

# Community Councils in East Lothian

## Induction

### December 2021



*Sharon Saunders, Head of Communities*

*Caitlin McCorry, Service Manager - Connected Communities*

*Stuart Baxter, Connected Communities manager – Musselburgh Area*

# Induction – what we will cover:

- Introductions
- What is a Community Council?
- What does it mean to be a Community Councillor?
- Community Councils in East Lothian
- Funding
- The Connected Communities Service
- Digital Support and e-learning
- Future induction sessions



# What is a Community Council?

- Established by the Wheatley Commission (1973)
- Statutory obligation upon Local Authorities to put in place local schemes and review
- CCs are statutory consultees for Planning and Licensing applications
- Purpose (as per 1973 Local Govt (Scot) Act)
  - “the general purpose of a CC shall be to ascertain, co-ordinate and express to the local authority and other public authorities, the views of the community which it represents....”*
- Preserved/endorsed by 1994 Local Govt Act
- Empowered to act to further the interests of their communities - within bounds of constitution
- Actively seek views & opinions of full cross section of the communities they serve
- Non-party political

# What does it mean to be a Community Councillor?

- Roles set out in the Scottish Government's - [GOOD PRACTICE GUIDANCE \(www.gov.scot\)](#) - (under review)
- Represent the views of your community, not just your own
- Agreeing local priorities and allocating funding
- Encourage people to raise issues of concern to take to the Community Council
- Attend regular meetings and training sessions provided
- Ethical standards in public life and Code of Conduct
- Elect office bearers – Chair, Secretary, Treasurer. Also agree the Area Partnership rep's and resilience SPOC/depute.
- Some CCs also have a Planning lead
- Improvement Service – dedicated community council website [Community Council \(communitycouncils.scot\)](#)
- Handbook for Community Councillors being finalised

# Community Councils in East Lothian

- Scheme for Community Councils, known locally as the 'Green Book', sets out how CCs should operate
- 20 Community Councils, covering all of East Lothian - [Community Councils | East Lothian Council](#)

(Click on the link to the Community Council and this will take you to their details)

- Significant variations in size/demography
- Term of Office - 4 years - vacancies & powers to co-opt
- Minimum age of 16 to participate
- Must adopt a constitution – and submit a copy to ELC via [communitycouncils@eastlothian.gov.uk](mailto:communitycouncils@eastlothian.gov.uk)
- Must maintain proper accounts – audited, then submitted to ELC - Audit Team reviews accounts.
- Association of East Lothian Community Councils – meetings provide an opportunity for CC Chairs/ reps to meet with ELC officers for updates and to discuss topics of interest. (New Chair tbc)

# Some East Lothian facts and figures....

- Population just over **107,000** & increasing
- Under 16s = 18%, working age = 62% and pensionable age = 20%
- 22 elected member seats on East Lothian Council – 8 Lab\*, 6 SNP, 7 Cons – across the 6 multi-member wards –

1 Musselburgh (4)

2 Preston Seton Gosford (4\*)

3 Tranent, Wallyford & Macmerry (4)

4 North Berwick Coastal (3)

5 Haddington & Lammermuir (4)

6 Dunbar & East Linton (3)

(\*By-election to be held in January for Preston Seton Gosford ward following recent death of Cllr Willie Innes)

- Local Government elections for all LA elected members in May 2022
- Latest ward profiles are available here: [Ward Profiles and Snapshots | East Lothian Council](#)

# Community Councils in East Lothian

- Conduct business/activities in a transparent & accessible way
- Regular meetings – often monthly but minimum every 3 months
- Due to COVID risks CCs are recommended to meet virtually, via zoom. Usually Council premises available for meetings (or hire costs reimbursed)
- Local resilience teams and designated Single Point of Contact (SPOCs) – ELC's Emergency Planning team provide guidance to develop local resilience plan
- Key contact at ELC for other matters is the local Connected Communities Manager
- Each Area Partnership has Community Council representation as core voting members, to help identify priorities for the Area Plan and agree funding requests to address inequalities.

# Funding

ELC provides each Community Council with an annual grant comprising:

- Administration Grants – to cover basic admin costs. Some CCs make a one-off annual payment to the secretary
- Local Priorities Scheme – annual grant to CCs to make payments to local groups etc, to address their local priorities

*Examples include donations to galas, playgroups, guides/scouts, benches, Xmas lights.....*

- Speak to relevant Council officers for advice or elected member
- Public Liability Insurance – ELC covers cost of policy for CCs.
- External Funding Opportunities – information about various sources of funding.....



# Funding contd

- Funding information available on ELC's website: [Funding | East Lothian Council](#)
- Volunteer Centre East Lothian (VCEL) - regular funding bulletin
- Funding Scotland
- East Lothian Community Lottery
- Tyne-Esk LEADER - East Lothian (not Musselburgh) [Tyne Esk Leader Rural Development Fund](#)
- Viridor Credits <http://www.viridor-credits.co.uk/apply-for-funding/>
- Foundation Scotland  
<https://www.foundationscotland.org.uk/grants-and-funding-for-organisations/>
- Area Partnerships (speak to your local Connected Communities Manager)

# Area Partnership membership



Sub- groups:

○Health & wellbeing

○Young people

○Active travel

Members of each Area Partnership work collaboratively to develop an Area Plan identifying local priorities to make a difference in their community - Chaired by Community volunteer

# CONNECTED COMMUNITIES SERVICE

Service Manager  
Caitlin McCorry



## MUSSELBURGH AREA

Connected Communities Manager  
Stuart Baxter

## TRANENT AREA

Connected Communities Manager  
Simon Davie

## PRESTONPANS AREA

Connected Communities Manager  
Emma Brown

## NORTH BERWICK AREA

Connected Communities Manager  
Doug Haig

## DUNBAR AREA

Connected Communities Manager  
Stevie McKinlay

## HADDINGTON AREA & COMMUNITY CAPACITY BUILDING

Connected Communities Manager  
Diann Govenlock

### MUSSELBURGH AREA PARTNERSHIP

**Community Council Support**  
Musselburgh & Inveresk  
Whitecraig, Wallyford

**Community Assets**  
Fisherrow Community Centre  
Musselburgh East Community Learning Centre  
Wallyford Community Centre  
Whitecraig Community Centre  
Musselburgh Town Hall  
Gate House

**Musselburgh Grammar School Cluster**

### FA'SIDE AREA PARTNERSHIP

**Community Council Support**  
Tranent & Elphinstone  
Macmerry & Gladsmuir,  
Pencaitland, Ormiston

**Community Assets**  
Elphinstone Community Centre  
Ormiston Community Centre  
Macmerry Village Hall\*  
Tranent Hall  
Trevelyan Hall\*

**Ross High School Cluster**

### PRESTON SETON GOSFORD AREA PARTNERSHIP

**Community Council Support**  
Prestonpans  
Cockenzie & Port Seton  
Longniddy

**Community Assets**  
Penrypit Centre  
Port Seton Community Centre  
Longniddy Community Centre  
Prestonpans Community Centre  
Prestonpans Town Hall\*

**Preston Lodge High School Cluster**

### NORTH BERWICK COASTAL AREA PARTNERSHIP

**Community Council Support**  
North Berwick  
Gullane Area

**Community Assets**  
North Berwick  
Community Centre  
Hope Rooms  
Town Chamber

**North Berwick High School Cluster**

### DUNBAR & EAST LINTON AREA PARTNERSHIP

**Community Council Support**  
West Bams  
Dunbar  
Dunpender  
East Lammermuir

**Community Assets**  
Bleachingfield  
Dunbar Corn Exchange

**Dunbar Grammar School Cluster**

### HADDINGTON & LAMMERMUIR AREA PARTNERSHIP

**Community Council Support**  
Haddington & District  
Humbie, East & West Saltoun  
and Bolton  
Gifford, Garvald & Morham

**Community Assets**  
Bridge Centre  
Nungate Centre  
Haddington Corn Exchange  
Haddington Town House

**Knox Academy High School Cluster**

East Lothian Partnership

## ARTS SERVICE

Team Manager  
Lesley Smith

BRUNTON THEATRE TRUST  
& ARTS DEVELOPMENT



# Digital support

Lorraine Congalton, Community Development Officer is our Digital Champion  
[lcongalton@eastlothian.gov.uk](mailto:lcongalton@eastlothian.gov.uk)

- Can advise on setting up a zoom account and generic CC emails, how to access digital devices and training
- Digital Support page on ELC's website [Digital support | Digital Support | East Lothian Council](#)
- *Connecting Scotland* programme provides free ipad and wifi for those on low incomes to address social isolation and promote digital inclusion
- Charity '*People Know How*' also work with individuals and community groups to promote digital skills and confidence
- Lorraine also co-ordinates the community training calendar [January - March 2022 Training \(mailchi.mp\)](#)



# Further induction sessions planned

- Sessions will be scheduled in the new year covering a range of topics including:
  - Planning
  - Licensing
  - Roads/Transportation
  - Waste & Amenity Services
  - Community engagement and Area Partnerships
  - Events and community resilience
- Officers from Council Services can be invited to attend a Community Council meeting to discuss particular issues

Any questions.....?

Thank-you

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