health and Well Being</b></p> <p>I. <b>Update paper from group</b> – attached. RW provided an update on the work of the group to date. No questions were tabled.</p> <p>II. <b>NEW – Draft Role and Remit paper</b> – AC referred to the amended attached paper and asked members if they had any queries. None were tabled. AC noted that there were a couple of small typos. He asked members if they would vote, and he would amend the typos subsequently. BA asked members to vote. There were no objections and 12 members voted for.</p> <p>III. <b>NEW – Draft Scoring Matrix for Subgroup and budget</b> - attached – BA asked members if there was any objection to the previously circulated scoring matrix. No objection were raised, 12 members voted for.</p> <p><b>C. Fa'side Young Formers – Recharge</b> – attached. AB confirmed that Ryan Moir (RMo) had completed the attached report. RMo will attend out next Area Partnership meeting. Ab referred to the attached report and highlighted the work around Youth Clubs, the additional nights provision in Pencaitland, the training that the Young Formers had taken and work around challenge poverty week. AB asked members if they had any questions or comments? SD asked AB if he could provide an update on the specialist Youth Worker role? AB advised that the role is connected into the Councils single point of access process, which means that children and young people are appropriately referred to services in the area. Also, Fa'side have just commenced a Child Planning Framework for the area. This specialist Youth Worker will attend these meetings also which should stop duplication of support and increase awareness of local charities and/or services. FD highlighted that it was a very important role and she had been impressed by the impact to date. SD asked all members to speak to AB if they wanted more information on the role and its impact. MF highlighted the early intervention and prevention are crucial and therefore supports this important role.</p> <p><b>D. Support from the Start</b> – DM confirmed that they issued a Survey Monkey and the majority of responders that they would prefer to meet once per term online. DM/KJJ are investigating dates for future meeting and will get back to people when these are confirmed. DM noted that they still have a small amount of funding still to allocate for bursaries for children up to the age of 8 years old.</p> <p><b>E. Poverty Champion update – No update – Community Champion needed.</b></p>	<p>RW/ AC/TR</p> <p>RW/ AC/TR</p> <p>ALL</p> <p>ALL</p>
9.	<p><b><u>Third Sector update (VCEL)</u></b></p> <p>MA advised members that CA is a new locality lead and will taking over from TR. CA is undergoing induction period and is happy to meet</p>	

members or groups/organisations. If members would like to arrange directly, please contact [carla@volunteereastlothian.org.uk](mailto:carla@volunteereastlothian.org.uk). MA asked TR if she would provide the update.

- A. 3<sup>rd</sup> Sector update – for more information please click the link : <https://www.volunteereastlothian.org.uk/latest-news>
- B. Third Sector update – as at 19<sup>th</sup> October 2023 **FOR INFORMATION ONLY**  
<https://mailchi.mp/a2173afc8b20/east-lothian-third-sector-update-12102023?e=2a16c14fcf>
- C. Funding streams available – **FOR INFORMATION ONLY** please click the link the link : [VCEL Monthly Funding Update | October 2023 – Volunteer Centre East Lothian \(volunteereastlothian.org.uk\)](#)
  - I. One Council Partnership Fund is currently open and closes the 1<sup>st</sup> December 2023. [One Council Partnership Fund | One Council Partnership Fund | East Lothian Council](#). TR reminded members to share this amongst their networks.
- D. [VCEL are hosting their 3<sup>rd</sup> Sector Annual conference on Thursday 14<sup>th</sup> November between 10am and 3pm, at the Royal Musselburgh Golf Club in Prestonpans: https://www.volunteereastlothian.org.uk/latest-news/third-sector-annual-conference-2023](#)

TR advised that there are still some spaces left for stall holders if groups/organisations were interested to showcase their group/organisation.

- E. Communities Mental Health & Wellbeing fund: [Communities Mental Health & Wellbeing Fund for Adults Year 3 – OPEN – Volunteer Centre East Lothian \(volunteereastlothian.org.uk\)](#)
  - I. Community Mental Health and Wellbeing Fund – this currently open and closes on 3<sup>rd</sup> December 2023. Small grants available up to £2500 and large grants up to £15000. Please see the above link if interested.

No questions were tabled.

10. **Budget updates**

- i. **Budget for Financial Year 2023/24** – attached – SD referred to the previously circulated paper asking if anyone had any questions. No questions were tabled.
- ii. **Roads Budget discussion** – attached. SD referred to the previously attached papers and summarised the connect for members. BA asked members if they had any questions or queries?
  - A. Email from Sharon and Tom – Attached.
  - B. Impact on Fa’side Area Partnership and members.
  - C. ELC’s financial paper from August 2023 council meeting.
  - D. **Discussion** – Various members expressed their disappointment at this decision. Members are very aware of the Councils

Financial situation however, felt that in the spirit of partnership there should have been some dialogue prior to the decision. BA agreed with this point and noted some discussion had taken place amongst AP Chairs. BA asked LAM and FD if they were aware when this matter was raised at Council of the impact for local communities. LAM advised she was aware. RK advised that the main impact of the decision related to the Pencaitland community. RK indicated that community councillors and members of his community felt aggrieved. This is the second time that a project has been supported through the devolved budget of the Area Partnership but remains undelivered. FD advised that Pencaitland CC should email their local councillors to seek support. RK advised that the matter has been raised regularly with local Councillors and directly with ELC's Roads Team. FD indicated that Pencaitland CC should consider influencing the roads capital programme. BA indicated that the main issue seemed to be a lack of communication. As a key partner he would expect to be involved in early conversations around a change in our devolved budget.

NOTE

iii. **Possible new applications**

- a. **Natural Connections** – note of interest: The Community (used to be Secret Garden), Tranent – SD referred to the previously circulated note of interest. SD has confirmed that there are no direct funding streams that allow either ELC or Natural Connections to secure funding specifically for the removal of Ash Die Back.

MA declared an interest as VCEL own the land on which the community garden is sited. MA clarified that there is no 3<sup>rd</sup> sector funding available in Scotland to support such requests. MA indicated that VCEL maybe in a position to contribute to a cocktail of funding to try and resolve this matter. SD advised that one quote had been received for the complete removal of all trees, this totalled in excess of £12,000. SD advised that a request had been made to the local housing partnership seeking £5,000 of support. A decision on this request has been agreed in principle however, the community housing manager has still to provide written confirmation of this award. Natural Connections are a small charity with a very small turnover and insufficient funds to support undertaking this work. A general discussion took place. SD proposed that members agreed in principle to support this request, with a view to identifying what (if any) the shortfall in funding would be. A vote was taken, and all members agreed to a delegated authority decision being taken by BA and DM.

TR

- b. **Fa'side Festive Provision** – review of evaluation 2022/23 SD referred to the previously circulated report and asked members if they had any queries or comments. MF advised that this was a huge undertaking and the evaluation highlighted just how much work goes into supporting those who are a bit more

	<p>vulnerable in our communities. All members approved the evaluation.</p> <p>c. <b>Fa'side Festive Provision</b> – 2023/23 – as a result of the decision taken under 10,iii,b, LM was able to release the payment to the PennyPit.</p> <p>d. <b>Update</b> – possible urgent need for Jingle Bag support – SD referred to the previously circulated email from Ruth Davie of PCDT. BA indicated that the timing of this decision was really concerning, given how close we were to the start of the Festive Provision. SD confirmed that the shortfall for Fa'side was £5,000 and he has contacted the local Community Councils to ask them to cover this sum. MF confirmed that TECC are discussing this at the moment. DT stated they were doing the same. A lengthy discussion took place, and the following was agreed by all members. Delegated authority was given to BA and DM to cover any shortfall required.</p> <p>e. SD advised members that <b>two notes of interest</b> have been received seeking support for AP funding. These will be picked up at a future meeting if required.</p>	<p>SD/ LM</p> <p>SD/ LM/BA /DM</p>
<p>11.</p>	<p><b><u>AOCB</u></b></p> <p>BA asked members if there was any other competent business? None were tabled.</p>	
<p>12.</p>	<p><b>Dates of area partnership meeting</b></p> <p>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.</p> <p>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.</p> <p>A. AGM still to be organised in 2024. BA advised members that SD and LM will identify suitable dates.</p> <p>B. Proposed meeting dates for 2024.</p> <p style="padding-left: 40px;">23/01/24 05/03/24 07/05/24 04/06/24 03/09/24 05/11/24</p> <p>SD asked members to check the above dates and clarify if there are any clashes with other meetings. Members to contact LM by 23 January 2024.</p>	<p>ALL</p> <p>SD/ LM/BA /DM</p> <p>ALL</p>

**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

## **Item 5 A – Meeting papers 7/11/23**

Connected Communities Managers update as at 17<sup>th</sup> August 2023

Covering period 17<sup>th</sup> August to 23<sup>rd</sup> October 2023

### 1. Team update:

My line manager, Caitlin McCorry is retiring at the end of December. Uncertain what impact this will have on the team and will provide an update to members once this is more.

Capacity is still an issue for the team however, I am really pleased to welcome Tracey Redpath as our new Community Development Officer. Tracey will be starting on Monday 6<sup>th</sup> November 2023 and working with us four days per week. We are still to clarify what areas Tracey will be covering and will be able to update you at our next meeting.

Another addition to our team, albeit the role is East Lothian wide, is our Community Development Officer – focussed on Community Asset Transfer. We have offered the position to a candidate, who has accepted and at present are going through our HR processes. I hope to be able to confirm to you the name and start date of the officer very shortly.

This should provide the team with much need resource and positively impact on our capacity. Which might increase immediately, as we train and carry out our formal induction period for both members of the team. So please bear with us 😊.

2. Subgroups of area partnerships: Individual updates included on this agenda, including a positive update on the Active Travel subgroup.
3. 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. I am still awaiting an update on this matter. *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.

- A. Tranent Town Hall: The Bronx continue to operate from the Town Hall as per their agreement, which has now been extended for another year. They are involved in ongoing conversations with the club about seeking Trustees for their Community Interest Company. Any interested parties please contact

Andy, Paul or Tracey. We have some building related matters which we are in discussion about at present. **Matter ongoing.**

- B. Elphinstone Community Centre: No updates.
  - C. Ormiston Community Centre: Extended the legal agreement with Primrose Day Centre for 6 months. Primrose are undertaking a tendering exercise for the services they provide, and we await the outcome. Should they be successful in this process, then Health and Social Care colleagues and I will meet with them to discuss their business plan. **Matter ongoing.**
  - D. Trevelyan Hall (Pencaitland): Working with the community council and local representatives to tidy up and better organise the space in the hall. Also have been supporting the community with some aspirations about looking at community assets in Pencaitland. **Matter ongoing.**
  - E. Macmerry Village Hall: Mensshed and Community Council are the only community groups using the hall at present, due to Facilities Management being in business continuity. Trusted key holder procedure in place and engaging with Community Council and local resilience team on this matter. **Matter ongoing.**
  - F. Booking live system: Engaging with colleagues on this system and how it affects 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.**
4. 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.**
  5. Pavilion at Polson: Ongoing conversation on how this matter could be taken forward. Being led by Sports, Countryside and Leisure. Will update members once more is known. **Matter ongoing.**
  6. Festive Provision: The proposal this year is to scale back what we provided last year, as there is a higher demand for Area Partnership projects this financial year. Neil is working with colleagues in Education on creating a new process for the main referral element. **Matter ongoing.**
  7. Dementia Friendly Tranent (DFT) – Garden of Reflection, Polson Park - DFT: Significant work completed at the garden. Seats have now been installed. Need to arrange a catch up with DFT members to clarify how things are progressing. Main works have been completed. Matter closed.
  8. 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.**

9. 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.**
10. 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.**
11. Area Partnership review (East Lothian wide) – this matter is now ongoing and regular updates will be received either as standing agenda items or updates within this report. **Matter ongoing.**
12. 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. Discussion around a strategic approach to speed related matters across East Lothian. Members of CAPP will raise with Roads colleagues. **Matter ongoing.**
13. Conversation on the Support from the Start Network: Fa'side – Co-chairs now appointed, Debbie Middlemass and Kathryn Jane James. Regular updates at AP meeting. Matter closed.
14. Review of Fa'side Area Partnership area plan – Phase 1 of face to face consultation has been concluded. **Matter ongoing.**
15. Review of Area Partnership application – linked to the area plan and general governance review, a number of applicants have fed back to us that the current application is not easy to use. As a result, Stevie McKinlay, Scott McKail and I have agreed to review the application and then present it to all Area Partnerships for consideration. Work is ongoing on this matter, and we will share the draft with members shortly. **Matters ongoing.**
16. Whole Family Well Being Fund (now called Families Together in East Lothian). Alison Cameron is leading a team looking to map what services exist in Fa'side which could support the 'whole family,' Alison's team have been along to our Children and Youth Network and will attend our Health and Well Being Subgroup next week. This has the potential to be a far reaching exercise and project, with the team seeking to employ workers for the local area, to support the 'whole family.' **Matter ongoing.**
17. Blindwells – attended a site visit with the developer and colleagues from community housing and Preston, Seton and Gosford area. Developer has indicated

that they are happy to attend local Community Council meetings to update them on site progress. Community Housing colleagues are seeking to host a number of resident meetings and I plan to invite Tranent and Elphinstone Community Council to the meeting, as the 1<sup>st</sup> phase of development is taking place close to their CC boundary and will be of interest to them. Developer also looking to create some community space on site for local residents. **Matter ongoing.**

18. Macmerry and Gladsmuir Community Council – Pleased to report that David Todd is the new Community Council chair for the Community Council. I will invite David to our meeting on 12<sup>th</sup> September and am pleased that other community councils have offered their support to him as well ☺. Matter closed.
19. Local Housing Partnership – The Tranent Community Housing team have a new manager, Raymond Rickis and he has re-started their Local Housing Partnership meetings. I attended the meeting and updated on the Foresters car park and noted the interest in the possible new car park in Macmerry. **Matter ongoing.**
20. East Lothian Play Association and Windygoul School – I attended a viewing of film made by local primary school children from the school on how they are developing play in their school grounds. Was a really informative visit and now working with the school and Tony Brunton to see if we can aid them in upgrading some of their facilities? **Matter ongoing.**
21. Education Scotland inspection – we have been advised that Education Scotland will visit to inspect the Community Learning and Development element of the Connected Communities Service. This inspection will take place between September 23 and June 24. More information to follow on this. **Matter ongoing.**
22. Introduction to Fundraising – Tracey and Andy ran a second session of this course for local community groups. This was following a request from local organisations seeking support to help them become sustainable. Matter closed.
23. Child Planning Framework for Fa'side – ELC have set up a framework to consider children who may be needing some additional support however, not to the degree of statutory intervention (such as social work input). These meetings will be hosted by Education colleagues at Ross High and our team will attend, alongside key local partners such as Recharge. The purpose of the group is to intervene early in the lives of our local children and provide supports where this possible. **Matter ongoing.**
24. Community Intervention Fund – worked with a local community group to develop and support their application for funding. Please note this fund is now paused due to the current financial challenges facing ELC. **Matter ongoing.**
25. Mid and East Lothian Drugs and Alcohol Partnership (MELDAP) – attended their service redesign day and inputted to their workshops. Matter closed.



26. **Ormiston After School Club** – Spring Oscars pulled out of providing after school care for local children in Ormiston. As we manage the facility in Ormiston (Community Centre), we have been involved in discussions around supporting the local community in securing an alternative provision. Conversations are ongoing, Cllr Akhtar and Ormiston CC have been involved. As soon as we have an update on this matter, we will let members know. ***Matter ongoing.***
27. **Natural Connections** – Engaging with Lorraine Johnston (Manager of charity) and VCEL about Ash Die Back in the Community Garden at the Heugh. Connected Lorraine with colleagues in our Forestry team for information and advice. Expect an application into the Area Partnership seeking some financial support, as there does not seem to be any funding routes out there for charities and ELC not in a position to assist. ***Matter ongoing.***
28. **Attended VCEL Poverty Conference** – stark conference detailing current picture of Poverty in East Lothian. Well attended and met a range of local community groups at the event. Appetite to work together to tackle this complex matter. Will circulate presentations once these are received. ***Matter ongoing.***
29. **ELC's Child Poverty Plan** – ELC considering a self-assessment tool to ascertain how we are performing in tackling child poverty in East Lothian. Currently working with the Improvement Service to take this matter forward. ***Matter ongoing.***

**Simon Davie**

**Connected Communities Manager – Fa'side**

**23<sup>rd</sup> October 2023**

## **Item 5 B – 7<sup>th</sup> November 2023**

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

#### **Report on work completed since September.**

##### **1. Introduction**

This report focuses on the work I have been carrying out since the September 2023. 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.

Whilst the next couple of months will be consumed with Festive provisions accompanying all other responsibilities, there has been some progress made with youth provision across Fa'side as well as a focus on supporting our third sector partners who are utilising the community buildings I am head of establishment for. Another key aspect of my work since the last report has been the focus groups for the Area Plan consultation.

I am still responsible for 5 buildings and have completed the relevant monthly tasks associated with this role.

##### **2. Youth Work**

Elphinstone Youth Club has started up again and delivered to all local children from Primary 4 to Primary 7. I will meet the youth workers from that club before the next Area Partnership meeting to identify a sustainable model of working for the youth club for the next financial year(s).

In my last report I mentioned reviewing the youth work budget I had at my disposal and looking at maximising our resource. I also alluded to the fact that I was still hopeful of establishing a new youth group at Macmerry prior to the end of the financial year. I have decided to delay the start of the youth group at Macmerry until additional capacity within our team is established. I would have been stretching the budget to accommodate the new group at Macmerry and those funds will be better used by ensuring the two groups at both Ormiston and Pencaitland are resourced well to contribute to the overall success of the two new clubs.

A priority for next year will be to establish a new youth group at Macmerry. We will prioritise Macmerry PS when it comes to the issue-based youth work I will discuss in section 4 of this report.

Alan Bell has now completed his supporting/transitioning role at Pencaitland and ELC youth work staff have been facilitating the group in its entirety for the last month. Alan will support our staff at Ormiston very briefly and a huge thanks has to go to him and staff at Recharge for supporting these clubs in our villages.

We were delayed in getting Ormiston youth club up and running. Originally a date of 19<sup>th</sup> September was the aim to get folks registered and this has now changed to the 24<sup>th</sup> of October. The start date was already delayed due to budget constraints but had to be further delayed due to staff annual leave and sick leave. We will need to recruit a further 2 or 3 staff members to ensure there is an adequate staffing team to operate the three youth clubs for the full year.

I will share a summary of the youth work budget in my next report.

### **3. Area Partnership Area Plan Consultation**

The area plan consultation process has been a considerable effort from our team, and it has continued to play a part in my workplan since my last report.

I have now met and consulted with: Ormiston parent and toddler group; Macmerry Men's shed; users of FCK (plan to do another 2 at FCK prior to the end of the consultation period); the youth forum at Recharge and another group of young people at Recharge; Roots and Fruits and parents of those attending the lunch club at Sanderson's Wynd.

I will meet with another 3 or 4 groups prior to the end of the consultation period.

Neil Bainbridge has played a key role in ensuring all the information from these groups has been documented which will allow us to analyse the findings efficiently.

### **4. Junior youth work**

I mentioned in the previous report that the roll out of the issue-based youth work programme for Primary 7's in each of our 7 school's across Fa'side would be happening and we planned on reaching every P7 prior to the transitions event at Meadowmill. That is still the aim although it is somewhat more ambitious now due to timescales.

All head teachers are being contacted this week about the availability of our team. The two youth workers who will be delivering the programme have a planning meeting this Friday to go over some of the content and toolkit that Recharge used when delivering on this last year.

We will aim to complete the first 6-week block with 2 schools prior to the Christmas break which would mean the first session taking place on Friday 10<sup>th</sup> November. I will report back on this in my next report.

I have completed the report on the Transitions event held at Meadowmill this year and will happily share if requested.

Incredibly, we now need to think about the transition's event of 2024. Thankfully, Alan Bell will be organising this one and so I will play a supporting role. We will establish a meeting about this next month so we can begin to organise properly in January.

### **5. Festive Provision Fa'side**

We have held two meetings now and the venue has been confirmed and dates have also been agreed with regards to delivering to households prior to Christmas. Vans have also been organised.

I will be contacting all schools after the October holidays to ensure there is one named contact from each school that can take responsibility for the Festive provisions this year and to ensure there is a direct line of contact throughout the process.

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

The service level agreement has been adjusted slightly and was sent to CCM on 12<sup>th</sup> September for review. There have been some additions to the year 3 table of works and these are to lead on the transition event, lead and re-launch the children and

young person practitioner network meetings, pilot, and transition junior youth work into core ELC provision and prepare to embed the new youth strategy.

Once we have received feedback on this, we will make the AP aware.

The specialist youth work role has been a real success to date. Outcomes are reiterated below.

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.

We are now in a critical time for evaluation, and this is an immediate priority. Once the evaluation is complete, we will share our end of year report for both SLA year 2 and the most up to date Specialist Youth Worker report.

## **7. Area Partnership Subgroup**

Health and Wellbeing subgroup

The role and remit should be ready for decision at this meeting. If approved, then we will open up to funding applications. We hope to be able to review some funding applications at our meeting on 15<sup>th</sup> November.

Our last meeting had a presentation from Police Scotland and then from Edinburgh Children's Hospital Charity regarding the new pilot project they have in Tranent (The Haven). Members of the subgroup were overwhelmed at the resource we will be able to utilise as part of this pilot. I will be meeting the Director of Children's Wellbeing from the charity next week to identify ways of supporting one another further.

The format of the meetings has been very successful, with two presentations and then an around the table update from members. Presentations at the next meeting will be from Jane Ogden Smith around services for older people, and Andrew Main from the Health and Social Care Partnership.

Met FCK, Tranent Parish Church, Roots and Fruits and The Fraser Centre regarding last year's warm spaces provision and what we can do this year. There is now a proposal from The Fraser Centre which will launch in November and utilises the rest of the funds from last year's application. A warm spaces guide will be created again for this Winter.

Children and Young People's Practitioners Network. Alan Bell will now lead on this with CDO support. Due to CDO absence, we haven't yet set a date and will ensure one is set prior to the end of this year.

## **8. Head of Establishment Duties.**

Monthly audits are ongoing and have been completed for September.

There are still ongoing issues with Facilities Management with regards to Head of Establishment duties and this does take up some of my time each week.

## **9. Capacity Building**

The funding training delivered with Tracey Redpath at VCEL was very successful and I am now supporting these organisations in some external funding applications.

I am currently supporting Pencaitland Day Centre Lunch Club, Macmerry Mens Shed, Macmerry Miners and New Winton Community Association to continue their learning from the training course and build that competence and capacity for them to be able to confidentially apply themselves in future.

## **10. Community Facilities in Fa'side**

### **A. Macmerry village hall**

1. Macmerry Men's shed – Still to meet with Tracey Redpath about long term sustainability. Funding secured which means the shed are fine for the next year.

2. User Groups – Still can't bring in any additional groups to Macmerry as a result of Facilities Management being in business continuity.

### **B. Ormiston Community Centre**

1. Spring Oscars – They have abruptly come to an end at Ormiston, and we are working with local community to identify alternative provision.

2. Ormiston in Bloom – New petal drum now positioned, and the garden is complete. It looks fantastic and is a great boost to the centre and the community.

3. Primrose Day Centre – regular communication maintained with the day centre.

### **C. Trevelyan Hall, Pencaitland:**

Storage – Uplift complete! Still need to work on storage and the access of keys.

1. Toddlers – There are no issues – the toddler's group are operating very well since coming back into the building.

2. Pencaitland Lunch Club – No issues – operating well since their return.

3. Pencaitland Community Council – Working closely with members of the PCC to identify areas of improvement to the centre.

4. Pencaitland Youth Club – Been a huge success to date.

**Andy Cheshire**

**CDO, Fa'side**

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**24/10/23**

**COMMON THEMES**

<b>FACE TO FACE</b>		<b>ONLINE SURVEY</b>	
Better use of green space	37.4%	More Support offered (elderly, young, rehab etc..)	65.2%
More traffic calming measures	37.4%	Parks – not including Polson Park. (Upgrade, more for older kids, lighting, toilets etc..)	47.5%
More community cafes	37.4%	Traffic calming measures and enforcement	41.7%
More activities for young people	26.2%	More public toilets	31.0%
More public toilets	15.8%	Improvements to the high streets	28.5%
Better parking options and enforcement	15.8%	Community Café	25.2%
Better use of council buildings	14.9%	Polson Park improved and grown	24.0%
Community hubs created, utilising miners and / or bowling clubs	9.3%	Better use of green space	21.9%
Reopen the pool (Tranent)	6.5%	More for older kids / young adults	19.8%
Upgrade and maintain connecting core paths	4.6%	Reopen the pool (Tranent)	16.9%
		More childcare options	14.0%
		More youth clubs	12.8%

**NOTES:**

The face-to-face event saw 107 people over the 6 days.

The online survey has 242 responses at the time of writing – 23.10.2023.

The online survey remains open and as such the results may change.

This is a summary of the most common things mentioned at the consultations, a more detailed analysis will be provided in due course.



### **Fa'side Active Travel subgroup**

#### Update paper

As discussed previously, the small working group felt that organising a wider community event on the proposed changes to the subgroup, a celebration of the excellent work undertaken by existing groups and an opportunity for existing and new community groups/residents to get involved was a positive way forward for the subgroup.

The working group was conscious that there are a significant amount of community engagement events and consultations ongoing at present and given a low take up for our event (which was due to take place on 10<sup>th</sup> October) we decided to postpone this, with a view to Russell visiting local community groups and creating new links and connections; with a view to rescheduling our event in the new year (2024).

The small working group have carried out a review of the old Role and Remit paper for the subgroup and have amended it to reflect our view that we should widen the scope of the subgroup to include: climate change, bio diversity, history and sustainability.

*We would like Fa'side Area Partnership to consider our proposals and formally adopt our new Role and Remit, changing the name of the group to 'Fa'side Climate and Transport and Sustainability (FaCTS) subgroup.'*

As a working group we have completed or updated the previous actions –

**Action 1** – SD was to clarify if it would be possible to obtain some support from MGCC to dig a trench for their Christmas Tree. **Matter completed, agreement in place on the tree and matter will be resolved through MGCC and ELC.**

**Action 2** – SD to arrange a wider community meeting for Thursday 21<sup>st</sup> September 2023 – 7-9pm. Venue to be confirmed, would prefer the Fraser Centre. **Matter completed, although date was changed to 10<sup>TH</sup> October.**

**Action 3** – SD was to update Alan Bell on the proposals and make him aware, as there are previous project elements still to be taken forward. **Matter completed, SD updated Alan and he has agreed for him or a member of Recharge to be involved.**

**Action 4** – SD to draft some content around the new items which could be considered within the role and remit of the subgroup and circulate to all present for comment/amendment. **Matter completed, SD updated the content and small**

**working group members amended content. Draft is now with Area Partnership members for consideration.**

**Action 5** – SD to make interested professionals aware of the subgroup and potential to re-invigorate it. Make sure we contact Leigh McCrum, Chris Milne, and others.

**Matter completed, SD invited ELC colleagues to attend and majority are interested in being involved going forward.**

**Action 6** – SD to ensure that other possible interested parties are notified in advance of the subgroup starting again, such as Tranent Wombles and Macmerry Mensshed etc. **Matter completed, SD invited other community groups to attend, and majority are interested in being involved going forward.**

**Action 7** – SD to create a potential invite list and circulate to those present. **Matter completed, SD created and shared a list of names and community groups with small working group.**

**Action 8** – SD to obtain a map of the existing Fa'side boundary so that we could display this at the meeting on 21<sup>st</sup> September 2023. **Matter completed, SD/LM arranged for a Fa'side paths map to be created and has all of the resources required to set up a face to face future event.**

**Action 9** – SD to draft this update paper and circulate to those present. **Matter completed.**

**Action 10** – SD to arrange follow up meeting for those present on Monday 4<sup>th</sup> September, 3pm at Russell's address. **Matter completed.**

The follow up actions from our last meeting are as follows:

**Action 11** – SD to draft an update for Fa'side Area Partnership.

**Action 12** – SD to share Draft Role and Remit for the new proposed subgroup with Fa'side Area Partnership.

**Action 13** – SD to invite Russell McLarty to Fa'side Area Partnerships next meeting on 7<sup>th</sup> November 2023.

**Action 14** – Russell to provide members with an update, request to approve the role and remit paper and seek support for him to visit local community groups to discuss our ideas and aspirations for the subgroup going forward.

**Action 15** – Vote on Russell McLarty, as FaCTS chair and voting member of Fa'side Area Partnership, also vote on Ralph Averbuch as Vice Chair of the subgroup therefore, substitute for the group.

Simon Davie  
Connected Communities Manager – Fa'side  
23<sup>rd</sup> October 2023



# FA'SIDE AREA PARTNERSHIP

## Fa'side Climate Travel and Sustainability Subgroup (FaCTS)

### Role and Remit of subgroup

*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

Our Subgroup, was previously called Fa'side Active Travel (FAT) and it 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 19<sup>th</sup> November 2014.

Through a lack of capacity, both of East Lothian Council staff and that of our community representative and volunteers, the groups work was paused following the pandemic in 2020.

Local activists and interested parties met again in 2023 and have agreed to review the Role and Remit of the group and seek to widen its scope and areas of interest.

#### 2. Definition of Active Travel and Climate change

3.

##### Active Travel:

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's Local Transport Strategy 2018-2024 – Active Travel Implementation Plan

##### Climate change:

East Lothian Council will take urgent action to make all our Council Services Net Zero as soon as reasonably practicable or in any case by 2045 and will lobby, support and work with government, all relevant agencies, partners, and communities to fulfil this commitment. We will also work with our communities and partners towards making East Lothian a carbon neutral county, enabling the county to deliver its part of wider national and international commitments, and to prepare for the impacts of climate change.

ELC's Climate Change Strategy 2020-25.

#### **Our definition of Active Travel and Climate Change is as follows:**

*Active travel uses the human body to move between places and does so through walking, cycling, running, or using public transport, such as buses or trains. In*

*doing so we will contribute to a Carbon Neutral society which encourages our local communities and our partners, to reduce our carbon footprint, increase the opportunity to provide sustainably designed and delivered services and increase biodiversity in our neighbourhoods.*

### **3. Purpose and remit of this group**

4.

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

#### **A. Purpose**

The purpose of Fa'side Climate Travel and Sustainability Subgroup is to encourage Fa'side residents and visitors to actively travel in our area, to increase biodiversity and to create and design services sustainability in order to protect our environment now and in the future.

The group is a subgroup of Fa'side Area Partnership and acts on their behalf on Active Travel and Climate change matters.

#### **B. Principles of group**

- i. We will seek to work with partners to protect, maintain and improve our active travel, core path and wider path network alongside our green spaces. It is important to our group that these routes, spaces and networks are as safe and accessible as is possible within our local environment.
- ii. We will work with partners to influence the design and delivery of services in a considered and sustainable manner, which will include the opportunity to seek opportunities to increase biodiversity in our local communities.
- iii. We will work with partners to reduce our Carbon Footprint in Fa'side through our networks, the projects that we support and within the wider community planning frameworks – such as full Area Partnership meetings, Community Council meetings and within the East Lothian Climate Action Network.
- iv. We will work with partners to intertwine the stories of our communities, its history and heritage to inform, teach and help us protect, improve and celebrate our local environment, across all sections within the Fa'side area.
- v. We will seek to work with partners to raise awareness of the benefits of active travel and climate change to both our existing communities and those who visit our wonderful area.

### C. Remit

- i. 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 climate change and delivering the outcomes contained in Fa'side Area Partnership's Area plan.
- ii. Take a lead role in the review of active travel and climate change matters on behalf of Fa'side Area Partnership.
- iii. Provide regular reports and updates to Fa'side Area Partnership on the priorities, projects, and initiatives that the group is delivering on.
- iv. Monitor and evaluate the priorities, projects and initiatives contained within Fa'side Area Partnerships locality plan, through working in partnership. We will share any data we collect to support the evidencing of need within our communities.
- v. Provide a group where partners can share good practice, discuss common issues, and identify opportunities for collaboration.
- vi. Working with partners we will seek to maximise funding streams to help maintain and upgrade our active travel routes, core paths, rural paths and green spaces. We will also seek to reduce the Carbon Footprint of our local communities, increase sustainability and biodiversity. Where possible and appropriate we will also work alongside East Lothian Council and other partners to attract other funding to support new initiative and campaigns which seek to promote active travel and climate change agendas.

### D. Key Objectives of the group (taken from ELC Active Travel improvement plan and Climate change strategy)

- i. 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. **(FOR MEMBERS ONLY – ACTIVE TRAVEL OBJECTIVE)**
- ii. To create and encourage our communities to be low carbon places and promote that lifestyle for our residents, those who work here and our visitors. **(FOR MEMBERS ONLY – CLIMATE CHANGE OBJECTIVE)**
- iii. To improve connectivity between communities for functional, recreational and leisure purposes. **(FOR MEMBERS ONLY – ACTIVE TRAVEL OBJECTIVE)**

- iv. To create sustainable communities, through designing, delivering, and supporting services and projects which focus on being resource efficient and where possible re-use, recycle and promote the circular economy, ensuring our next generation have the resources they need to thrive. **(FOR MEMBERS ONLY – CLIMATE CHANGE - SUSTAINABILITY OBJECTIVE)**
- v. To integrate active travel networks with other local improvements including sustainable transport hubs, green networks, and economic/employment hubs, to benefit Fa'side residents, those who work here and visitors. **(FOR MEMBERS ONLY – ACTIVE TRAVEL OBJECTIVE)**
- vi. To improve the health and wellbeing of those visiting, living, or working in the Fa'side Area Partnership area through developing a natural environment and eco-systems, which are sustained, resilient and helps provide a route to carbon neutral communities and improve biodiversity. **(FOR MEMBERS ONLY – BIODIVERSITY OBJECTIVE)**

#### **4. Membership**

- i. 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.
- ii. 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.

- iii. In addition, we would welcome representation from any community groups who activities align with our Role and Remit such as: Tranent and District Community Sports Club, Recharge, Path wardens, Tranent Wombles, any Wombles or litter picking groups, any in Bloom groups or horticultural societies, or allotment groups, Macmerry Mensshed and any walking, cycling and horse riding groups in the area. This list is not exhaustive but for illustration purposes only.
- iv. Finally, we would welcome any members of our communities or groups who have an interest in active travel and climate change to come and support the work of this group.
- v. 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.

- vi. We specifically value the input, advice, and guidance from East Lothian Council with representation from Amenity Services, Countryside Rangers team, planning and Roads.

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

## **5. 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 Climate and Sustainability Subgroup 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.

## **6. Governance**

- i. The Chair of the Subgroup/Network will be approved by the partnership.
- ii. Agendas for meetings will be made available in draft 1 week before the Subgroup/Network meeting.
- iii. Each Subgroup/Network will be responsible for producing their own action notes.
- iv. Subgroups/Network can make decisions however all financial decisions must be recommended to the partnership for approval.
- v. 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.
- vi. One vote and a deciding vote, if required, for our Community Chair.
- vii. One vote per Community Representative and one for each of the supporting groups.
- viii. All members must declare any conflict of interest regarding any matter being discussed and must abstain from related financial recommendations.

## **7. 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.

## **8. Budget**

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

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.*

## **9. 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.

- 1.1. Any member may propose an alteration to the role and remit by notifying the Chairperson of the change they propose.
- 1.2. Details of the proposed change must be circulated to all members at least 2 weeks prior to the subgroup meeting where they will be discussed.
- 1.3. 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.

<p><i>The role and remit of this group was approved by Fa'side Area Partnership <b>07 November 2023</b></i></p>
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## **Item 8 B – Health & Wellbeing Subgroup report for 7/11/2023**

### Summary

The subgroup is due to meet on 15<sup>th</sup> November 2023 at VCEL.

We will be having presentations from East Lothian Health & Social Care Partnership.

The scrutiny group met in June to finalise the role and remit of the subgroup and we are waiting sign off from the Area Partnership.

Hopefully, we will be able to review/make a decision on some funding applications. Alternatively, the scrutiny group can make that decision when they meet in December.

Rosanne Woods

Chair

Fa'side Health and Wellbeing Subgroup

[Rosanne.woods@hotmail.com](mailto:Rosanne.woods@hotmail.com)

**FA'SIDE AREA PARTNERSHIP**  
**Health and Wellbeing Subgroup**  
**Scrutiny and Monitoring Group**  
**Role, Remit and Standing Orders of 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 Health and Wellbeing Subgroup members are working on behalf of the Fa'side Area Partnership.**

**1. Role of Group**

The scrutiny and monitoring subgroups' key role is to act on behalf of the Health and Wellbeing subgroup of the Fa'side Area Partnership, minimising their time constraints by considering applications for financial/in kind support of projects or initiatives related to Fa'side Area Partnership's Area Plan.

**2. Remit of the group**

- i. The subgroup will consider and make recommendations on applications for financial support but also consider applications for the Area Partnership to provide in kind support to groups on projects/initiatives contained in the Area Plan.
- ii. The subgroup will consider new applications, make a recommendation on whether or not to support them, or revert back to applicants should we need further information.
  - a. Any application must evidence where the project/initiative meets the priorities contained in Fa'side Area Partnership's Area Plan or address the overarching priorities of tackling inequalities or the impacts of poverty.
  - b. Applications will be considered, and recommendations put to the Health and Wellbeing subgroup of Fa'side Area Partnership's to be approved or put on hold pending more information or refused.
  - c. Once a decision is reached by the Health and Wellbeing subgroup of the Area Partnership, the Chair or Administrative support will write to the applicants to confirm the decision. Where additional information is required, the Chair may arrange to meet or call the applicant.
  - d. Any application must commit to evaluating their project/initiative within agreed timescales and demonstrating how it has met the needs of our communities and Area Plan priorities.
  - e. All applicants must commit to, if appropriate, attend the Annual Public Meeting of the Area Partnership and any other community events (as



appropriate or defined by this group) to demonstrate the impact their project/initiative has had in our communities.

- iii. The Scrutiny and Monitoring group will seek to clarify if projects support volunteering in Fa'side.
- iv. The Scrutiny and Monitoring group will ask applicants to record the post codes of those attending to evidence where we are positively impacting on local residents.
- v. The Scrutiny and Monitoring group will also review and monitor applications approved by it.
- vi. Finally, the Scrutiny and Monitoring group will report back to the Health and Wellbeing subgroup and the full Fa'side Area Partnership on project/initiative evaluations.

### **3. Membership**

- i. The membership of the Group will include:
  - a. One elected member from the two electoral wards (covering all elected members).
  - b. One Community Development Officer of East Lothian Council.
  - c. One representative from Volunteer Centre East Lothian.
  - d. Two Third Sector representatives from the area (*covering all Third Sector groups*).
  - e. Each representative, is representing a particular group of organisations/individuals and as such does so on their behalf. The relevant member is expected to liaise and consult with their organisations/groups seeking views and acting on behalf of all organisations and groups within our Area Partnership area. Individual members should not solely represent their organisation, body, party, or groups interests to the exclusion of others within our Area Partnership boundary.
- ii. The group will be chaired by the Chair of the Health and Wellbeing subgroup of the Area Partnership, who will also be a member.
- iii. The Health and Wellbeing subgroup vice-chair will also be a member of this group and deputise for the Chair in their absence.
- iv. All members have equal membership rights, including voting rights. In the event of a tied vote the Chair or depute will have the casting vote.
- v. Members of this group are expected to adhere to East Lothian Partnership's Code of Conduct. Given the sensitive nature of some applications and their

supporting documents, including annual accounts etc., Group members are expected to respect the confidentiality of the applicants and our discussions.

- vi. Should a representative be unable to undertake their role within their designated period then another member will be nominated from within the Health and Wellbeing subgroup of the Fa'side Area Partnership membership for that respective peer. To resign, a member requires to write to the Chair of the group.
- vii. Any member who does not attend more than 2 consecutive meetings will be asked to resign and their respective peer group will be asked to nominate a new representative.
- viii. Members will be asked to carry out their role for a period of up to 2 years.

#### **4. Group meetings**

- i. The group will meet three times annually within the Financial Year (June, October, and February) to consider new applications, to monitor previously approved applications/initiatives and to evaluate interim or project/initiative end reports.
- ii. Applicants will be invited to submit applications at any time during the application process which will run from 17<sup>th</sup> July to 17<sup>th</sup> January within each financial year. The scrutiny group will make recommendations to the Health and Wellbeing Subgroup, with decisions made on applications during the Health and Wellbeing subgroup meeting.
- iii. A member will take a note of the actions agreed at each meeting and send this draft note to the Chair.
- iv. The quorum for meetings is 40% plus 1.
- v. Agendas for meetings will be made available in draft 2 weeks before a group meeting. This enables members to seek views from their respective groups and to have a collective view prior to the group meeting.
  - a. Members can request items be added to the agenda through the Chair.
- vi. Update reports will be provided to the Health and Wellbeing subgroup of the Fa'side Area Partnership following each group meeting.

#### **5. Decision Making**

*This group acts on behalf of the Health and Wellbeing subgroup of the Area Partnership however does not make decisions. Its role is to make recommendations to the Health and Wellbeing subgroup of the Area Partnership.*

- i. Recommendations should be taken in the Scrutiny and Monitoring meetings wherever possible.
- ii. All members must declare any conflict of interest regarding any matter being discussed and must abstain from related financial recommendations.
- iii. Consensus should be reached wherever possible. In the event that the Scrutiny and Monitoring group is unable to reach consensus in any matter a vote may be required.
- iv. Voting shall be taken where required by those present and eligible to vote

- v. If there is an equal number of votes for and against any resolution, the chair of the meeting will be entitled to a second (casting) vote.

## **6. Changes to the role and remit of the Subgroup**

Once the role and remit has been adopted by the full Fa'side Area Partnership, alterations can be made to meet the needs of the wider Area Partnership or the Scrutiny and Monitoring group.

- i. Any member of the full Fa'side Area Partnership or Subgroup may propose an alteration to the Role and Remit by notifying the Chair of the change they propose.
- ii. Details of the proposed change will be circulated to all members at least 2weeks prior to the full Fa'side Area Partnership meeting where they will be discussed.
- iii. Any decision to alter the Role and Remit must be agreed by the majority of Fa'side Area Partnership members.

*Draft Role and Remit – proposed new content, sent to Full AP for a decision on 7/11/23.*

**FA'SIDE AREA PARTNERSHIP**  
**Health and Wellbeing Subgroup**  
**Scrutiny Group Scoring Matrix**

Project title: \_\_\_\_\_

<p><b>Priorities:</b>          What Area Plan priority does the project address?</p> <p>Will this project tackle inequalities or the impacts of poverty?</p>			
<p>Comments:</p>			
<p><b>Evidence:</b>          What is the nature of the evidence used to support the need for this project?</p>	Anecdotal	Factual	Both
<p>Comments:</p>			
<p><b>Scale:</b>          How many people will directly benefit from this project?</p>	Minor (1-16)	Medium (17 – 50)	Major (50+)
<p>Where do beneficiaries live?          Postcode.</p>			
<p>Comments:</p>			
<p><b>Impact:</b>          To what extent will the project impact participant's lives?</p>	Minor (Social)	Medium (Developmental)	Major (Transformative)

Will this project promote volunteering and if so, how are you evidencing this?			
Comments:			
<b>Value for Money:</b> Is the project solely funded by the Health and Wellbeing subgroup/Area Partnership?	Yes	No	
Comments			
<b>Value for Money:</b> What is the projected cost per head to run this project? <b>(Total cost / No. of Participants)</b>			
Comments:			
<b>Sustainability:</b> Will the project continue beyond the period of area partnership funding?	Yes	No	
Comments:			
<b>Suitability:</b> Is this project being carried out by a suitable organisation?	Yes	No	
Comments:			

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<b>Evaluation:</b> Is the means of evaluation for this project appropriate?	Yes	No
Will this project see beneficiaries receive any awards either locally or nationally?		

Comments:
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<b>Promotion:</b>			
What methods will be used to promote the project?	Social Media	Traditional Media	Word of Mouth

Comments:
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Additional Comments for Applicant:



Recharge  
45 High Street  
Tranent  
East Lothian EH33  
1LN

07483 347 506

Ryan1@recharge  
tranent.org  
www.rechargenow.c  
o.uk

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

### **Fa'side Area Partnership September 2023 - Young Formers Update**

Since the last meeting, our young Former's group have been very busy. The group had a meeting with Andy Cheshire from the connected communities team, allowing them to highlight issues concerning them in Fa'side and making suggestions about what could be improved.

The young people have been finishing off their youthbank workbooks so they can achieve their grant making qualification. We have also been meeting with young people individually and chatting about how we can support them in the youth forums and through youth work. This is so we can develop support plans for them and ensure they are being supported, as we have identified a high level of need for support.

We have started looking at fundraising within the group too. We chatted with the young people about the importance of fundraising, and also different ways groups and charities can fundraise. We hope to expand on this soon by allowing the young people the chance to hold their own fundraising events.

The young people have also started work looking at Poverty, an issue they identified in their community which they saw as a priority. We had a poverty themed session to coincide with the Poverty Alliance's 'Challenge Poverty Week 2023'. In this session, we held discussions with the young people about what is causing people to fall into poverty, what Recharge does well to support young people in Poverty, and what we could do better.

We are also looking to improve our collaboration with East Lothian Foodbank. We ran sessions with our young people to allow them to learn about the work the foodbank does. We held discussions with them about ways to reduce stigma around using the foodbank, what more the foodbank could do to raise awareness, and how Recharge can support our local food bank. We are hoping to get someone from the foodbank to come in and speak to young people more about the work that they do, and so they can share their suggestions with food bank staff.

As a treat for their hard work, we have had a trip pumpkin picking and a fun halloween themed session with movies and pumpkin carving.

If you have any questions, then feel free to contact Ryan Moir on

**Ryan1@rechargeplanet.org**

Recharge is Supported by





Fa'side		Item 10 A Meeting 7/11/23							
Budget Allocation		2023/24							
<b>FOR ILLUSTRATION PURPOSES ONLY</b>			<b>A</b>	<b>R</b>	<b>G</b>		<b>ExF</b>		
			<b>Amenity Services *1</b>	<b>Roads *2</b>	<b>General</b>	<b>SG funding</b>	<b>External funding</b>		<b>Notes</b>
<b>Date Approved</b>	<b>Organisation</b>	<b>Project</b>	<b>£100,000</b>	<b>£50,000</b>	<b>£50,000</b>			<b>Paid</b>	
01/04/22	ELC - Roads	Admin fee		2,500.00				y	Admin fee for supporting and designing project
01/04/23	PCDT	Easter Lunch Club					5,032.50	n	Approved by delegated authority on 15-3-23 due to timing of Easter and need to plan and get staffing in place. Used holiday hunger funding to support this request. <b>Still have £1,567.50 to allocate from budget.</b>
11/04/23	Recharge	Faside Young Defenders (Youth subgroup)			1,000.00			?	Approved 11/4/23
11/04/23	ELC - Connected Communities Fa'side	Fa'side Active Travel Subgroup *3			5,000.00			n	Approved ON PROVISION THAT SUBGROUP FORMS THIS YEAR - 11/4/23
11/04/23	ELC - Connected Communities Fa'side	Fa'side Health and Well-being Subgroup			10,000.00			n	Approved 11/4/23
11/04/23	ELPA	Summer play activities			6,211.00			Y	Approved 11/4/23
11/04/23	Can Do	Transport costs - Summer and Youth clubs			9,289.00			Y	Approved 11/4/23
01/05/23	Roads external contractor	Signage and bollards - tranent and gladsmuir		2,000.00				y	Approved by AP 1/5/23 - Requested by TECC and Cllr Menzies

06/06/23	PCDT	Lunch clubs for Oct 23 and Feb 24			5,785.00			Y	Approved 6/6/23
06/06/23	PCDT	Faside Festive Provision 23			4,750.00				Approved 6/6/23 - pending last years evaluaton being circulated and checked
22/08/23	Roads external contractor	Speed reactive sign, Church Street Tranent		6,000.00				Y	Approved by AP - 22/8/23 - Requested by TECC
		<b>Total Spend</b>	£ -	£10,500	£42,035.00	£ -	£5,033		
		<b>Balance</b>	<b>£100,000</b>	<b>£39,500</b>	<b>£7,965.00</b>		<b>£ (5,033)</b>		
			<b>A</b>	<b>R</b>	<b>G</b>				
Notes									
*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							

## **Item 10 B i – Road’s budget discussion**

Email from Sharon Saunders and Tom Reid, East Lothian Council

**From:** Saunders, Sharon (Head of Communities) <ssaunders1@eastlothian.gov.uk>

**Sent:** 06 October 2023 17:09

**To:** Baxter, Stuart <sbaxter@eastlothian.gov.uk>; Brown, Emma <ebrown3@eastlothian.gov.uk>; Davie, Simon <sdavie@eastlothian.gov.uk>; Govenlock, Diann <dgovenlock@eastlothian.gov.uk>; Haig, Doug <dhaig@eastlothian.gov.uk>; McCorry, Caitlin <cmccorry1@eastlothian.gov.uk>; McKail, Scott <smckail@eastlothian.gov.uk>; McKinlay, Stevie <smckinlay1@eastlothian.gov.uk>

**Subject:** FOR URGENT ACTION: Share with Area Partnership Chairs ASAP FW: Roads AP Budget

**Importance:** High

Hello everyone – Please find attached an update today from Tom Reid, Head of Infrastructure, advising of the pause to all AP Roads projects not yet contracted for the remainder of this financial year, consequent to the Council decision on 29 August to enhance budgetary controls within Council revenue and capital budgets (see attached Council report). I know this will be extremely disappointing new for APs and it would be helpful to know of any feedback you receive. Meanwhile, as Tom says, link with the Roads team for any clarification and onward planning for projects to be ‘shelf-ready’ for the time when budgets become more accessible/clearer. Many thanks – Sharon.

Dear Area Partnership Chair

Following the financial update report to the full East Lothian Council meeting in August, (please find attached) you will be aware of the challenging financial situation which is resulting in many difficult decisions having to be made, including pausing the Council’s non committed capital expenditure budget for 2023/24.

This includes restrictions on the Council’s capital budgets for Roads and as part of the Council mandate I am writing to let you know that this also applies to the delegated budget for Area Partnerships to influence Roads investment, and as such no expenditure can be undertaken by Area Partnerships which has not already been committed through contract. I therefore regret to inform you that this means that the Roads projects which are being considered by the Area Partnerships under this year’s £50,000 delegated budget will be paused until the Council’s overall budget position is addressed. In the interim I would ask you to continue to consider your priority projects and to engage with the Roads team to work up your projects so that they can proceed when budgets permit.

I realise that this will be extremely disappointing for Area Partnership members who have spent many hours carefully considering proposals to help improve their local roads, address road safety and promote active travel in their community and I assure you none of these decisions are easy and are taken lightly, but I would appreciate if this position could be communicated to area partnerships.

We will of course continue to provide an update on the progress of this pause and mitigation actions to Council as part of the Finance report in October.

Best Regards

Tom

**Thomas Reid | Head of Infrastructure | East Lothian Council | John Muir House, Court Street, Haddington, EH41 3HA | Tel: 01620 827541 | Email: [treid@eastlothian.gov.uk](mailto:treid@eastlothian.gov.uk)**

Item 10 B ii - IMPACT FOR  
FA'SIDE AREA PARTNERSHIP  
**Fa'side Area Partnership -  
Roads allocation**  
2023 -  
2024

Project Number	Project Name	Date Requested	Date approved by AP	Date agreed by Roads	Costs	Project detail	Comments
1	Roads design costs Cemetery Road, Tranent	01/04/2023	01/04/2023	01/04/2023	£2,500		
2		Mar-23	01/05/2023	May-23	£2,000	Move signage and install bollards Install new wild animal sign - Gladmsuir	Costs contained within No 2
3	Wild animal sign Ormiston Road, Tranent	Apr-23	01/05/2023	May-23		Install new speed reactive sign	Was paid for last financial year
4		Apr-23	01/05/2023	May-23	£5,000	Winton Place dropped kerb and markings	Roads picked this up from their budget
5	Young Formers				Nil - influenced spend		Discussed with Roads and agreed location
6	Church Street, Tranent	21/08/2023		22/08/2023	£6,000.00	Speed reactive sign	Project not committed for new DSD and therefore unable to progress
7	Pencaitland Speed signs	14/06/2023	12/09/2023	03/07/2023		<i>DSD to be repaired will be completed</i>	

Item 10 b iii – Attached Separately – ELC’s financial paper from August 2023 Council Meeting

## Item 10 C I – Possible new applications

### Natural Connections – note of interest

**From:** Lorraine Johnston <lorraine@naturalconnections.org.uk>

**Sent:** 20 October 2023 14:23

**To:** Davie, Simon <sdavie@eastlothian.gov.uk>

**Subject:** RE: The Heugh Community Garden - Ash Die Back issues

**CAUTION:** This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi Simon,

Just to update you that we have had visits from two Tree surgeons who are still to get back to us with costing for the removal of affected Ash trees in the garden. Another tree company is due to visit us on Tuesday 24<sup>th</sup> October so hopefully I can get back to you ASAP with some cost figures. As soon as I have anything promise to get it to you.

In the meantime, we have identified a few smaller, younger trees that we would like to remove as soon as possible while we seek additional funding for the larger trees. With that in mind could we please request the transfer of £2000 from June 2021 that is being held in the ELC account for work to improve the garden access.

---

**From:** Lothian, Jennifer

**Sent:** 29 September 2023 13:13

**To:** Foy, Michael; Davie, Simon <sdavie@eastlothian.gov.uk>

**Subject:** FW: Heugh Community Garden (Ash Dieback trees)

Many thanks Mike – very helpful.

Simon – please see below and attached.

Could you please put Mike in contact with the relevant person so he can take a look on site?

Kind regards

Jennifer

---

**From:** Foy, Michael

**Sent:** 29 September 2023 12:38

**To:** Lothian, Jennifer

**Subject:** RE: Heugh Community Garden (Ash Dieback trees)

Hi

1. A list of some local ones attached. There are obviously many more.
2. Sorry but without seeing would be impossible to give an idea. I can pop in to see them next week.
3. Area is within Tranent Conservation Area so liaison with Planning will be needed. Will be fairly straight forward.

I have spoken to the group a number of times but why not get Simon to put me in touch with relevant person so we can look at on site?

---

**From:** Lothian, Jennifer

**Sent:** 29 September 2023 09:48

**To:** Foy, Michael

**Subject:** FW: Heugh Community Garden (Ash Dieback trees)

**Importance:** High

---

Hi Mike

As discussed with you yesterday – this is the email re. Ash Dieback trees in Heugh Community Garden, Tranent, that Simon spoke to me about yesterday.

Would be very grateful for any advice you can provide on this, including if possible –

1. Any local contractors you could suggest who can give them quotes for removing these ADD trees
2. Any idea of the cost to remove c. 25 ADD trees (though maybe this is best left to contractors to provide quotes rather than us)
3. Any other advice you can provide here to assist this community group

Many thanks and happy to discuss further as needed,

Jennifer

---

**From:** Davie, Simon <sdavie@eastlothian.gov.uk>

**Sent:** 28 September 2023 21:45

**To:** Lothian, Jennifer

**Subject:** FW: Heugh Community Garden

**Importance:** High

Hi Jennifer,

Sincere apologies for the delay in sending this on! 😊

With regards the detail, the land is owned by Volunteer Centre East Lothian and leased to Natural Connections. Both charitable organisations. I think it is located in a conservation area but would need to check if this is the case.

I will speak to Maureen about the matter and see if there is any support VCEL can offer us in this matter however, the facts seem to be as follows:

1. They have approximately 40 Ash trees in their garden.
2. Colin estimated around 20-25 care category/stage 3 in terms of their condition.
3. There seem to be some older Ash trees and they might be in a better condition.
4. Natural connections are a small charity and they do not have the funds to arrange for a contractor to remove the trees.
5. From the managers search and I think support from VCEL they have been unable to source external funding to assist them.
6. They fully understand that all of the trees need to be removed and this needs to be undertaken by professionals.
7. The site they are located in is very steep from a gradient point of view and difficult to access. There is a gate of the Heugh however, not sure plant or machinery would be able to obtain access.
8. The manager is really worried this could close their garden for good.

She is happy for her contact details and email to be shared, noted in the email trail.

She will work with ELC or any partners that can assist her and her charity to rectify the problem.

She would be grateful if we could identify any contractors on our framework and whilst we cannot financially support the charity, I wonder if there are any contractors, we use that may be sympathetic to the charity and offer reduced rates for a bit of publicity/media? The work the charity does and the groups that they support are definitely some of our most marginalised. So, from a 'good news' story perspective for a business/company; this could provide them with positive press.

Unfortunately, I cannot see a website but will check with Lorraine. Here is what I found which if you look at the photos will give you an idea of the site and the gradients and also some of the groups and activities they undertake/provide: [https://www.google.com/search?q=natural+connections+heugh+community+garden%2C+tranent&rlz=1C1GCEB\\_enGB961GB961&oq=natural+connection+heugh+community+garden%2C+tranent&qs=chrome..69i57j33i160.11398j0j7&sourceid=chrome&ie=UTF-8&safe=active&ssui=on#ip=1](https://www.google.com/search?q=natural+connections+heugh+community+garden%2C+tranent&rlz=1C1GCEB_enGB961GB961&oq=natural+connection+heugh+community+garden%2C+tranent&qs=chrome..69i57j33i160.11398j0j7&sourceid=chrome&ie=UTF-8&safe=active&ssui=on#ip=1)



Happy to chat or provide more information on this matter.

I will raise it with my Chair and Vice Chair, so they are sited.

Kind regards

Simon

---

**From:** Maureen Allan <maureen@volunteereastlothian.org.uk>

**Sent:** 02 August 2023 10:14

**To:** Davie, Simon <sdavie@eastlothian.gov.uk>

**Cc:** lorraine@naturalconnections.org.uk

**Subject:** Heugh Community Garden

Hi Simon

Hope this finds you well and rested after your holiday. I've just had a conversation with Lorraine (very upset) from the Community Garden here in Tranent with the news that 41 of the trees in the garden have been identified as having "Ash die back", the council have inspected it and for health and safety reasons Lorraine has had to suspend groups. This is obviously going to have huge cost implications for the charity, and I wondered if there was any wriggle room in the Amenities budget through the AP that could support Lorraine?

I'm off on annual leave Thursday 10<sup>th</sup> August and not back until the 28<sup>th</sup> can you contact Lorraine to see if there are any resources/favours we could use.

Many thanks

Maureen

**Maureen Allan** | Chief Officer  
**Volunteer Centre East Lothian**

Item 10Cii - This is attached separately. Evaluation from Festive Provision 2022.
---

## **Item 10 C IV– Possible new application for Fa’side Jingle Bags support**

**From:** Ruth Davie

**Sent:** 24 October 2023 10:03

**To:** Manager **Subject:** Jingle Bag Funding

Hi Elaine (**Ed:** *Manager of Foodbank*)

I met with Simon, and he mentioned he bumped into you last week and had a discussion about jingle bags. I believe the foodbank are not offering jingle bags this year to focus on an all year costings of food and the outlay is too much for one bag of food. I understand the reasoning behind this. However, we are looking for a steer to whether the foodbank will fund community jingle bags/NY food bags. I understand there are difficult decisions a foot, but it would be good to know either way as you can imagine it leaves a large whole in the festive provision budget if it is not successful.

Thanks Ruth :)

**Ruth Davie**

The Pennypit Community Development Trust