



MINUTES OF THE MEETING OF THE POLICY AND PERFORMANCE REVIEW COMMITTEE

THURSDAY 14 DECEMBER 2023
VIA A DIGITAL MEETING FACILITY

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Committee Members Present:

Councillor L Jardine, Convener
Councillor N Gilbert
Councillor R Bennett
Councillor J Findlay
Councillor S McIntosh
Councillor L-A Menzies
Councillor C Yorkston

Other Councillors Present:

Councillor A Forrest
Councillor C McFarlane
Councillor G McGuire

Council Officials Present:

Ms L Brown, Executive Director for Education and Children's Services
Ms L Byrne, Head of Children's Services and Chief Social Work Officer
Mr J Coutts, Service Manager – Community Housing & Homelessness
Ms C Cumming, Biodiversity Officer
Ms E Dunnet, Head of Finance
Ms S Fortune, Executive Director, Council Resources
Ms C Goodwin, Performance and Improvement Manager
Mr C Grilli, Head of Governance
Ms J Hargreaves, Team Manager, Countryside
Mr D Hood, Head of Operations, NHS Lothian
Mr E John, Service Manager – Sport, Countryside and Leisure
Ms L Kerr, General Manager Planning and Performance
Dr J Lothian, Team Manager – Strategy, Policy and Development
Ms J Mackay, Senior Communications Adviser
Ms N McDowell, Head of Education
Mr M McGrath, Depot Manager, Amenity Services - Musselburgh
Ms W McGuire, Head of Housing
Mr T Reid, Head of Infrastructure
Ms N Sandford, Team Manager, Homelessness
Mr J Stevens, Depot Manager, Amenity Services – North Berwick
Mr G Stewart, Policy Officer
Mr A Stubbs, Service Manager for Roads
Mr P Vestri, Service Manager – Policy, Improvement and Partnerships
Ms F Wilson, Chief Officer, East Lothian Health and Social Care Partnership

Clerk:

Ms L Gillie

Apologies:

Councillor C Cassini

Councillor T Trotter

Declarations of Interest:

None

1. MINUTES FOR APPROVAL – PPRC, 21 SEPTEMBER 2023

The clerk pointed out that minor errors in the minutes would be rectified prior to them being signed off. Councillor Jardine confirmed the errors were minor and there were no material changes needed.

The minutes of the meeting of the Policy and Performance Review Committee of 21 September 2023 were approved.

Decision

The Committee agreed to approve the minutes.

2. 2023/24 Q2 PERFORMANCE INDICATORS

A report was submitted by the Executive Director for Place to provide Elected Members with information regarding the performance of Council services during Q2 2023/24. Gary Stewart, Policy Officer, presented the report and provided a brief overview in relation to the July – September timeframe.

Mr Stewart informed the Committee that Appendix 1 provided a list of the indicators along with commentary. He highlighted information from the Q2 performance report including that homelessness new cases had increased slightly and that the number of assessments carried out in under 28 days had reduced. He continued by advising that incidences of fly tipping had increased and that the number of vehicles accessing recycling centres had reduced, but stated that it was an increase compared to the same quarter last year and that the year to date is still within target. 85% of invoices were paid on time which is under target and Mr Stewart advised that the Purchase 2 Pay project is concentrating on three main areas to improve payments made on time. Sports centres and pool attendances decreased in Q2 and are still below pre covid levels. The average time to process a new housing benefit claim has increased but is within target. The time taken to process change of circumstances has also increased and is just out with target. The collection of business rates is above target, the collection of council tax is slightly below target and rent arrears have increased in Q2. Mr Stewart informed the Committee of a new indicator which measures the value of financial gain that has been secured for clients. In the first half of the year 484 new clients were referred to the service. Mr Stewart advised that the majority of people accessing this service were self-referrals.

In response to questions from Councillor Menzies who asked for clarity about the number of homeless cases and the assessment times Nicki Sandford, Team Manager – Homelessness, advised that the figure relates to the number of homeless presentations. Ms Sandford confirmed that she would provide more detail during the presentation of the Homelessness Performance Report later in the meeting.

Councillor Menzies queried when food inspections would resume. Paolo Vestri, Service Manager - Improvements Policy and Partnerships, responded by explaining that Sharon Saunders, Head of Communities, was not able to attend the meeting to answer the question but that it was his understanding that food inspections had been taking place. Councillor Jardine queried whether this difference could be due to the period being reported on and Mr Vestri stated that it could be that they were waiting on data and that he would get data to members as soon as possible.

Councillor Gilbert asked if there was any relationship between the increase in fly tipping and visits to recycling centres and the closure of the Macmerry site. Mr Vestri informed Councillor Gilbert that the figures relate to the period before the site closure. Councillor Gilbert asked if a note could be taken so that a comparison could be made at the next PPRC meeting. Tom Reid, Head of Infrastructure, advised that they are monitoring the situation and that there has been no reported increase in fly tipping since the site closure. He continued by saying that activity at recycling centres had a correlation with the economic situation and that they will continue to review this. Mr Reid added that it was counter intuitive for him to have a target for fly tipping when there was never an excuse for it. He concluded by saying that if they can identify people they will be prosecuted.

Councillor Findlay asked if anyone could say if the presumed upsurge in planning applications for short term lets has had any negative impact on the efficiency of the planning process. Sarah Fortune, Executive Director - Council Resources, advised that no one was attending the meeting from planning but that she was happy to liaise with planning and circulate information.

Councillor McIntosh asked that if fly tipping was to get worse around Christmas whether it was possible to get the message out more broadly on the Council's electronic media. Mr Reid replied by saying that they regularly communicate in this way, with an emphasis on the services available. He confirmed that he was happy to accentuate the impact and consequences of fly tipping and take it as an action. Eamon John, Service Manager - Sport, Countryside and Leisure, added that during October and November there was a downward trend and stated that it was heading in the right way.

Councillor Bennett joined the meeting.

In response to a question from Councillor Jardine Ms Sandford informed the Committee that the number of days to rehouse fluctuates and there is no real trend. She continued by saying that it is influenced by factors such as a new build development coming on stream. Ms Sandford advised that a continued reduction going forward is likely as some temporary accommodation is converted to permanent housing stock. She further advised that the figures could be skewed as people who have been in temporary accommodation for a long period are rehoused.

Councillor Jardine asked how we compare to our peer group in relation to arrears and Ms Fortune replied by saying that she did not have that information. She confirmed that she was happy to circulate the information to the Committee. She continued by saying that the team do tend to benchmark quite well and have high collection rates in comparison with other authorities.

Councillor Yorkston asked about the Financial Inclusion Team and whether the increase in demand could be met. Ms Fortune responded by saying that it was a small team and that they had seen an increase in demand. She stated that the team probably does not have the right level of resource but that the important message was that if people are in need, they should contact the team to see if any assistance could be given.

Councillor McIntosh commented on the new indicator and the amount of financial gain and stated that it was a great way to capture the benefit that communities were getting.

Councillor Jardine thanked officers for such a full report and commented that the new format was much easier to get data from. She thanked Mr Stewart for his endeavours.

Decision

The Committee agreed to note the report.

3. 'TOP 50' COUNCIL PLAN PERFORMANCE INDICATOR REPORT UPDATE

A report was submitted by the Executive Director for Place. The report was presented by Paolo Vestri, Service Manager – Policy, Improvement and Partnerships.

Mr Vestri stated that this was the second report and that 50 indicators had been identified as being key to track progress. He also advised that they are waiting on some more up to date data and that the residents survey data is from 2021. A further report will be produced for Council in February. Mr Vestri highlighted that they are still trying to get targets for twelve of the indicators, seven of these are new indicators. Mr Vestri stated that in relation to the climate emergency, carbon emissions have reduced and that this is moving in the correct direction. He continued by saying that there has been a reduction in the number of participants moving into employment from Council operated programmes but that the number of people participating is significantly higher. A positive indicator commented on by Mr Vestri was the number of 16-19 year olds participating which was just over target. The number of days spent by people over 75 years of age in hospital while ready to be discharged has increased but is still below target and is significantly below the Scottish average. Mr Vestri added that affordable house completions had increased and were above target and the number of online transactions has increased. The final point mentioned by Mr Vestri was referrals to the mental health single point of access and he advised that he had circulated further information to members.

In response to a question from Councillor Findlay about the benefit of climate emergency training Mr Reid stated that the Council had made a commitment to look at all services and their impact on the climate. He advised that the training raised the awareness of principles and behaviours and the impact they can have.

Councillor Findlay queried the spending on local enterprises and how this could be improved. Ms Fortune replied by saying that this was part of the updated procurement strategy and that there was a clear commitment to focus on local spend. She continued by saying that work is ongoing to engage with local suppliers to encourage them to bid for contracts and that the council spend in the local area is actively managed.

Councillor Findlay asked about the score for the question on the Council being good at listening in the resident's survey and Mr Vestri replied by saying that it was as much on Councillors as on the Council to try and improve this indicator. He continued by informing the Committee that a new survey would be carried out in 2024. Mr Vestri advised on the current budget consultation and that as many people as possible were encouraged to respond. He further advised that some of the issues were out with the control of the Council and gave the example of planning and Scottish Government. He concluded by commenting on the number of projects that were ongoing to consult and engage with people and said he hoped that this would lead to the public feeling that they had more say in the decisions being made.

Councillor Jardine commented on the fact that a regular report on complaints was received and asked if it would be useful to look at a more collaborative way of working within this Committee to understand the issues. Councillor Findlay agreed.

Councillor Gilbert questioned whether the number of people awaiting discharge was due to a lack of care staff or if there were other factors. In response Fiona Wilson, Chief Officer, East

Lothian Health and Social Care Partnership advised that at the time there were issues around recruitment and that this was a national challenge. She advised that they are still trying to attract people to work in care and continued by saying the problems fluctuate but that at that time it was around care at home.

Councillor Jardine commented that it looked like a large increase but that it was still within target. Ms Wilson confirmed that East Lothian is a top performer around discharges and that they work to scrutinise the resources available and look at all the options such as day centres. She advised that a decision could be made that care at home is not the best option to support people. She concluded by saying that they wanted people in their own homes and not in hospital.

In response to a question from Councillor Jardine about the poverty and inequality indicator Mr Vestri advised that the increase is almost certainly due to the cost-of-living crisis. He also commented on an increase in unemployment and that the Council is doing all they can, highlighting the work of the Financial Inclusion Team. Mr Vestri also mentioned the Citizens Advice Bureau and Foodbanks which can offer advice and supportive services to help mitigate the impact. Mr Vestri informed the Committee that all the evidence suggests that the level of benefits and employment will have the biggest impact. He concluded by saying that the Council was doing all that it could to help reduce the impact of poverty across East Lothian.

Councillor Jardine asked if whether the work on the economic strategy included a discussion on a wellbeing economy and meaningful indicators that could assess how we are doing. Mr Vestri replied by saying that when the Top 50 Indicators were adopted it was agreed that the growing our economy ones would be under review. He continued by saying that he believes that more indicators around wellbeing will be introduced to track how we are doing in relation to community wealth building and wellbeing more generally.

Councillor Jardine's final question was on relet times and the impact on homelessness. Mr Coutts, Service Manager – Community Housing & Homelessness, answered by saying that clearly there was a correlation and that he would be covering this in more detail in the landlord report.

Councillor Jardine commented that she was pleased that they were moving towards a presentation of the data that enables a better understanding. She continued by stressing the importance of having as much commentary as possible and saying that it may be that consideration is given to the extent in which deadlines are put on targets.

Decision

The Committee agreed to note the report.

4. USE AND MANAGEMENT OF GLYPHOSATE ACROSS THE COUNTY

A report was submitted by the Executive Director for Place. The report was presented by Eamon John, Service Manager – Sport, Countryside and Leisure.

Mr John began by introducing his colleagues. He stated that the purpose of the report was to inform the Committee of the current use of glyphosate, the context for this and the work underway to reduce its use and enhance Nature Networks. Mr John gave a summary of the report and what each section within the report covered. He then passed over to Dr Jennifer Lothian, Team Manager – Strategy, Policy and Development. Dr Lothian advised that they use glyphosate to meet their duties and public expectations. She continued by saying that they take an active role in advisory groups and continually monitor this, looking at what other councils around the country are doing, best practice, research and alternatives. She informed the Committee that alternatives have been trialled, but that glyphosate is more efficient and

cost effective and has been certified safe for use. Dr Lothian highlighted that the EU have just approved the use of glyphosate for the next 10 years and continued by noting that amenity operatives receive specialist training to apply the chemicals. She stated that the use of glyphosate has been reduced and alternative methods such as mulching are used when possible. Dr Lothian noted that opportunities have been taken to reduce the use of glyphosate such as engaging with communities, trialling a device and using wood chips around the base of trees. Dr Lothian concluded by informing the Committee of the Nature Networks Project where wildflowers are planted and grass is left to grow long to enhance these areas for nature with public support.

In response to a question from Councillor McIntosh about the trialling of a device in East Lothian Mr John responded by saying he was aware of Edinburgh Council's trial and that he would be watching to see the result. He stated that he could not prejudge the result but informed the Committee that he has seen a number of authorities reverse after carrying out trials. Mr John concluded by saying that they will monitor Edinburgh for 2024.

In response to a question from Councillor McIntosh about the use of yellow rattle Mark McGrath, Depot Manager – Amenity Services, informed the Committee that they had tried yellow rattle in a particular area as it is a parasite to grass but that they now had an infestation of mare's tail. He continued by saying that it was mainly used on motorway verges but that it is now not as important as grass was being allowed to grow longer. He concluded by saying that yellow rattle was a good trial but that it had its downfalls as it allows other invasive plants to grow.

Councillor McIntosh asked if there was any scope to go faster in reducing the use of glyphosate and Dr Lothian replied by saying that they have trialled a lot of other options, such as manual weeding and wood chips around the base of tree. Mr McGrath added that they are balancing this against the public perception of the Council letting things go wild. He stated that they are now starting to see a positive reaction and hopefully this will continue. Mr McGrath continued by advising that the damage to hard surfaces from weeds such as dandelions can be phenomenal and cause trip hazards. Johnn Stevens, Depot Manager – Amenity Services, agreed with the comments made and stated that on public pavements weeds can become dangerous by causing damage and creating trip hazards. In park areas Mr Stevens advised that they are using leaf growth that has come down in parks to feed and mulch the beds and encourage wildlife but that in the public domain the use of chemicals was necessary.

Councillor McIntosh then asked if they would look specifically at reducing the use of glyphosate in Nature Networks and Mr John confirmed that this was the purpose of the Nature Networks along with looking at doing things differently. Jenny Hargreaves, Team Manager - Countryside, drew attention to examples such as ragwort and piri-piri being dug out by hand by volunteers. She continued by saying that where they can they are using alternative methods. Dr Lothian commented that it was about taking people with us, and this involved signage on the ground and getting communications out so people understand.

In response to a question from Councillor Gilbert about the reduction in use of Glyphosate Dr Lothian advised that they previously used three different chemicals but that in 2019 they stopped using two of them. She confirmed that the amount of glyphosate purchased has reduced although she did inform the Committee that there has been a slight increase recently due to wetter, milder summers and the growth of the county. She stated that she would circulate figures to members.

In response to the comment from Dr Lothian about taking the public with us Councillor Forrest asked how this had been done. He commented that 3-4 years ago he was aware of complaints but that this now seemed to have stopped and he questioned what the public reaction had been to the changes. Mr John responded by saying that there are always conflicting views and that some people wanted more done while others wanted the use of glyphosate to stop.

He continued by saying it was important to get the balance right and be selective about where and when they use glyphosate. Mr John continued by saying that the biggest thing was the look and feel of the areas in respect of the wildflower meadows compared to what was there previously. He commented on turning grey areas into green areas and that people are starting to see the difference and be more accepting of the change.

Councillor Jardine asked whether the declaration of the nature emergency was being taken into consideration. Mr John replied by saying that the team had contributed to the narrative of the declaration and are the ones who have protected and enhanced the natural environment across the county. He continued by saying that the Council has a balance of duties and responsibilities and that they take these responsibilities seriously and professionally.

Councillor Jardine stated that she would email other questions.

Councillor McIntosh commented that she had requested the report and was looking forward to Musselburgh being trialled. She continued by saying that she agreed with the use of Glyphosate for invasive plants such as knotweed but that she did think that it should be reduced a bit more. She highlighted that she was sceptical of the research that it is safe to use and that a new court case had opened up in the US. She commented that she understood about the public perception and taking the public with you and noted the wildflower areas. She concluded by saying that she wanted it put on record that she wanted the Council to be more proactive with this.

Mr John highlighted for the sake of clarity that the product in the US mentioned by Councillor McIntosh was a different product to that used in the UK.

Councillor Jardine stated that she had enjoyed the report and that the team had done a phenomenal job in exploring the area. She further stated that she was heartened to hear about the effort, research and consideration being put in.

Decision

The Committee agreed to note the report.

5. HEALTH AND SOCIAL CARE PARTNERSHIP PERFORMANCE INDICATORS

A report was submitted and presented by Fiona Wilson, Chief Officer, East Lothian Health and Social Care Partnership.

Ms Wilson started by stating that this report had been requested by the PPRC and that the purpose was to list the proposed performance indicators for future reporting and provide contextual information. She asked that members approve the proposed indicators and note performance to date. Ms Wilson continued by saying that the Annual Performance Report 2022/23 is reported to the IJB (Integrated Joint Board) meeting in June and that they are keen to provide future reports to the PPRC to provide details on the performance of services. She continued by detailing other reports which she stated could be brought to PPRC as required either as a summary or in full. Ms Wilson concluded by drawing attention to appendix 1 which shows the requested performance report and includes the new performance indicators.

In response to questions which Councillor Jardine had sent through earlier Ms Wilson stated that the transformation programme looked at the detail around care at home through the change board meeting. She continued by commenting that internal care at home services are more expensive but that most service is provided through external providers, although lately there has been an increase in internal provision. She continued by saying that they are looking at early intervention and how to get to people before more services are needed and they are working with public health and community partners. Ms Wilson then picked up on hospital flow

and informed the Committee that they are ready for winter but are expecting it to be a difficult time. She advised that they are getting into the detail of how many people are in acute hospitals every day and that they try to work within the bed base and are below it at present. East Lothian plays a part in this along with Midlothian and Edinburgh and is currently one of the top performers and in a really strong position. She continued by saying that she could see more decisions coming to the IJB to see if something different could be done. The Carers Strategy was commented on by Ms Wilson who advised that it contained a support programme to provide support to unpaid carers. Ms Wilson highlighted that she wanted to acknowledge the hard work of Claire Goodwin, Performance and Improvement Manager, and Laura Kerr, General Manager Planning and Performance.

In response to Councillor Jardine asking if Ms Goodwin or Ms Kerr wanted to comment Ms Goodwin stated that the Carers Strategy was recently approved and that there is opportunity to look at how impact is measured for individuals. She also advised that they may have to make changes as they get into the detail of how the strategy will be delivered.

In response to questions from Councillor Jardine about the comparison to the wider area and the ability to get core services Ms Wilson stated that they pick up on it every day. She continued by saying that it was about knowing the detail and that they are very confident that do, including knowing where people are. Ms Wilson stated that they are in a position where they can challenge to make sure that they don't get lost broadly where others are not performing well. She concluded by saying that this is being tested all the time.

Councillor Jardine welcomed the report and the speed at which queries were responded to. She stated that she was pleased to hear that in regard to winter pressures they are as well prepared as possible.

Decision

The Committee agreed to approve the new indicators unanimously.

6. ROADS ASSET MANAGEMENT- ANNUAL STATUS AND OPTIONS REPORT 2023

A report was submitted by the Executive Director for Place. The report was presented by Alan Stubbs, Service Manager for Roads.

Mr Stubbs began by advising that the purpose of the report was to present a summary of the road's asset status 2022/23. He continued by going through the details in the report including the options available. The assets and the recommendations in the reports were then detailed by Mr Stubbs. Carriageways, the recommendation is for option 4 improvement and an increase in investment. Footways, the recommendation is for option 4 minimising deterioration and an increase in investment. Street lighting, the recommendation is for option 3 for column renewal and option 2 for luminaire replacement with Mr Stubbs noting that of the 18,623 lighting columns 32% have exceeded their expected service life. Traffic management systems, the recommendation is for option 1 current level of investment with equipment within its' service life. Electric vehicle charging points, there is no requirement for investment this year. Road structures, the recommendation is for option 1 current level of investment. In summary Mr Stubbs stated that the recommendation for total annual capital investment within the road network should be 10.6 million, broken down as detailed in the report. Mr Stubbs concluded by highlighting that any additional drainage, signage upgrades or major damage to roads due to extreme weather are funded from the 10.6 million.

Councillor Menzies asked whether income from paid street parking, if this began in East Lothian, would reduce the need for this budget with income coming from elsewhere. Mr Stubbs replied by saying he could not answer the question and would need to take it offline. Mr Reid

stated that the income from street parking charges could be used and invested in local networks, but it would depend on the budget setting process. He continued by advising that whether budgets are changed will also depend on the budget setting process.

Councillor Gilbert commented that budgets had been set but had not taken account of damage caused by unexpected events. He asked what the extra costs were for last year, especially in relation to the roads network. Mr Stubbs agreed he could take that offline and get costs. He added that the report looked at capital costs and not revenue. He continued that some of the costs due to severe weather will be revenue costs.

Council Jardine stated that she would send questions through. She also stated for clarity that the decision around the recommendations in the report will be picked up under budget papers.

Ms Fortune advised that it would be up to Council to determine and set budgets when budget proposals are considered in February.

Councillor Jardine acknowledged the work that had gone into the report.

Decision

The Committee agreed to note the report.

7. LANDLORD PERFORMANCE REPORT 2022/23

A report was submitted by the Executive Director for Place. The report was presented by James Coutts, Service Manager – Community Housing & Homelessness.

Mr Coutts began by advising that the report provided an update to members on performance indicators and informed the Committee that benchmarking information was provided in appendix 1. Mr Coutts stated that the production of the Landlord's Performance Report was a requirement of the Social Housing Charter. He continued by highlighting that East Lothian Council was seen as an example of good practice in producing the report in consultation with tenants, this report being produced in conjunction with the East Lothian Tenants and Residents Panel. Mr Coutts commented on information in the report including that East Lothian Council had the highest percentage rent increase among its' peer group, but that rent collection was strong. Void rent loss and relet times continue to be challenging, tenancy sustainability levels are good and there has been an improvement in repair response times. He also advised that in areas of challenge such as void turnaround times there is significant development work ongoing.

In response to questions from Councillor Yorkston Mr Coutts informed the Committee that the void rent loss in the report included voids already in the system and that the void re let times only looked at voids that have been turned around. He stated that void rent loss was higher than they liked but that it was better than the average. Mr Coutts added that there have been issues with staff vacancies and absences as well as other issues associated with the pandemic, but these have largely been addressed. A backlog team has been created to deal with the long-term voids and they have developed a framework to find out where the pressure points are to enable them to intervene. He commented that they are not well served by the current housing management system and that they are looking to replace this as it can create challenges. Mr Coutts concluded by stating that they are having regular monitoring meetings to increase scrutiny in these areas.

Councillor Menzies asked about the reasons for the long-term voids and Mr Coutts replied by saying that the reasons are varied, including properties needing structural work or major adaptations and those which are returned in an unacceptable condition. He continued by

saying that the demand for over large properties also needed to be considered and whether properties could be looked at for extension.

Councillor Menzies then asked if teams are in place to work together. Mr Coutts stated that the team has made significant inroads and that kitchen and bathrooms are now programmed in for replacement. He added that it was much slicker but advised that the major voids team dealing with the backlog was new and needed time to settle in. Wendy McGuire, Head of Housing, added that they are monitoring this very closely and that they will look at the new process and review it if it is not performing. She concluded by saying that there had been significant improvement.

Councillor Jardine stated that she would forward questions and asked if the Tenants Scrutiny Reports will come to the Committee in the future. Mr Coutts replied that he was more than happy to bring the reports to the Committee. Councillor Jardine concluded by commenting that she was disappointed that they could not give much time to the report.

Decision

The Committee agreed to note the report.

8. HOMELESSNESS PERFORMANCE REPORT 2022/23

A report was submitted by the Executive Director for Place. The report was presented by Nicola Sandford, Team Manager - Homelessness.

Ms Sandford began by thanking the Committee for the opportunity to present the report. She stated that this is the first formal report and asked for clarity from members on whether the report was what was expected and met the needs of PPRC. Ms Sandford went through the report advising that it showed trends in last 7 years and covered 13 key themes. Ms Sandford advised that there has been an increase in homelessness applications, a low level of intentionally homeless decisions and that 2022-23 saw the longest period to discharge duty in over a decade. She continued by advising that the Council continued to breach the order on the use of unsuitable accommodation and highlighted that there had been a reduction in the number in temporary accommodation and that the focus is on the number and time spent in temporary accommodation. Ms Sandford advised that they are focussed on putting measures in place to mitigate the pressures on the service.

Ms Sandford referred to the question asked earlier about the number of homelessness cases and confirmed that there had been 203 applications and the corresponding figure was 167 homelessness assessments. Ms Sandford explained that the disparity in the figures was due to some households not engaging with the service, resolving the issues, losing contact and the result of report timing.

Councillor Jardine informed the Committee that Councillor Menzies had left the meeting but had emailed questions that she would like to have asked.

In response to a question from Councillor Yorkston Ms Sandford stated that generally in excess of 80% of assessments were carried out within 28 days. She further explained that there were factors which were out of their control such as medical assessments being needed or not receiving basic information from households within the 28 days. Ms Sandford continued by saying that going forward she would like to think 85-90% would be assessed within the 28 days but that it was unlikely this would be higher due to the factors out of their control.

In response to a further question from Councillor Yorkston about the breaches and the impact of being fully compliant Ms Sanford informed the Committee that this would require around

150 suitable properties being available. Ms Sandford advised that would mean that they would be meeting their statutory duties and that the regulators would be happy. She concluded by saying that there would be a positive impact on the homelessness budget but that it would negatively impact on the number of homes available for let.

Councillor Forrest asked what impact was being seen as a result of the changes to local connection and the refugee and asylum seekers policy agenda. Ms Sandford stated that the change to local connection came in in October 21 and there had been very little impact until the late summer of this year, then the impact had become significant. She commented in particular about the number of applicants who have live applications with the City of Edinburgh Council. She advised that the change was seen overnight and that this was linked to the housing emergency and the policy agenda on refugee and asylum seekers. She informed the Committee that the government had announced a refusals policy which aims to move Ukrain households out of hotels and into temporary accommodation. Edinburgh are now over capacity and have on occasion moved people out of Scotland. Ms Sandford advised that the clients are now approaching East Lothian Council as they are not happy with the accommodation provided by Edinburgh. The Committee was informed by Ms Sandford that in some cases Edinburgh City Council tenants are presenting as homeless on whatever basis they could.

Ms McGuire highlighted that the introduction of the change to local connection came in in November 22 and not October 21. She continued by saying that Ms Sandford was correct and the refugee situation had increased pressure, and that this was an issue in south east Scotland and not just East Lothian. She concluded by saying that they are trying to find a collective way to respond and that it was a topic of focussed conversations.

Councillor Jardine stated that she would forward questions and commented that she would like to focus on the human factor of homelessness and not just the figures and that this was also in relation to the staff who manage the service.

Councillor Jardine commented on the increase in rough sleepers and asked about the impact on staff and applicants. In response Ms Sandford stated that these are generally quite chaotic people who have been through the homeless process before and are aware of the services but that due to their chaotic nature little can be done except put in support when a tenancy is given to try and sustain it. She continued by saying that she would like to flag that there was concern around the difficulty in sourcing emergency accommodation. Ms Sandford concluded by saying that there was also significant concern around the wellbeing of staff due to having zero accommodation available at times.

In response to questions from Councillor Jardine around the wider housing strategy Ms Sandford responded by saying that data would be pulled together to inform a housing need and demand assessment to look at what they go forward with in the future. Ms McGuire added that the housing supply target was under review and that it was critical to ensure that they provide the right mix of housing in the right areas.

Councillor Jardine asked about the void figures and the impact of this on homelessness figures. Ms McGuire responded by saying that there was no doubt that the voids were having an impact but that even if all the voids were turned around it would not meet the demand.

Ms McGuire commented that this was a really important paper and that there is no doubt that there is a housing crisis but that the team are working really well. She also stated that it was not just having an impact on housing it impacted on other areas such as education and crime. Ms McGuire advised that the regulator is coming in in mid January and the intention is to have a briefing session for members after the regulators visit to allow further thought on what indicators are wanted in future.

Councillor McIntosh gave thanks for the report and agreed with Councillor Jardine’s earlier comments about this being about people and not figures. She continued by saying that long housing lists and the housing crisis were not down to refugees.

Councillor Bennett gave thanks for the report and stated that there is no doubt we are in a housing crisis and agreed with Councillor McIntosh’s comments that it was not the fault of refugees. He gave thanks to the housing team for their unwavering dedication to reduce homelessness.

Ms Sandford informed the Committee that they have not had any homeless applications from Ukrain households as they have had a preventative approach. Over 50 Ukrain households have been housed in private lets and a number are now living independently. Ms Sandford stated that she would like to clarify that the homelessness figures do not reflect refugees in any way.

Councillor Jardine commended the team for their work and referred to Ms Sandford’s question at the start of her presentation about the format of the report and stated that what was presented was excellent but that they needed to get underneath it and that the report needed a bit more around context. Councillor Jardine continued by saying that the briefing mentioned by Ms McGuire was useful. Councillor Jardine asked if Ms Sandford was happy there had been sufficient feedback. Ms Sandford responded by saying that the next report would be more of an action plan.

Decision

The Committee agreed to note the report.

9. WORK PROGRAMME – SESSION 2023/24

Councillor Jardine requested a follow up from Ms McGuire and Ms Sandford to be added to the programme to look at the changes to the voids management approach and the impact of this.

Councillor Findlay requested a report on the impact of coastal car parking systems is included in the programme.

Lesley Brown, Executive Director for Education and Children’s Services agreed that both items be taken forward.

Councillor Jardine made reference to an item in previous minutes and requested that how action points are taken forward be looked at to see how their own performance is managed.

Decision

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

Signed

Councillor Lyn Jardine
Convener of the Policy and Performance Review Committee

REPORT TO: Policy and Performance Review Committee

MEETING DATE: 7 March 2024

BY: Executive Director for Place

SUBJECT: 2023/24 Q3 Performance Indicators Report

2

1 PURPOSE

- 1.1 To provide Elected Members with information regarding the performance of Council services during Q3 2023/24 (October to December 2023).

2 RECOMMENDATIONS

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

3 BACKGROUND

- 3.1 The Council has an established set of Key Performance Indicators to help monitor progress towards the outcomes contained in the Council Plan and East Lothian Plan. The indicators are updated on a quarterly basis and the results are reported to the Policy & Performance Review Committee. Appendix 1 provides the results of the Key Performance Indicators for Q3 2023/24.
- 3.2 Health & Social Care Partnership presented a report to PPRC in December 2023 which proposed several quarterly and annual performance indicators. These have been reviewed and are currently being added to the system. All current H&SCP measures have been removed and the new indicators should be ready for reporting in Q4.
- 3.3 The following are some of the Q3 performance measures from Appendix 1 that may be of particular interest to members:
- **Homelessness** (CH01, CH02, CH03) – The number of homelessness cases reduced to 189 in Q3. However, when compared to the previous year, the number of homelessness presentations are increasing. The average number of days to re-housing increased from 352 to 392 days in Q3. This increase is mainly due to several single homeless household remaining in temporary accommodation for a longer period of time. The

% of homelessness assessments completed in under 28 days improved slightly to 78%.

- **Sport & Pool Attendance** (SCL_SD01 & SCL_SD02) – Number of attendances at indoor facilities increased in Q3 from 91,130 to 110,399. Pool visits are down in Q3 from 87,256 to 54,240. The Loch Centre remains closed.

A new recording system was implemented last year and a detailed analysis of attendances at both pools and indoors facilities is being undertaken to gain further insight into the fluctuation of attendance figures. There are many seasonal factors and maintenance issue that can affect visitor numbers. Also, economic factors may also be filtering through and impacting on attendance.

- **Housing Benefit Process Times** (BEN01 & BEN02) – Days taken to process new claims in housing benefit remains on target in Q3 at 18.44 days. YtD is 18.99 days against a target of 26. Changes in circumstances has improved against the previous quarter from 7.8 to 3.8 days. YtD is 5.5 against a target of 6 days.
- **Invoices Paid on Time** (CF001) – The % of invoices paid on time has improved slightly in Q3 to 86.3% against a target of 90%. Actions from the Purchase 2 Pay project is aiming to make further improvements and should lead to more robust financial controls, timely receipt of invoices from services and reduced errors.
- **Council Tax / Business Rates in-year collection** (REV07 & REV06) – In-year Council tax collection is at 79.5% against a target of 82.3%. Business rates collection is much higher in Q3 at 81.7% when compared to the previous year. Annual billing preparations are underway and ongoing efforts are being made to maximise collection by the end of the financial year.
- **Rent Arrears** (REV08) – Rent arrears have reduced in Q3 from £1.444M to £1.343M. For this financial year, rent arrears have increased by £49,197.62 (3.80%). In comparison to Q3 in the previous year, current tenant rent arrears increased by £50,484.39 (4.71%).

Rent advice surgeries have been provided so that tenants can access help locally, particularly in the Dunbar area to coincide with Jobcentre Plus surgeries in this area. Work is ongoing to promote this local help and to encourage people to come along if they need advice.

- **Financial Gains** (REV01) – This indicator shows the cumulative amount of additional income received for clients through maximising entitlement to welfare benefits and other financial support. Q3 saw another 158 new clients accessing the service and an additional financial gain of £408K. For the year this means that 642 new clients have been supported with an annual financial gain of **£1,455,852.73** having been secured for local residents.

The preventative approach and comprehensive service provided to clients helps ensure their longer-term needs are met, with the hope that this brings about some certainty and stability for the future. This helps to avoid a crisis situation from occurring and reduces the demand for other support services, including health related support.

4 POLICY IMPLICATIONS

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

5 INTEGRATED IMPACT ASSESSMENT

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

6 RESOURCE IMPLICATIONS

- 6.1 Financial – none.
- 6.2 Personnel – none.
- 6.3 Other – none.

7 BACKGROUND PAPERS

- 7.1 Appendix 1: 2023/24 Q3 Performance Indicators Report

AUTHOR'S NAME	Paolo Vestri / Gary Stewart
DESIGNATION	Service Manager / Policy Officer
CONTACT INFO	pvestri@eastlothian.gov.uk gstewart1@eastlothian.gov.uk
DATE	27/2/2024

Appendix 1 - Council Plan Quarter Performance Report

Quarter 3 2023-24



Key to Icons

RAG status

- ★ Performance within target
- Performance within tolerance levels
- ▲ Performance outwith target / tolerance levels
- ? Missing data
- ! No target
- ?! No data or target

Growing Our Communities

Measure ↑	Previous Year	Previous Quarter	Actual (Dec 2023)	Target	RAG	Trend	Actual
CH01 Number of new homelessness cases	155	203	189	200	●	✔	
<p>The number of homelessness cases shows a slight reduction from the previous quarter, however it remains clear that homeless presentations are increasing compared to previous years, which is reflective of the wider national picture. We will continue to monitor and assess the associated impacts.</p>							
CH02 Average number of days to re-housing from temporary (homeless) to permanent accommodation	357	352	392	300	▲	✘	
<p>This increase from the previous quarter is attributable to accommodating 7 longstanding single homeless households, all of whom had been in temporary accommodation for significant periods.</p>							
CH03 % homelessness assessments completed in under 28 days	95.0%	76.0%	78.0%	80.0%	●	✔	
<p>This is an increased % in comparison with the previous quarter, and almost meets the 80% target. Continuous improvement is anticipated going forward, in accordance with the roll out of a new case management system.</p>							
EH01 % Food Hygiene high risk Inspections achieved	100.0%						
<p>Figures are not available for Q3. Training and consultation days are being held for development of management reports on the new system.</p>							
EH02 % of Food Standards high risk Inspections achieved	100.0%	0.0%					
<p>Figures are not available for Q3. Training and consultation days are being held for development of management reports on the new system.</p>							
EH04 % Food Law Rating System high risk Inspections achieved	97.0%						
<p>Figures are not available for Q3. Training and consultation days are being held for development of management reports on the new system.</p>							
RS01 Street lighting - repairs - average time in days	3.87	2.09	2.85	5	★	✘	
<p>Performance has improved from 3.87% in corresponding quarter of 2022 to 2.85% in 2023.</p>							
RS02 Traffic lights - average time to repair failure (hours:mins)	22.46	24.44	34.49	48	★	✘	


Measure ↑	Previous Year	Previous Quarter	Actual (Dec 2023)	Target	RAG	Trend	Actual
SCL_AS03 Number of Flytipping incidences	120	209	180	140	▲	▼	
Slight reduction from previous quarters in terms of total numbers. Ongoing monitoring of levels.							
T&WS11 Number of vehicles accessing recycling centres	115141	142545					
Figures are not available due to a technical fault at the traffic counting studs at the Recycling Centres							

Growing Our Economy


Measure ↑	Previous Year	Previous Quarter	Actual (Dec 2023)	Target	RAG	Trend	Actual
DM11 Major developments: average number of weeks to decision		11.3			?		
An update will be available in Q4							
DM12 Local developments: average time in weeks		7.5			?		
An update will be available in Q4							
DM13 All Local developments: % determined within 2 months		93.0%			?		
An update will be available in Q4							
DM14 Householder developments: average time (weeks)		7.7			?		
An update will be available in Q4							
DM18 Approval Rates: Percentage of all applications granted in period		93.4%			?		
An update will be available in Q4							
EDSI_B01 Number of Business Gateway-Start ups	38		31			?	
LPS01 % spend with contracted suppliers	85.2%	81.4%	82.0%	80.0%	★	✔	
EDSI_B11 Number of jobs created by start ups assisted by Business Gateway	65		26		!		
EDSI_ELW02 Percentage of the population claiming Out of Work Allowance (JSA / Universal Credit)	2.2%	2.3%	2.3%	2.5%	★	➡	
<p>% claiming out of work allowance / Universal Credit 16+ remained the same at 2.3%. The rate remains below the Scottish average of 3%. There were 1570 claimants. Claimant count in the age group 18 to 21 is 3.4% against the average of 4.4%.</p>							

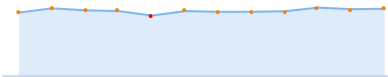

Growing Our People

Measure ↑	Previous Year	Previous Quarter	Actual (Dec 2023)	Target	RAG	Trend	Actual
SCL_SD01 Number of attendances at indoor sports and leisure facilities	110965	91130	110399	130000	▲	↕	
Aubigny sports hall was shut for a month in November for urgent heating repairs. North Berwick squash courts remain closed.							
SCL_SD02 Number of attendances at pools	80526	87256	54240	110000	▲	↘	
Q3 saw a sharp decrease in pool attendances from 87256 to 54240. YtD is 216,376 attendances against a target of 330,000. The Loch Centre pool remains closed.							
CS01 Average number of Placements for looked after children	1.8	1.8	1.8			→	
Placement stability is a key factor in positive outcomes for young people. The average number of placement moves remains stable.							
CS02 Percentage of children on Child Protection Register for more than 6 Months	43%	51%	42%			↕	
24 children on the child protection register, with 10 on the register for more than 6 months at the end of December 2023. Ongoing consequences of the impact of Covid meaning families are struggling with poor mental health, substance misuse and the effects of poverty and this is impacting on capacity to make and sustain positive changes. The new child protection procedures state a review 6 months (Pre-birth 3 months) after the initial meeting. Therefore unless an early review is called we would expect to see an increase in this indicator over time given most first reviews will take place just after the 6 months. The need to change this indicator to make it more meaningful to reflect the child protection procedures and national practice may be helpful.							
CS03 Percentage of children who are re-registered within a 12 month period	0.0%	0.0%	0.0%		★	→	
Re-registrations within a 12 month period are rare and the performance in East Lothian is consistently encouraging. There are currently 24 children and young people on the Child Protection Register with no children having been re-registered in the previous 12 months. Our rate on the CPR is 1.6 compared with a national rate of 2.9. We are looking to change this indicator to re-registrations within 24 months in line with the child protection minimum dataset.							
CS04 Rate per 1,000 children in Formal Kin Care	1.8	2.3	1.5				
Formal Kinship care is when a child or young person is looked after by family or friends under a looked after statute negating the need for foster care or residential care. The total in formal kin care of 33 children/young people is below the Scottish national average. However we have a further 80 children and young people who we support under an informal kin care arrangement. Of those 80, there are 57 children and young people whose families have been supported to take on a residence order (section 11) to remove the need for statutory measures. If these children were combined with those in formal kin care the rate per 1,000 would be more in line with the Scottish average. We are investing more resources in kinship care in line with The Promise.							
CS05 Rate per 1,000 children in Foster Care	2.9	3	3.1		★	↕	
The number of children in foster care stands at 69. However the challenge to recruit and retain sufficient foster carers is ongoing as the service is now reliant on 16 external foster placements which are significantly more expensive. There is a significant shortage of foster care placements nationally. The East Lothian rate is below the Scottish average of 5.3.							
CS06 Rate per 1,000 children in Residential Care	1.7	1.8	1.5		!	↕	

Measure ↑	Previous Year	Previous Quarter	Actual (Dec 2023)	Target	RAG	Trend	Actual
<p>There are 34 East Lothian young people in residential care. East Lothian has 12 places within two 6 bedded units. External placements are subject to regular review and scrutiny under the Prevent and Return project which is having a positive impact on the numbers and the life chances of young people. The enhanced tracking and monitoring of these young people is evidencing a slowdown in admissions to residential care however the large cohort of young people in continuing care and fostering recruitment difficulties means we have a lack of fostering resources to bring young people back from external residential placements at the levels we would like. The rate of 1.5 per 1,000 equals the Scottish average of 1.5.</p>							
CS07 Rate per 1,000 children on Home Supervision	2	2.6	2.7		●	✓	
<p>There are 60 children/young people on a Home Supervision Order. Independent reviewing officers continue to ensure plans are in place for these children at an early stage with a view to ensuring they are spending less time within the Children's Hearing system. The Scottish Children's Reporters Association (SCRA) is continuing the progress to resume hearings at pre COVID levels. The rate of 2.7 per 1,000 is below the Scottish average of 3.7.</p>							

Growing the Capacity of our Council

Measure ↑	Previous Year	Previous Quarter	Actual (Dec 2023)	Target	RAG	Trend	Actual
EBS01 Percentage of first reports (for building warrants and amendments) issued within 20 days	95.7%	93.2%	94.8%	95.0%	●	✔	
EBS02 % of building warrants issued within 10 days from receipt of all satisfactory information	91.0%	84.0%	90.3%	90.0%	★	✔	
BEN01 Average time in days to process new claims in housing benefit	25.07	19.63	18.44	26.00	★	✔	
<p>The average turnaround time up to end Q3 was 18.44 days against a target of 26 days, so within target. By way of comparison, during the same period last year, the average turnaround time was 25.07 days, so a significant performance improvement which is excellent. Average time (days) to process new Housing Benefit claims has remained within target over the last 3 quarters. YTD is 18.99 days.</p>							
BEN02 Average number of days to process a change of circumstances (Housing Benefit)	7.56	7.82	3.82	6.00	★	✔	
<p>The average turnaround time up to end Q3 was 3.82 days against a target of 6 days, so within target. By way of comparison, during the same period last year, the average turnaround time was 7.56 days, so another performance improvement in 2023/24. Performance has improved over the last 3 quarters when compared to the previous year. YTD is 5.51 days.</p> <p>The implementation of a new performance management framework for the Financial Support Team has strengthened the focus on continuous improvement in performance during a challenging period for the team. The team is also exploring opportunities to improve claim processing times by increasing automation. In Q3 47.83% of DWP (UCDS) records were completed automatically. All were completed manually during the same period last year. Further system development which is planned should help to improve performance further in the future.</p>							
REV06 Business Rates in-year collection	79.2%	43.1%	81.7%	79.4%	★	✔	
<p>It's been a challenging year for the team, given the enormous amount of work and planning which has gone on to install and test all of the software changes needed this financial year to be able to configure systems and issue accurate bills, so this high level of collection is excellent. Q4 is likely to be exceptionally busy as annual billing preparations are well underway and efforts to maximise collection by end of year continue.</p>							
REV07 Council Tax in-year collection	83.4%	53.3%	79.5%	82.3%	●	✔	
<p>The main reason why we are below target is due to the 5 January Direct Debit posting. In financial year 2022/23, this Direct Debit was posted to accounts in December due to the Xmas holiday break as is common practice over holiday periods, however in 2023/24, there was sufficient time to post this Direct Debit when we returned in January. As our collection targets are largely based on previous year collection, this is the reason for the more significant variance against target. Had the 5 January Direct Debit, totalling £2,183,260.39, been posted in December, our collection rate would have been in the region of 82.49%. The post-Christmas period is exceptionally busy for all Revenues teams, with many households facing additional financial pressures at this time of year. In addition, annual billing plans and preparations are well underway in advance of the council budget being set on 20 February and subsequent issue of almost 53,000 bills .</p>							
REV08 Value of current tenants rent arrears	£1,121,449.9	£1,444,472.6	£1,343,098.9	£1,293,901.3	●	✔	
<p>Current tenant rent arrears have increased by £49,197.62 this financial year – 3.80%. By way of comparison, during the same period last year, current tenant rent arrears increased by £50,484.39 (4.71%) so a very similar trend when compared to previous year. The post-Christmas period is always challenging and with annual billing preparations underway it's an extremely busy time for the team. Rent advice surgeries have been resurrected so that tenants can access help locally, particularly in the Dunbar area to coincide with Jobcentre Plus surgeries in this area. Work is ongoing to promote this local help and to encourage people to come along if they need advice.</p>							

Measure ↑	Previous Year	Previous Quarter	Actual (Dec 2023)	Target	RAG	Trend	Actual
CF001 Percentage of invoices paid on time	82.3%	85.7%	86.3%	90.0%	●	↕	
<p>Q3 figures increased slightly to 86.3% and just under target. There were 19,014 Invoices paid with 16,400 being paid on time. Actions from the P2P project have led to increased checks, improved batch header and work on improving and streamlining processes. This has required input from Creditors resource, which is already working to capacity. Our aim is that implementation of these changes will lead to more robust financial controls, more timely receipt of invoices from services and fewer errors in future.</p>							
REV01 Value of Financial Gains Secured	£1,935,542.5	£1,047,722.0	£1,455,852.7	£1,500,000.0	●	↕	
<p>It's been another busy quarter for the team with 158 new clients accessing the service in Q3. This means that 642 new clients have been supported by the team this financial year. Annual financial gains of £1,455,852.73 have been secured for local residents, a huge sum of money going back into our communities, much of which may not have been awarded had it not been for the work of the team. With continued cost of living pressures on people across East Lothian, the team continues to provide a tailored and highly skilled service, demonstrating excellent value for money and securing significant financial gains for local residents, helping to reduce poverty in our local communities. The preventative approach and comprehensive service provided to clients helps ensure their longer-term needs are met, with the hope that this brings about some certainty and stability for the future. This helps to avoid a crisis situation from occurring and reduces the demand for other support services, including health related support.</p>							

REPORT TO: Policy Performance and Review Committee

MEETING DATE: 7 March 2024

BY: Executive Director for Place

SUBJECT: Poverty and Equality Indicators Update

3

1 PURPOSE

- 1.1 To provide the Committee with an update on the set of Poverty and Equality Indicators that were approved by Committee in September 2023.

2 RECOMMENDATIONS

- 2.1 The Committee is asked to note the update on the Poverty and Equality Indicators and note that work is ongoing to develop baselines and targets for some of the indicators that are still in development and a first full annual report will be presented to committee when the data is available and then annually thereafter.

3 BACKGROUND

- 3.1 The 2021-2022 Council Improvement Plan included an action arising from the 2019/20 Annual Audit Report to improve its performance reporting 'so that it is easier for elected members and the public to evaluate performance across equalities'.
- 3.2 There is a close link between tackling inequality and tackling poverty, and the Council's 2021-2025 Equality Plan is closely aligned to the 2021-2023 Poverty Plan. Therefore, a suite of Poverty and Equality indicators has been developed to monitor progress with implementing these Plans' objectives and actions.
- 3.3 PPR Committee approved the proposed set of Poverty and Equality Indicators at its 2 September 2023 meeting and noted that work was ongoing to develop baselines and targets for some of the indicators that are still in development.
- 3.4 Appendix 1 provides an update on the Poverty and Equality indicators. There are a total of 52 mainly outcome-oriented indicators.

- Section A has 27 indicators that are included in the 2022-27 'Top 50' Council Plan Indicators.
 - Section B includes six indicators not included in the Council Plan Top 50 that track progress with Poverty Plan and Equality Plan actions.
 - Section C has an additional 10 Equality Plan Indicators.
 - Section D has nine Poverty Plan Indicators.
- 3.5 Where possible indicators will be analysed by protected characteristics such as age and sex and by geographic areas.
- 3.6 Work is ongoing to develop baselines and targets for some of the indicators that are still in development. A first full annual report will be presented to committee when the data is available. This annual report will provide an analysis of progress made across the suite of indicators.
- 3.7 Also, the indicators will be reported in future biennial Equality Mainstreaming and Outcome Reports the Council produces to report on progress in its Equality Plan.

4 POLICY IMPLICATIONS

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

5 INTEGRATED IMPACT ASSESSMENT

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

6 RESOURCE IMPLICATIONS

- 6.1 Financial – no direct financial implications associated with this report.
- 6.2 Personnel – no direct implications on staffing associated with this report.
- 6.3 Other – none.

7 BACKGROUND PAPERS

7.1 Appendix 1: Poverty and Equality Indicators Update, February 2024

AUTHOR'S NAME	Paolo Vestri
DESIGNATION	Service Manager Policy, Performance and Organisational Development
CONTACT INFO	pvestri@eastlothian.gov.uk
DATE	27 th February 2024

Appendix 1: Poverty and Equality Indicators; Update February 2024

A. Indicators included in the 2022-27 'Top 50' Council Plan Indicators

* indicators that where possible will be analysed by protected characteristics such as age and sex and/ or socio economic disadvantage

CP Ref	Indicator	Baseline / latest figure available	2027 Target																								
Reduce Poverty and Inequalities																											
1	% of children living in households with less than 60% of median net household income after housing costs	21.1% (2022) Increased from 18.9% in 2021 but remains below the Scottish average of 24.5%. The data for 2022/23 will be available in June 2024	National target – less than 10% by 2030																								
2*	% of citizens who are say they are managing financially 'Very Well & Quite Well/ Not well' (Residents Survey)	From 2021 Residents Survey: <table border="1"> <thead> <tr> <th></th> <th>Very & Quite Well</th> <th>Not Well</th> </tr> </thead> <tbody> <tr> <td>East Lothian</td> <td>50%</td> <td>8%</td> </tr> <tr> <td>North Berwick Coastal</td> <td>61%</td> <td>5%</td> </tr> <tr> <td>Dunbar & East Linton</td> <td>57%</td> <td>5%</td> </tr> <tr> <td>PSG</td> <td>57%</td> <td>7%</td> </tr> <tr> <td>Haddington & Lammermuir</td> <td>49%</td> <td>3%</td> </tr> <tr> <td>Musselburgh</td> <td>48%</td> <td>10%</td> </tr> <tr> <td>TWM</td> <td>41%</td> <td>14%</td> </tr> </tbody> </table> Since this question relates to households a breakdown by sex of respondent is not relevant It is hoped that the next Residents Survey will be carried out in spring 2024		Very & Quite Well	Not Well	East Lothian	50%	8%	North Berwick Coastal	61%	5%	Dunbar & East Linton	57%	5%	PSG	57%	7%	Haddington & Lammermuir	49%	3%	Musselburgh	48%	10%	TWM	41%	14%	Very/ Quite Well - 55% Not Well - 5%
	Very & Quite Well	Not Well																									
East Lothian	50%	8%																									
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Musselburgh	48%	10%																									
TWM	41%	14%																									

3*	Claimants in receipt of out of work benefits (% of pop aged 16-64)	<p>As at September 2023:</p> <table border="0"> <tr> <td></td> <td style="text-align: center;">East Lothian</td> <td style="text-align: center;">Scotland</td> </tr> <tr> <td>All</td> <td style="text-align: center;">2.3%</td> <td style="text-align: center;">3%</td> </tr> <tr> <td> Males</td> <td style="text-align: center;">2.8%</td> <td style="text-align: center;">3.7%</td> </tr> <tr> <td> Females</td> <td style="text-align: center;">1.9%</td> <td style="text-align: center;">2.4%</td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td>All ages 16+</td> <td style="text-align: center;">100%</td> <td style="text-align: center;">100%</td> </tr> <tr> <td> Aged 16-24</td> <td style="text-align: center;">20.5%</td> <td style="text-align: center;">18.3%</td> </tr> <tr> <td> Aged 25-49</td> <td style="text-align: center;">57.3%</td> <td style="text-align: center;">59.2%</td> </tr> <tr> <td> Aged 50+</td> <td style="text-align: center;">22.1%</td> <td style="text-align: center;">22.5%</td> </tr> </table>		East Lothian	Scotland	All	2.3%	3%	Males	2.8%	3.7%	Females	1.9%	2.4%				All ages 16+	100%	100%	Aged 16-24	20.5%	18.3%	Aged 25-49	57.3%	59.2%	Aged 50+	22.1%	22.5%	0.5% below Scottish average
	East Lothian	Scotland																												
All	2.3%	3%																												
Males	2.8%	3.7%																												
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Aged 25-49	57.3%	59.2%																												
Aged 50+	22.1%	22.5%																												
<p>Growing our Economy (These indicators and targets, taken from the current Economic Development Strategy, will be revised following adoption of the new Economic Development strategy)</p>																														
7	Job density – proportion of people of working age (16-64) in employment in East Lothian (to include part-time work data)	2021: 0.62%	0.60																											
9*	Number of people participating in EL Works operated or funded employability programmes	723 (2022/23)	550																											
10*	% of people that have participated in Council operated/ funded employability programmes who have progressed into employment	30% (2022/23)	20%																											
11*	% participation rate for 16-19yr olds	<p>2023:</p> <table border="0"> <tr> <td></td> <td style="text-align: center;">East Lothian</td> <td style="text-align: center;">Scotland</td> </tr> <tr> <td>All</td> <td style="text-align: center;">96.1%</td> <td style="text-align: center;">94.3%</td> </tr> <tr> <td> Females</td> <td style="text-align: center;">96.1%</td> <td style="text-align: center;">95.0%</td> </tr> <tr> <td> Males</td> <td style="text-align: center;">96.3%</td> <td style="text-align: center;">93.7%</td> </tr> </table>		East Lothian	Scotland	All	96.1%	94.3%	Females	96.1%	95.0%	Males	96.3%	93.7%	95%															
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Males	96.3%	93.7%																												

Growing our People – Close the poverty related attainment gap			
16	To close the poverty related attainment gap between quintiles 1 and 5 for children in primary 1, 4 and 7 combined in literacy	2023: 23.2% (2022 – 30%)	27.6%
17	To close the poverty related attainment gap between quintiles 1 and 5 for children in primary 1, 4 and 7 combined in numeracy	2023: 23.6% (2022 - 22.1%)	24.2
18	To close the poverty related attainment gap between quintiles 1 and 5 in the number of school leavers attaining one or more passes at SCQF level 5	2022: 39.6% (2023 data not available until March 2024)	19.1%
19	To close the poverty related attainment gap between quintiles 1 and 5 in the number of school leavers attaining one or more passes at SCQF level 6	2022: 55.7% (2023 data not available until March 2024)	36.1%
20	To close the poverty related attainment gap between quintiles 1 and 5 in overall school attendance	2022: 6.4% (2023 data not available until March 2024)	5.0%
Growing our People – improve the life chances of children			
21*	The % of young people receiving After Care, for whom a destination is known, who are in a positive destination (i.e. Employment, Training or Education)	2023: 54% (2022 – 52%)	60%
25	Number of referrals of children and young people to the mental health services' Single Point of Access / number of cases closed	Aug 2022 – May 2023: 1,023 Annual figure for 2023/24 to be provided in June 2024	To be determined
Growing our People – adults and older people			
27*	% of people with long term care needs receiving personal care at home (total / under 65s / over 65s)	65+ = 56% <65 = 83%	Increase % of 65+ with intensive care needs

		<table> <tr> <td></td> <td>Under 65</td> <td>Over 65</td> </tr> <tr> <td>All</td> <td>202</td> <td>817</td> </tr> <tr> <td>Female</td> <td>98</td> <td>552</td> </tr> <tr> <td>Male</td> <td>104</td> <td>265</td> </tr> <tr> <td>White</td> <td>118</td> <td>607</td> </tr> <tr> <td>Asian</td> <td>1</td> <td>-</td> </tr> <tr> <td>Not Known</td> <td>83</td> <td>210</td> </tr> </table>		Under 65	Over 65	All	202	817	Female	98	552	Male	104	265	White	118	607	Asian	1	-	Not Known	83	210	Maintain % of <65s with intensive care needs
	Under 65	Over 65																						
All	202	817																						
Female	98	552																						
Male	104	265																						
White	118	607																						
Asian	1	-																						
Not Known	83	210																						
29*	% of carers receiving respite via a Carers Support Plan – <i>under development</i>	To be established	To be determined																					
33	% of adults able to look after their health very well or quite well (<i>Health & Care Experience bi-annual survey</i>)	92.6% (from 200/21 survey) Results of the 2022/23 survey not yet available	Maintain at above Scottish level																					
Growing our Communities																								
34*	% of citizens ‘Strongly Agree’ / ‘Tend to Agree’ My Council is good at listening to people’s views before it makes decisions (Residents Survey)	<p>From 2021 Residents Survey</p> <table> <tr> <td>East Lothian</td> <td>13%</td> </tr> <tr> <td>Dunbar & East Linton</td> <td>17%</td> </tr> <tr> <td>North Berwick Coastal</td> <td>16%</td> </tr> <tr> <td>Musselburgh</td> <td>15%</td> </tr> <tr> <td>Haddington & Lammermuir</td> <td>12%</td> </tr> <tr> <td>PSG</td> <td>10%</td> </tr> <tr> <td>TWM</td> <td>10%</td> </tr> <tr> <td>Most deprived 20% SIMD areas</td> <td>20%</td> </tr> <tr> <td>All other areas</td> <td>12%</td> </tr> </table> <p>No breakdown by sex of respondent was provided</p> <p>It is hoped that the next Residents Survey will be carried out in spring 2024</p>	East Lothian	13%	Dunbar & East Linton	17%	North Berwick Coastal	16%	Musselburgh	15%	Haddington & Lammermuir	12%	PSG	10%	TWM	10%	Most deprived 20% SIMD areas	20%	All other areas	12%	50%			
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35*	% of citizens who say their neighbourhood is a 'Very Good' / 'Good' place to live (Residents Survey)	<p>From 2021 Residents Survey</p> <table border="0"> <tr> <td>East Lothian</td> <td>94%</td> </tr> <tr> <td>North Berwick Coastal</td> <td>98%</td> </tr> <tr> <td>Dunbar & East Linton</td> <td>97%</td> </tr> <tr> <td>Haddington & Lammermuir</td> <td>95%</td> </tr> <tr> <td>Musselburgh</td> <td>93%</td> </tr> <tr> <td>PSG</td> <td>93%</td> </tr> <tr> <td>TWM</td> <td>91%</td> </tr> </table> <table border="0"> <tr> <td>16-34yr olds</td> <td>94%</td> </tr> <tr> <td>35-64yr olds</td> <td>94%</td> </tr> <tr> <td>65+</td> <td>96%</td> </tr> </table> <p>No breakdown by sex of respondent was provided</p> <p>It is hoped that the next Residents Survey will be carried out in spring 2024</p>	East Lothian	94%	North Berwick Coastal	98%	Dunbar & East Linton	97%	Haddington & Lammermuir	95%	Musselburgh	93%	PSG	93%	TWM	91%	16-34yr olds	94%	35-64yr olds	94%	65+	96%	95%
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16-34yr olds	94%																						
35-64yr olds	94%																						
65+	96%																						
36*	Hours of volunteering recorded by Connected Communities – <i>under development as part of the Community Learning and Development Plan</i>	<p>2,948 (2022/23)</p> <p>No breakdown by protected characteristics available for 2022/23</p>	To be determined																				
37	Number of affordable house completions and Open Market Acquisitions	196 (2022/23)	To be determined in Local Housing Strategy																				
40	Number of bus service routes and timetabled journeys	38 routes	Maintain																				
42*	% of citizens who feel 'Very Safe' and 'Fairly Safe' walking alone in their local area after dark (<i>Residents Survey</i>)	<p>From 2019 Survey: 92%</p> <p>This question was not asked in the 2021 survey but will be included in 2024 survey</p>	92%																				

Growing our Capacity			
45	Number of on-line form transactions completed on Council website/ Customer Portal	41,644 (2022/23)	Increase / to be determined
46*	% of employees agreeing that the Council is a great place of work (Staff Survey)	Staff Survey April 2023 All 83.8% Female 86.4% Male 82.5%	87.5%
47*	Staff absence - Days lost due to sickness absence (FTE)	9.54 (2022/23) Data currently not provided by sex or age	Below the Scottish average
49	Gross rent arrears (<i>all tenants</i>) as at 31 March each year as a percentage of rent due	5.8% (2023)	4.9%

B. Additional Poverty Plan and Equality Plan Indicators not included in the Council Plan Top 50

Poverty & Equality Indicator	Indicator/ Measure	Baseline / latest figure available	2027 Target
P&E 1	Gross Weekly Pay*	2022 All East Lothian Scotland £652.60 £640.30 Female £571.10 £604.70 Male £699.40 £675.10	Increase/ to be determined
P&E 2	% earning below the Living Wage	2021 – 27.1% (Scotland 14.4%) Breakdown by gender not available from national data	The Scottish average

P&E 3	% of households in Fuel Poverty/ extreme fuel poverty	<p>Latest data from 2017-2019</p> <table border="0"> <tr> <td></td> <td>East Lothian</td> <td>Scotland</td> </tr> <tr> <td>In Fuel Poverty</td> <td>24%</td> <td>24%</td> </tr> <tr> <td>In Extreme Fuel Poverty</td> <td>10%</td> <td>12%</td> </tr> </table>		East Lothian	Scotland	In Fuel Poverty	24%	24%	In Extreme Fuel Poverty	10%	12%	Decrease / to be determined
	East Lothian	Scotland										
In Fuel Poverty	24%	24%										
In Extreme Fuel Poverty	10%	12%										
P&E 4	% of children in Primary 1 who are At Risk of being overweight or obese	<p>2020/21</p> <table border="0"> <tr> <td>At risk of being obese</td> <td>11%</td> </tr> <tr> <td>As risk of being overweight</td> <td>11.6%</td> </tr> </table>	At risk of being obese	11%	As risk of being overweight	11.6%	Decrease / to be determined					
At risk of being obese	11%											
As risk of being overweight	11.6%											
P&E 6	Life expectancy*	<p>Three-year average, 2019-2021</p> <table border="0"> <tr> <td></td> <td>East Lothian</td> <td>Scotland</td> </tr> <tr> <td>Female</td> <td>82.7yrs</td> <td>80.8yrs</td> </tr> <tr> <td>Male</td> <td>79yrs</td> <td>76.6yrs</td> </tr> </table> <p>Breakdown by area not yet available</p>		East Lothian	Scotland	Female	82.7yrs	80.8yrs	Male	79yrs	76.6yrs	Increase / to be determined
	East Lothian	Scotland										
Female	82.7yrs	80.8yrs										
Male	79yrs	76.6yrs										

C. Additional Equality Plan Indicators not included in the Council Plan Top 50

Equality Indicator	Indicator/ Measure	Baseline / latest figure available	2027 Target								
E.1	Number of people assessed as homeless and tenancy sustainment of applicants who were assessed as homeless*	<p>2022/23 – 675 assessments (627 in 2021/22)</p> <p>Applications by age</p> <table border="0"> <tr> <td>16-17</td> <td>25 (3.6%)</td> </tr> <tr> <td>18-25</td> <td>158 (22.7%)</td> </tr> <tr> <td>26-59</td> <td>462 (70.8%)</td> </tr> <tr> <td>60+</td> <td>50 (7.2%)</td> </tr> </table> <p>(17 applicants intentionally homeless so not assessed)</p>	16-17	25 (3.6%)	18-25	158 (22.7%)	26-59	462 (70.8%)	60+	50 (7.2%)	Decrease / to be determined
16-17	25 (3.6%)										
18-25	158 (22.7%)										
26-59	462 (70.8%)										
60+	50 (7.2%)										

E.2	Domestic abuse reports to Police Scotland	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: right;">2021/22</th> <th style="text-align: right;">2022/23</th> </tr> </thead> <tbody> <tr> <td>Domestic Abuse Incidents</td> <td style="text-align: right;">1188</td> <td style="text-align: right;">1169</td> </tr> <tr> <td>Domestic Abuse Crimes & Offences</td> <td style="text-align: right;">637</td> <td style="text-align: right;">637</td> </tr> </tbody> </table>		2021/22	2022/23	Domestic Abuse Incidents	1188	1169	Domestic Abuse Crimes & Offences	637	637	Decrease / to be determined
	2021/22	2022/23										
Domestic Abuse Incidents	1188	1169										
Domestic Abuse Crimes & Offences	637	637										
E.3	Number of Women referred to Women's Aid East and Mid Lothian	2022/23: 222	Decrease / to be determined									
E.4	Incidents of hate crime reported to Police Scotland	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: right;">2021/22</th> <th style="text-align: right;">2022/23</th> </tr> </thead> <tbody> <tr> <td>Hate Incidents</td> <td style="text-align: right;">133</td> <td style="text-align: right;">108</td> </tr> <tr> <td>Hate Crimes</td> <td style="text-align: right;">107</td> <td style="text-align: right;">75</td> </tr> </tbody> </table>		2021/22	2022/23	Hate Incidents	133	108	Hate Crimes	107	75	Decrease / to be determined
	2021/22	2022/23										
Hate Incidents	133	108										
Hate Crimes	107	75										
E.5	% of employees who agree with the statement 'I am treated fairly at work' *	2023 Staff Survey All 86.7% Female 89.2% Male 84.7%	90%									
E.6	% of employees who agree with the statement 'I feel able to disclose personal information such as religious belief, sexuality or any disability.' *	2023 Staff Survey All 87.8% Female 87.2% Male 88.8%	90%									
E.7	Mean Gender pay gap	2022/23: 1.78% (2021/22: 4.15%)	0									
E.8	Ethnicity pay gap	Not recorded yet	To be determined									
E.9	Disability pay gap	Not recorded yet	To be determined									
E.10	Number/ proportion of staff completed equalities elearning module	As at February 2024: 65%	Increase to 100%									

D. Additional Poverty Plan Indicators not included in the Council Plan Top 50

Poverty Indicator	Indicator/ Measure	Baseline / latest figure available	2027 Target																		
P.1	% of workless households in East Lothian / Inactivity rate of working age individuals not in employment and not seeking work*	<p>Jan 2021 – Dec 2022</p> <table> <tr> <td></td> <td>East Lothian</td> <td>Scotland</td> </tr> <tr> <td>Workless households</td> <td>17.4%</td> <td>17.8%</td> </tr> </table> <p>Jul 2022 – June 2023</p> <table> <tr> <td>% Economically inactive</td> <td>East Lothian</td> <td>Scotland</td> </tr> <tr> <td>All</td> <td>19.9%</td> <td>22.6%</td> </tr> <tr> <td>Female</td> <td>18.3%</td> <td>25.1%</td> </tr> <tr> <td>Male</td> <td>22.3%</td> <td>20.1%</td> </tr> </table>		East Lothian	Scotland	Workless households	17.4%	17.8%	% Economically inactive	East Lothian	Scotland	All	19.9%	22.6%	Female	18.3%	25.1%	Male	22.3%	20.1%	Decrease / to be determined
	East Lothian	Scotland																			
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All	19.9%	22.6%																			
Female	18.3%	25.1%																			
Male	22.3%	20.1%																			
P.2	Number of learners participating in adult learning opportunities in Edinburgh College*	No data available yet																			
P.3	Outcomes of CABx services/ East Lothian Advice Consortium*	<p>2022/23</p> <p>1,660 new advice clients</p> <p>Total financial gains - £2.773m</p> <p>333 new debt advice clients</p>	Increase / to be determined																		
P.4	Outcomes of Financial inclusion Service and Macmillan Advice Service*	<p>2022/23</p> <p>New clients 1,369</p> <table> <tr> <td>Female</td> <td>410</td> </tr> <tr> <td>Male</td> <td>327</td> </tr> <tr> <td>Not recorded</td> <td>632</td> </tr> </table> <table> <tr> <td>Asian</td> <td>1</td> </tr> <tr> <td>Eastern European</td> <td>4</td> </tr> <tr> <td>White British</td> <td>494</td> </tr> <tr> <td>Not recorded</td> <td>865</td> </tr> </table>	Female	410	Male	327	Not recorded	632	Asian	1	Eastern European	4	White British	494	Not recorded	865	Increase / to be determined				
Female	410																				
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Not recorded	632																				
Asian	1																				
Eastern European	4																				
White British	494																				
Not recorded	865																				

P.5	Uptake of Scottish Social Security Benefits	2022/23 Scottish Child Payment 2,705 applications processed 2,345 (87%) authorised Best Start Grant and Best Start Food 1,560 applications processed 1,045 (7%) authorised	Increase / to be determined
P.6	Uptake of Financial Inclusion pathways developed by NHS, including East Lothian Community Hospital advice service	Data not yet available	To be determined
P.7	Food provision to people in food insecurity	East Lothian Foodbank 2022/23 5,719 households (including multiple referrals) provided with emergency essentials 1,758 unique households 13,656 people supported 4,877 were under age 16	Decrease / to be determined
P.8	School exclusion rates*	Data not yet available	To be determined
P.9	New question in Residents Survey on social isolation*	Next Residents Survey to be carried out in 2024	To be determined

REPORT TO: Policy and Performance Review Committee

MEETING DATE: 7 March 2024

BY: Executive Director for Education and Children's Services

SUBJECT: Expansion of Early Learning and Childcare to 1140 hours

4

1 PURPOSE

- 1.1 To report on the expansion of Early Learning and Childcare (EL&CC) to 1140 hours in East Lothian.

2 RECOMMENDATIONS

- 2.1 The Committee is asked to note:
- i. the successful full implementation of the expansion of Early Learning and Childcare in East Lothian
 - ii. the ongoing work to plan and deliver high quality, efficient early learning services, to improve communication and working relations with Funded Providers and develop a common vision for EL&CC in East Lothian
 - iii. that the service will undertake regular consultation with families across East Lothian to inform future need and delivery of their funded entitlement

3 BACKGROUND

- 3.1 Since August 2021, along with other local authorities in Scotland, East Lothian Council has had a statutory duty to provide 1140 hours of funded EL&CC places for all eligible children from the school term following their third birthday until they are ready to start school and for two-year-old children whose families meet the criteria for eligibility.
- 3.2 The expansion of EL&CC entitlement aims to deliver three main benefits

for children and families;

- children's development improves and the poverty related attainment gap narrows
- more parents will have the opportunity to be in work, training or study; and
- increased family resilience through improved health and wellbeing of parents and children

3.3 The new legislation introduced in August 2021 places a statutory duty on local authorities to have a role as the primary guarantor of quality and to provide options for flexibility and choice to the families who use the service.

3.4 East Lothian Council provides a range of options for families through offering a variety of models within our local authority settings (see Appendix A), through private early learning and childcare settings and childminders who are in partnership with us. We are required by legislation to ensure our approach is 'provider neutral' and therefore does not favour any one type of setting. We are also required to ensure settings meet the National Standard alongside other relevant legislation. This also includes those settings who wish to become a funded provider, regardless of whether they are public or private.

3.5 East Lothian Council is required by legislation to provide sufficient places for all eligible three and four-year-olds. There are no 'catchment areas' for EL&CC and therefore our statutory duty does not require us to provide places within a specific locality. Where possible we try to give families their chosen placement; however, it is not always possible as demand can be greater than places available. We continue to consider funded providers, who meet and exceed the National Standard, to apply to become a partner with East Lothian Council to meet the changing demand for places in different areas of the authority. We are currently developing robust systems to accurately track the uptake of entitlement across all settings, focusing on uptake of entitlement during school holiday periods and collection times.

We engage regularly with the Improvement Service to review our supply of EL&CC places and the demand. This ensures that our models are as efficient as possible and can mean changes to the model as the profile and numbers of eligible children change. Funding from the Scottish Government for EL&CC has reduced since 2021 which means that we must ensure that we make best use of the available funds by not providing places where they are not required. This will become part of the General Revenue Grant and not a specific grant allocation from financial year 2024/2025.

3.6 East Lothian Council is required to consult with parents and carers every two years, to support the delivery of EL&CC.

3.7 Update

- 3.7.1 As a guarantor of quality, East Lothian Council has a responsibility to ensure that all settings, including funded providers, meet and maintain the National Standard. Quality assurance and improvement continues to be a key focus. The Early Years Team has a rigorous quality improvement process for both local authority settings as well as funded providers, and all settings are subject to Care Inspectorate and Education Scotland inspection processes as appropriate. 80% of settings overall are exceeding the National Standard for QI 2 How Good is Our Setting. We have a key focus this session on QI 3 How Good is Our Leadership, with a range of professional learning activities underway for all settings.
- 3.7.2 A strong professional Early Years network is in place to share EL&CC developments and practice with our neighbouring colleagues in Midlothian, Edinburgh, Fife, and Scottish Borders.
- 3.7.3 The Improvement Service supports Councils to understand and improve their expanded EL&CC services. Our collaborative work with the Improvement Service involves understanding:
- future demand, service model redesign, assessing and improving flexibility.
 - measuring and improving uptake amongst eligible children.
 - support and advice on workforce planning.
 - support to understand how best to engage with our Funded Providers to truly support the delivery of a provider neutral model that best serves East Lothian families.
- 3.7.4 A consultation took place from November to December 2023 for children accessing EL&CC in East Lothian. A further consultation was live from January to February 2024 for families with children aged 0-2 who will access their entitlement in the future. The data gathered from this most recent consultation is currently being analysed and will be published on our website. It will inform future EL&CC planning. We will continue to monitor and review supply and demand data across the county. Any changes to service delivery must be met within budget and available local authority estates. Information on 1140 hours capital projects is detailed in Appendix B.
- 3.7.5 Through consultation and data collection, changes to delivery models to offer increased flexibility for families and increased uptake of funded entitlement have taken place in Longniddry Primary School, Preston Tower Primary School, Sanderson's Wynd Primary School, Whitecraig Primary School and Yester Primary School from August 2023.

3.8 Conclusion

- 3.8.1 East Lothian Council has successfully delivered the expansion of EL&CC to 1140 hours as required by Scottish Government. We

continue to reflect and evaluate our service delivery through our work with the Improvement Service and consultation with families to ensure we meet our legislative duty. We are also committed to delivering best value and therefore our approach will continue to be reviewed to ensure that it is as efficient as possible and can be afforded within the budget allocated by the Scottish Government.

4. POLICY IMPLICATIONS

4.1 None

5. INTEGRATED IMPACT ASSESSMENT

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

6. RESOURCE IMPLICATIONS

6.1 Financial – The delivery of current EL&CC models and future developments, must be delivered within budget. This will become part of the General Revenue Grant and not a specific grant allocation from financial year 2024/2025.

6.2 Personnel – None

6.3 Other – None.

7. BACKGROUND PAPERS

7.1 Appendix A – ELC ELCC Models

7.2 Appendix B – Early Years Capital Projects

AUTHOR'S NAME	Nicola McDowell
DESIGNATION	Head of Education
CONTACT INFO	Email – nmcdowell1@eastlothian.gov.uk
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We have 31 Early Learning and Childcare settings operating within our primary schools. The funding models they offer for 3-5 year olds are shown in the table below:

Setting	Funding Model Available for 3-5 Year Olds
Athelstaneford Primary School Campie Primary School Cockenzie Primary School Elphinstone Primary School Innerwick Primary School Loretto Primary School Macmerry Primary School Musselburgh Burgh Primary School Pencaitland Primary School Saltoun Primary School St Gabriels Primary School St Martins Primary School West Barns Primary School	<p>School Year (38 weeks) Children attend:</p> <ul style="list-style-type: none"> • 4.5 days - Monday to Thursday (6.5 hours) and Friday mornings (4 hours)
Aberlady Primary School Dunbar Primary School East Linton Primary School Gullane Primary School Haddington Primary School Law Primary School Letham Mains Primary School Ormiston Primary School St Marys Primary School Stoneyhill Primary School Wallyford Primary School Windygoul Primary School	<p>Full Year (48 weeks) Children attend either:</p> <ul style="list-style-type: none"> • 2 days - Monday and Tuesday (9.5 hours) or • 2 days - Wednesday and Thursday (9.5 hours) Plus <ul style="list-style-type: none"> • Allocated Fridays
Longniddry Primary School Pinkie St Peters Primary School Preston Tower Primary School* Sanderson's Wynd Primary School Whitecraig Primary School Yester Primary School	<p>Full Year (48 weeks) Children attend either:</p> <ul style="list-style-type: none"> • 3 days – Monday and Tuesday (8 hours 15mins) and Wednesday (7 hours 45mins) • 3 days – Wednesday to Friday (7 hours 45mins) • 4 days – Monday, Tuesday, Thursday, Friday (6 hours) • *PRESTON TOWER ONLY* 4 days – Monday to Thursday (5 hours 55mins)

We have 2 Early Learning and Childcare settings operating within our primary schools and 2 settings within our secondary schools offering funded hours to our Eligible 2 year olds. The funding models they offer for are shown in the table below:

Setting	Funding Model Available for Eligible 2 Year Olds
Knox Academy Musselburgh Grammar School	School Year (38 weeks) Children attend: <ul style="list-style-type: none"> • 4 days - Monday to Thursday (6.5 hours)
Preston Tower Primary School Sandersons Wynd Primary School	Full Year (48 weeks) Children attend: <ul style="list-style-type: none"> • 4 days – Monday to Thursday (5 hours 55mins)

1140 Capital Projects	
Completed	Planned
Gullane Primary - extension including Early Learning and 1140	Blindwells Primary - New School
Letham Primary - New School	Craighall Primary - New School
Pinkie St Peter's Primary - extension including Early Learning and 1140	Law Primary - extension including Early Learning and 1140
Rosehill High School - Tots and Teens provision	Whitecraig Primary - new school including Early Learning and 1140
St Gabriel's Primary - extension including Early Learning and 1140	Windygoul Primary - Early learning and 1140 extension
Wallyford Primary - New School	
West Barns Primary - extension including Early Learning and 1140	

Policy and Performance Review Committee: Work Programme - Session 2023/2024

Date	Performance Monitoring / Inspection Reports	Other Reports / Reports Requested by Members
7 March 2024	Q3 2023/24 Performance	Review of Implementation of 1140 Hours Policy Poverty and Equality Indicators
20 June 2024	Q4 2023/24 Performance	Top 50 Annual Indicators Customer Feedback Report for 2023 – 24 Local Government Benchmarking Framework Report for 2022-23 tbc

Other Reports (to be scheduled):

Homelessness Update

Impact of Coastal Car Parking Systems

Process to Record Action Points

Tenancy Scrutiny Reports – annual reporting at December meeting