

**Minutes of the meeting of the Fa'side Area Partnership
8th November 2022 7.00-9.00pm, a ZOOM Meeting.**

Chair

Chair Bill Axon (BA)

Quorum

11

Members and substitute members present:

Tracey Redpath, VCEL (TR)

Alan Bell, Recharge (AB)

Rosanne Woods, Chair of the (RW)

Cllr Fiona Dugdale, Elected Member, ELC (FD)

Cllr Shamin Akhtar, Elected Member, ELC (SA)

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

Cllr Colin McGinn, Elected Member, ELC (CM)

Mike Falconer, TECC, Chair (MF)

Carol Finneron, Pencaitland CC (CF)

Margo McDonald, Elphinstone Community Association (MM)

Cllr Kenny McLeod, Elected Member, ELC (KM)

Alan Lauder, Macmerry and Gladsmuir Community Council (AL) - rep for this meeting

Loreen Pardoe, Ross High Parent Teacher Council (LP)

Others in attendance

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

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

Apologies

Cllr John McMillan, Provost, ELC (JM)

Debbie Middlemass, Vice Chair (DM)

Neil Ellis, Tranent and Elphinstone Community Council (NE)

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

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

Donald Grant (DG), Co-opted member (DG)

Paul MacGregor, Tranent and District Sports Club (PM)

Lorna MacLennan, Business Support Administrator, ELC (LM)

Grace Stirton, Ormiston West Tenants and Residents Association (GM)

Ian Pryde, Macmerry & Gladsmuir Community Council (IP)

Voting members in attendance – 14 present

		Key discussion points	
1.	Welcome	<p>BA welcomed everyone to the meeting of Fa'side Area Partnership.</p> <p>BA welcomed LP as our new Ross High PTC representative. He welcomed LP to her first meeting and hoped she found it useful.</p> <p>BA asked SD to pass on our good wishes to LM and wish her a speedy recovery.</p> <p>All papers for the meeting have been circulated. The meeting is quorate (<i>SD confirmed due to changes in membership is quorum is now 11 members – discussion under Item 8</i>) so decisions can be made during the meeting.</p>	<p>ALL</p> <p>SD</p> <p>ALL/LM</p>
	Apologies	Apologies are noted above.	
2.		<p>BA asked AB and AC to deliver their presentation on Youth work in Fa'side. AC referred to the previously circulated Service Level Agreement report for year 1. AC noted that the power point presentation referred too would be circulated with the minutes. Matters A through to D were covered through the presentation and questions were sought at the end. The following questions were raised:</p> <ol style="list-style-type: none"> 1. SA thanked AC and AB for their presentation and work over the 1st year of the SLA, which she noted was impressive. SA noted that she thinks the idea of a children and young people's professional network for the area is a good one, which she would support. SA asked if the schools were involved in identifying the young people for the one to one work, was attendance being targeted and was there connectivity with the third sector? AC advised that the schools were identifying the young people and yes, attendance was one of the key criteria that we were seeking to address. Recharge are obviously delivering the project and strong link with Mypas and Mental Health Youth Worker. Where opportunities exist, we would seek to involve more third sector partners. SA indicated that this initiative seemed like a positive way to support our young people, given the waiting times for a CAMHS referral. 2. FD thanked AB and AC for an excellent presentation and for the outcomes demonstrated in the year one report, which were significant; especially following the year that we had. FD wanted to know if AB felt he was equipped to help young people, especially using a trauma informed approach. AB noted that he has had the relevant training however, in such instances would defer to Gemma Burns. AB noted there is excellent communication between he and Gemma and this was helping massively in terms of positive support to young people. 3. LP asked AC/AB if there was scope within the proposed children and young people's network for children's voices to be heard? AC advised absolutely and would welcome advice on how best to achieve this, as we already have a young people's sub group, so having a children's one would 	<p>AC/LM</p> <p>AC/LP</p>

		<p>provide positive opportunities to hear children’s voices in that network.</p> <p>4. SD thanked AC and AB for their presentation and the excellent work undertaken by AB/Recharge during year one of the SLA. SD also acknowledged the role that Stevie McKinlay played in the creation and support of all the year one work, alongside AB and his team. SD advised members that the number of young people being identified and supported would not be large, as the focus would be on positive impact and outcomes for the young person. As a result, it was important that members were clear that possible large numbers of young people being supported was not the focus of this project. We need to provide proof of concept and then seek approval if possible, for the project costs to be mainstreamed into core council budgets.</p> <p>5. AC agreed to organise a Children and Young Peoples professional network early in 2023.</p> <p>6. BA asked SD to pass on our thanks to Stevie in his absence for his work on the year one report. BA thanked AC and AB for all the work being undertaken to support our young people.</p>	<p>ALL</p> <p>AC</p> <p>SD</p>
3.	Declarations of interest for agenda items	SD declared an interest in items 10 A II 1 and 2 and 10 A III, as the Pennypit Community Development Trust is managed by his sister Angela Davie and the fundamental foods element is managed by his other sister Ruth Davie.	ALL
4.	Approval of Minutes	Minutes were checked and agreed as an accurate record. Approved by TR and Seconded by MF.	ALL
5.	Matters Arising	<p>BA asked SD to highlight only the key matters arising to keep us on time.</p> <p>Page 2 Item 2 - SD asked if there would be an opportunity for the Fa’side Young Defenders to see the recycling process at Kinwegar. JL will send details to SD as to how this could be achieved bearing in mind the COVID restrictions. SD/LM have made contact with Stuart Wood and AB. Awaiting a response. Matter ongoing</p> <p>Page 2 of draft notes 27/10/20 – Headed ‘Page 2 item 5’ – Tranent & Elphinstone Community Action Plan and Coalfield Regeneration Fund. SD and MF to discuss this matter. Matter ongoing.</p> <p>Page 5 Item 9 of Draft notes from 27/10/20 – Handbook to be reviewed. SD/LM will complete and circulate to all members for comment. SD/LM will complete in the New Year. Matter ongoing.</p> <p>Page 9, Item 7a – SD to meet with MA and discuss evaluation of the Lighthouse project. SD confirmed that following a change of staff at the church he had received the evaluation and will review it asap. Will contact MA to discuss. Matter ongoing</p> <p>Page 6 item 9a – Area Plan – SD to complete the amendments agreed at previous meeting. Matter outstanding.</p>	<p>SD/LM/A B</p> <p>SD/MF</p> <p>SD/LM</p> <p>SD/MA</p> <p>SD/LM</p>

	<p>Page 6 item 9b – Annual Report 19/20 – SD/SM/LM will arrange to distribute the Annual Report as part of our communications strategy. <u>Matter outstanding.</u></p> <p>Page 5 Item 7c – SD/LM confirmed that we have not managed to progress the video reel any further forward. MA asked if the music could be changed. FD suggested that we could place these on the screen in the George Johnstone centre. <u>Matter Outstanding.</u></p> <p>Page 5 Item 8a ii – Cairns at Church Street –SD will now arrange for Cairns to be moved and interpretation boards to be prepared alongside those previously involved in their design. SD met with Andrew Hogarth and work to move the Cairns will take place this winter. SD will engage with community groups on the creation of interpretation boards. SD discussed matter with Andrew Bourhill and has been in contact with planning – who see no issues with the proposed moved. SD hopes to move over this winter period <i>Matter ongoing.</i></p> <p>Page 7 Item 9b – Lunch Club Funding - SD also confirmed that he has been working with BA and DM on the creation of a lunch club procurement brief. This has potential to appoint a preferred partner who would facilitate our lunch club provision in Fa’side. SD will share with members once draft is complete. SD advised that following a range of concerns from members around procurement and supporting our third sector partners, it is proposed that we do not take this matter any further forward. SA agreed, she is concerned (MA raised the initial concerns) about the impact this could have on the Pennypit (PCDT). SD advised that ELC are currently working on an SLA with the Pennypit and it has been suggested that the Connected Communities team have input to this, as they support a range of activities in Fa’side. SD asked members what they thought about the undernoted content which he read out. This draft content is open to query, amendment and or comment, as follows:</p> <p><i>‘The beneficiaries’ role in Fa’side will be to act as this communities food and nutrition lead partner and as a consequence, support their Health and Well Being and Children and Young People’s priorities.’</i></p> <p>MF noted the excellent work that PCDT carried out during the pandemic and continue to deliver on behalf of our communities.</p> <p>AB felt it would be appropriate to share this information with other community based food initiatives in the area to seek a view from them?</p> <p>TR noted that members should be mindful of how well PCDT work with other partners in our local community, adding value and helping them build capacity which in turn supports our communities.</p> <p>SD noted that AB makes a valid point regarding making local third sector partners aware of this opportunity and indeed seeking views from Fa’side Food Provision members who have an active interest in this area. <i>Matter ongoing.</i></p>	<p>SD/SM/LM</p> <p>SD/LM</p> <p>SD</p> <p>MA/SD</p> <p>SD</p>
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		<p>Page 6 Item 5, c, a – SM and AB are working on a draft report following the outreach pilot. This report is the SLA report tabled at this meeting. Matter closed.</p> <p>Page 7 Item 5cc – SM and AB are working on an evaluation of the 'Get into summer'. LM will contact SM for the final report. AB confirmed that the evaluation was completed and submitted. Matter closed.</p> <p>Page 9 Item 7e – SD still has to circulate the photos of the community pantry following the AP's award of funding and the completion of the project. Matter ongoing</p> <p>Page 8 Item 8b – Low Threshold Café. Covered in Item 6 A. Matter closed.</p> <p>Page 11 Item 11i - AB noted that he has received a questionnaire on ELC's 'Youth Vision' and will circulate it to all members. AB noted that he was unable to do this however, phase 2 is about to commence on the strategy. AB will share this once the draft is ready for circulation for comments and depending on timescales with the new professional's network. Matter Outstanding.</p> <p>SD noted a couple of minor typos and indicated that he would amend these and get LM to circulate them with this set of minutes. All agreed.</p>	<p>AB</p> <p>SD/LM</p>
<p>6.</p>	<p>Connected Communities Team Update</p>	<p>A. Manager Report – SD referred to his previously circulated report. He flagged the following key points for members:</p> <ul style="list-style-type: none"> i. Noted that colleagues in Facilities Management (FM) who provide our caretaking and cleaning services have gone into business continuity, due to staffing shortages. At the moment this is not affecting our facilities however, if staff in our area do go off we will need to close facilities. ii. Managing our facilities continues to take up a significant amount of our team's time. Had been working to increase our programme of activity in Macmerry however, this matter has been put on hold until colleagues in FM are out of business continuity. Will obtain an update in January 2023. iii. Attached a separate report on the Skatepark in Tranent. This is proposed to be located at Polson Park, which was the preferred choice of local residents who responded to the survey. SD noted how long users at Recharge had campaigned for this provision and whilst some in the community might not support the location, the creation of a park will be hugely beneficial to Tranent. The matter still has to be go before planning, so local residents can have a final say then. CM agreed this has been a long time coming for the town and it's a significant investment from the administration to support young people and all members of our community. KM noted that local residents had a chance to have their say and Polson has been chosen. Is positive in that it will help Polson become a 'destination park'. iv. Fa'side Festive provisions are underway. Significant amount of work ongoing to prepare for provisions. Concerned about the lack of referrals especially from 	<p>ALL</p> <p>ALL</p>

		<p>schools and in particular the villages. Worried that local residents could be missed. MF noted the huge amount of work involved in this matter. Suggested that if a poster or press release could be prepared he would happily promote this on Radio Saltire. SD thanked MF for his support. Will complete a poster asap and will circulate. Other members asked for the poster to be circulated with the minutes and the referral form. Members agreed to raise awareness through their own members and social media platforms.</p> <p>v. Noted that our Area Partnership plan is due for renewal in 2024. Will need to start preparing for a review of our existing plan in 2023 and then seek comments and views from communities on our new plan. SD to take forward with BA and DM. Will then set up a small sub group to help organise the review of the plan. Anyone interested to contact LM or SD.</p> <p>FD asked for an update on the Bronx, as she was aware that 3 young members there had recently been in a boxing competition final. SD advised that he was not aware of the achievements of the young boxers however, was not surprised that they have started to have success as the coaches are excellent. In terms of the club, they have an agreement for hall use up until the end of March 2023. The club have managed their agreement to date very well and the arrangement seems to be working for all parties. ELC's estates team have also entered into business continuity and therefore, only critical lease/legal matters relating to buildings are being undertaken. SD will seek an update for our next meeting on the use of the hall and the clubs situation there.</p> <p>BA thanked SD for a comprehensive report and update and also for his/teams efforts on our behalf of our communities.</p> <p>B. Community Development Officer update – AC referred to his previously circulated report and noted the following highlights:</p> <ul style="list-style-type: none"> • Working closely with AB on various aspects of youth work in Fa'side as covered in the previous item. Really rewarding to know that some of our plans are coming to fruition and that young people will benefit from these services. • Engaging with the Bronx on a diversionary project previously funded by the AP. Project was paused and now being reviewed alongside Ross High school and Heavy Sound will provide some support also. Will keep members updated on this delayed project. • Arranged access for our Festive provisions at both St Martin's Church Hall (Cash for kids) and Macmerry Village Hall (Food provisions). Slow up take from schools as SD noted. • Significant work on facilities in Fa'side. Attended Head of Establishment briefing, working on audits for the buildings and suitability reports. Working with Macmerry Mensshed and there will be a change in office bearers at their AGM. Spring Oscars in Ormiston are providing 4 free spaces to 	<p>SD/MF</p> <p>ALL</p> <p>SD</p>
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		families in the village to access child care. And connected Ormiston Blooms with Macmerry Menshed to help develop some space at the centre and in the park.	
7.	Consultation hub	SD advised members of this standing item on the agenda. No questions or queries were raised under A through to C.	
8.	Sub Group updates and Community Groups	<p>A. Fa'side Active Travel – SD advised members that no paper was attached with those circulated and apologised for the error. He confirmed that this group still needs a community chair. He has been unable to set enough time to organise a meeting of this group to date.</p> <p>SD advised members that IP was seeking support for £1,200 for two benches in Butterdean Wood. The wood is well used by local residents, dog walkers, elderly people and families. A number of visitors also use this excellent woodland walk. IP was approached by some of the local residents using the walk to ask if a couple of benches could be installed to help those less able or wishing to take a break, providing them with a place to rest. Walking as we know has positive health (both physical and mental health and well-being) benefits. SD also confirmed that Leigh McCrum, the local countryside ranger is supportive but would like to be involved in the project. IP has applied to other external funders and if successful will return funds to the AP. Normally this would be discussed and considered in the sub group however, with no chair we are unable to meet. BA asked members if they had any questions or queries regards the request or proposal. None were tabled and a vote took place. All 14 members voted to support the request and provide IP with the funds, provided he engaged with Leigh McCrum and returned any unused funds.</p> <p>B. Fa'side Health and Well Being – RW presented the HWB group report.</p> <p>I. RW referred to the previously tabled report and given time pressures asked anyone if they have any questions? None were tabled and she passed onto AC for the discussion on the amended role and remit paper.</p> <p>II. Due to time pressures AC asked members if they had any questions on the amended paper. None were tabled. SD noted that if members were minded to support the changes we would need to change our Standing Orders, as ours currently states that any decisions on awards of funding should be taken by the full membership. No members present queried this point, noting they were happy with the proposals. SD indicated that finally, all partnership members should comment and review the proposed scrutiny process for the sub group; to ensure that they were happy with the process. BA thanked SD for his guidance on this matter.</p> <p>He asked members to vote on the proposed changes to the role and remit. All 14 members present voted for the changes. <i>In addition, 2 members who were not present had emailed in their support for the application. Giving a total vote of 16 members.</i></p> <p>BA advised AC that he should create the draft scrutiny process for the sub group and circulate that to all members.</p>	<p>SD/LM</p> <p>SD/LM</p> <p>SD/LM</p> <p>AC/RW</p>

		<p>This could be done via email vote if the papers were circulated at least 2 weeks in advance for members to consider and review. BA asked SD to amend our standing orders, once the scrutiny process had been reviewed and a decision made.</p> <p>C. Fa'side Young Formers – AB conscious of time asked members if they had any questions on the previously circulated report? AB talked about their current facility and its unsuitability (wheelchair access and some issues with lighting). FD indicated that Cllr Brooke Ritchie is the new Young Peoples Champion for ELC. Given the excellent work of Recharge and indeed the youth sub group, she will speak to AB separately about arranging a visit to Recharge. AB indicated that he and the young people who attend would be glad to welcome FD and Cllr Ritchie.</p> <p>D. Support from the Start – Fa'side – No report tabled as group going through a review led by Alison Cameron and Scott Rintoul. Once the review is completed will hear more from KJJ.</p> <p>E. Scrutiny and monitoring group – No update, as group has not met. SD noted it would be useful early in 2023 to consider reviewing this structure within the AP in order to reflect the proposed changes and some other work ongoing in Dunbar AP which we could learn from. All agreed.</p> <p>F. Poverty Champion update – SD advised members that AB had stepped down from his role as Poverty Champion. Pressures of work and his increased work load meant AB could no longer continue in post. SD thanked AB for all his efforts and commitment to this position. BA thanked AB for all the work he undertook whilst performing this role on our behalf. SD suggested circulating the supporting paper which defines the role with the papers, in order that members could consider this important role; at this critical time. All agreed.</p>	<p>SD/LM</p> <p>FD/AB</p> <p>ALL</p> <p>ALL</p> <p>SD</p>
9.	Third Sector update (VCEL)	<p>TR noted the time and indicated that there were links update report (in A.), to the funding bulletin contained within B. She wanted to draw members' attention to the Health and Well-being fund – Round 2 under item C. Noting that the fund is split into two parts, one for small grants and this is up to £2,500 and closes on 25th November. The second part is for grants of up to £25,000, this closes on Friday 2nd December. If anyone wanted more information on the criteria – which has changed from round 1, please contact TR. Also mentioned the Food Fund, which would be opening soon and criteria would be circulated however, again if any assistance is needed to contact TR</p> <p>TR also advised members that they have the Capital Credit Union (CCU) providing advice and services from their building every Friday. CM thanked Maureen Allan and Cllr Andy Forrest, who has long championed the CCU and given the cost of living increases, this will be a welcomed addition to the High Street and the area.</p> <p>TR also noted that their 3rd Sector conference next week was fully booked which was great news!</p>	ALL
10.	Budget updates	<p>Financial year 2022/2023</p> <p>A. Financial year 2022/2023 - SD referred to the previously circulated budget paper, showing our current spend and</p>	

		<p>remaining balances for the different elements. SD asked members for any questions on this paper? None were tabled.</p> <p>i. Roads Element of the budget</p> <ol style="list-style-type: none"> 1. Pencaitland Speed Tables – <i>see attached paper.</i> SD referred to the paper and noted the up to date position, which Pencaitland CC were aware off. SA indicated that she would like to speak to SD about this matter separately. 2. Electric charging points - <i>see attached paper.</i> SD referred to the paper. He asked if anyone had any questions due to time constraints? A general discussion took place about the pros and cons of charging points. SD reminded members that whilst there was grant funding available from the Scottish Government, it was worth investing in the infrastructure. If not for now, for the future. BA asked members to vote on the proposal to allocate our remaining sum (approximately £42,500) to this project. All members present, 14 – agreed. SD will update Roads colleagues. <p><i>In addition, 2 members who were not present had emailed in their support for the application. Giving a total vote of 16 members.</i></p> <p>FD asked if SD could check on the impact that the charging points would have on existing spaces. Post minute note: the charging points are the small individual posts and will not impact on existing spaces. The car parking spaces can be used by both non electric and electric vehicles.</p> <p>II. Delegated authority decision – October 22 and Feb 23 Lunch club – SD noted his declaration of interest.</p> <ol style="list-style-type: none"> 1. Application for Lunch clubs – <i>attached.</i> SD noted that in terms of the application, there was additional Holiday Hunger funds from Education still to be used, which were linked to the application; in order to minimise the impact on our general budget element. 2. Delegated Authority approval – <i>attached</i> SD referred to the previously circulated paper and asked members if they had any questions about this paper? BA stated that PCDT were a trusted partner of Fa’side AP and have undertaken various projects to a high standard on our behalf. BA stated that a decision was taken to support the October lunch club due to the timing of the request and critical need for children and families to be supported at this difficult time. BA noted that PCDT have been reminded that future requests for support need to be submitted in keeping with our standing orders. No questions were tabled. 	<p>SA/SD</p> <p>SD/LM</p> <p>SD/LM</p> <p>ALL</p> <p>ALL</p>
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III. **Fa'side Festive Provision 2023** – application – *attached.*

SD declared an interest and referred to the previously circulated paper. SD provided a summary of the request and referred to our current budget position. He asked members if they had questions about the application.

MF noted that this support was very much needed this year and welcomed the application.

TR noted that they have seen a significant increase in community pantry use over the last few months. Many of those using the pantry have never used it before. VCEL are also seeing increases in families who are working and or their mortgages have been severely hit, many of those who have never asked for support before. So the provisions are needed this year.

BA asked members to vote on the application. All 14 members present voted to support the application.

In addition, 2 members who were not present had emailed in their support for the application. Giving a total vote of 16 members.

ALL/LM

FD indicated that given concerns about the slow or low up take, would it be possible; using delegated authority (and only if needed) for PDCT to come back to us seeking additional funds to support the various elements of the festive provisions? BA put this proposal to all members, 14 agreed with the request. SD will convey this back to PCDT and reflect this in their award email.

ALL/LM

There was a range of discussions that took place around the Festive provisions and indeed some of the content for the poster, to try and make it as inclusive and accessible as possible for residents – many of whom may be seeking help for the first time.

FD asked if families, parents or carers could self-refer for the provisions? SD confirmed that they could do so.

LEM noted that there some residents would have an element of shame or guilt around applying for provisions. SD agreed and noted it was important to strike the right tone with our poster. BA questioned the process of having to apply and trying to find a simpler way to support families or those in need.

SD thanked members for their support in this challenging matter. He and AC would reflect on their contributions and seek to ensure we have an empathetic poster, which hopefully will encourage residents who need it to apply for the provisions. LP advised that she would be happy to assist in creating content for the poster. All members agreed once completed, they would share it through their social platforms.

Fa'side As at 6/12/22									
Budget Allocation 2022/23									
			Amenity Services *1	Roads *2	General	SG funding	External funding		Notes
Date Approved	Organisation	Project	£100,000	£50,000	£50,000			Paid	
01/04/22	ELC - Roads	Admin fee		2,500.00				y	Admin fee for supporting and designing project
05/04/22	Recharge	Fa'side Young Defenders (Youth sub group)			1,000.00			?	Approved by members at AP meeting
05/04/22	ELC - Connected Communities Fa'side	Fa'side Active Travel Sub group			5,000.00			n	Approved by members at AP meeting
05/04/22	ELC - Connected Communities Fa'side	Fa'side Health and Well-being Sub group			10,000.00			n	Approved by members at AP meeting
05/04/22	PCDT	Easter Lunch Club					3,916.00	y	Approved by members at AP meeting - from Education fund for holiday hunger
31/05/22	Cllr KM	Traffic Island Polson Park		9,886.12					Approx cost wait on works being completed. Full costs received and these have almost doubled. SD to update AP members in Jan 23
31/05/22	Pencaitland Comm Council	Speed tables x 2		40,000.00					Approx cost wait on works being completed
18/08/22	Tranent Wombles	Litter picking supports			3,000.00				
18/08/22	Brunt Court TRA on behalf of Well Wynd Residents	Connecting after COVID 19			1,043.00				Brunt Court are hosting funds but funding provided will be used to support Well Wynd residents
18/08/22	Mental health café	Keep the Heid			4,040.00				Reduced amount following feedback from members
12/10/22	PCDT	Oct 22 & Feb 23 Lunch clubs			3,399.00		2,684.00		Approved through Delegated Authority due to timescales involved. Using final sum of Education funding for holiday hunger to support the request.

21/10/22	Pencaitland Comm Council	Speed tables x 2		- 40,000.00					Roads unable to carry out works - see Item 10A I 1
21/10/22	ELC Roads team	EV charging points in Tranent		37,614.00					This sum will be matched by SG funding to install 2 new points in housing schemes in Tranent / SD to update AP members as Traffic island costs increased therefore this has decreased
09/11/22	PCDT	Faside Festive Provision			11,070.00				Approved at AP meeting on 9/11/22
02/12/22	PCDT	Additional Fa'side Festive Provision			4,000.00				Delegated authority - as per AP mtg on 9/11/22 for Fa'side FP
		Total Spend	£ -	£ 50,000	£ 42,552.00	£ -	£ 6,600		
		Balance	£ 100,000	£ (0)	£ 7,448.00		£ (6,600)		
			Amenity Services	Roads	General				
			A	R	G				
*1	Resource Allocation	Labour and Machinery - need to secure funding for materials							
*2	Funding managed by Roads	Needs early discussions to be added to Roads planned maintenance programme							

Slide 1

RECHARGE
YOUTH CENTRE

Recharge service Level Agreement Report Year 1 April 2021-March 2022

Presented by Alan Bell and Andy Cheshire



Slide 2

RECHARGE
YOUTH CENTRE

Key information

- Over 400 young people supported
- Recharge delivering outreach youth work service for council
- Delivery of streamlined Cool Calm Connected services
- first and only regular online youth worker service in EL during covid
- Contributed to 26% of Recharge funding and multi year security



Slide 3

RECHARGE
YOUTH CENTRE

Challenges

- Covid restrictions and limitations on supports that could be provided
- Recharge being in a temporary location (reduced opportunities)
- Changes in young peoples mental health and increase in isolation and anxiety
- Reduction in connected communities team capacity
- Limited support options with other agencies/venues



Slide 4

RECHARGE
YOUTH CENTRE

Opportunities/Learning

- Delivery of outdoor youth work events
- Focused support for the villages
- Develop the cool calm and connected programme around the needs of the school
- Design regular reporting mechanisms
- Developing a youthwork pathway for children and young people
- Targeted support to support young people with the effects of Covid

COMMITTED TO COMMUNITIES

Slide 5

RECHARGE
YOUTH CENTRE

Current Data Trends

- Ross High cluster accounts for just over 20 % of East Lothian single point of access
- Anxiety is the biggest issue identified in referrals

SPA Main Reason's for Referral

Reason	Count
Trauma	96
Suicidal Thoughts	21
Substance Use	2
Self-harm	22
Peer relationship difficulties	8
Low mood/depression	113
Gender Identity	12
Family Issues	53
Emotional/behavioural difficulties	138
Change/transition	16
Bereavement	15
Anxiety	332

Gender of CYP Referred to SPA

Gender	Percentage
Male	61%
Female	38%
Non-Binary	1%

COMMITTED TO COMMUNITIES

Slide 6

RECHARGE
YOUTH CENTRE

Current Data Trends

- Ross High cluster accounts for just over 20 % of East Lothian single point of access
- Is the second highest area after Musselburgh but has a much lower population
- 198 requests for assistance made to the single point of access

Ross High Cluster requests for assistance

Reason	Percentage
Anxiety	38%
Bereavement	2%
Change/Transition	2%
Emotional/Behavioural Difficulties	18%
Family Issues	17%
Gender Identity	4%
Low mood	12%
Peer relationship difficulties	2%
Self-harm	2%
Substance use	2%
Suicidal Ideation	2%
Trauma	2%

Ross High Cluster request for assistance by gender

Gender	Percentage
Female	56%
Male	41%
Gender fluid non binary	3%

COMMITTED TO COMMUNITIES

Slide 7



Specialist Youth Worker Post

- Background to the post
- Recruitment and capacity building
- Engagement with schools across Tranent and Fa'side
- Logic model and agreed outcomes/timescales
- Evaluation



Slide 8



Gaps in Youth Work Provision

- Primary school aged youth work
- Work based within the villages
- Evening outdoor work
- Reduction in capacity for sessions
- No professionals forum for youth work and lack of mapping



Slide 9



Junior Youth Work

- Clear gap in provision (ELPA)
- Identifying needs through ongoing schools junior youth work
- Recruitment for junior youth work staff and village provision
- Timescales and venues





Thank You, Any Questions?





Recharge & Connected Communities - Service Level Agreement 21/24

Year One review report (2021/2022)

Context

Our service level agreement has increased the support given to young people in the Fa'side area which in turn has impacted positively on young people and the local community. Several projects have been developed and delivered and these can be seen below. Agreement and sign off of the SLA was not achieved until June '21. However during the months of April and May significant work was carried out identifying needs and priorities within the local community in order to inform the programme of activity in year one of the SLA. Recharge were instrumental in this work as were our partners in Education (ELC), Safer Communities (ELC) and Police Scotland.

During the period of the SLA Recharge has moved premises on a temporary basis whilst our accommodation is being upgraded. This has been a significant upheaval, however we have managed to minimise disruption and return to providing face to face support in accordance with Covid – 19 restrictions. Reintegration to building based work in our new premises of 43 High Street, Tranent has seen drop in's run at full capacity and over 40 young people regularly attending indoor sessions. Covid -19 has impacted delivery and generated additional work flow in order to work within guidelines and keep partners safe. Despite these difficulties Recharge have delivered service in schools, community buildings and out in public around Fa'side.

Overview

The resource allocated to Recharge through One Council Partnership Funding has supported the following areas of work:

- The Schools Partnership Project
- Outreach Youth Work
- Youth Forums
- Young People's Youth Work Drop In (Digital/ In-person)
- P7 to S1 Transition Project
- Strategic Guidance / Best Practice Meetings
-

Ross High - School Partnership Project – June '21 to March '22

The establishment and delivery of a bespoke **wellbeing programme** for all **200+ S1 pupils at Ross High**. The programme was based on the **Cool Calm & Connected** material and tailored to be delivered face to face within the Covid-19 restrictions. The programme was delivered in partnership with Ross High Guidance / Connected Communities / EL Works. 50% of the sessions were delivered by Recharge staff. Both Recharge staff members are former Ross High pupils currently working in the local community. The Recharge team undertook six training sessions in order to deliver these sessions. Training delivered in part by the Connected Communities Capacity Building Team.

Outcomes/Impact

- New programme designed for current covid-19 guidance
- 32 individual sessions delivered to approx. 200+ S1 pupils
- Average rating from participants over 8 out of 10
- 200+ Young people better informed about managing mental health
- 200+ Young people have a plan to improve their wellbeing
- 200+ young people sign posted to Young Scot / Recharge
- Increase in young people attending senior youth work sessions
- Improved relationships with young people in the local area / Ross High School
- Young people needing additional support identified

Recharge will be involved in the evaluation of the wellbeing programme and will lead on this aspect of the service level agreement in year two. Connected Communities will support and seek to maximise the involvement of East Lothian Works as a delivery partner.

What our Young people thought about the programme:

"I would like to say thanks for everything u have done for this class, life can be hectic at some times. From the bottom of my heart thanks and I will see you again" - **Ross High S1 pupil**

"I found learning about the difference between empathy and sympathy most interesting and how your actions can affect people's feelings and wellbeing" - **Ross High S1 pupil**

Overall young people rated the wellbeing programme 8 out of 10. Over 90% of participants indicating that they had increased their awareness of how to manage their wellbeing in a positive way, through changes they can make to their lifestyles. The aspect of the course most people found interesting was how the teenage brain develops and the challenges / opportunities young people face during this transition.

Next Steps

Recharge will be involved in the evolution of the wellbeing programme and will lead on this aspect of the service level agreement in year two. Connected Communities will support and seek to maximise the involvement of local authority and third sector partners. The programme used a range of engagement methods. This included, games, movies, discussions and challenges. Each aspect of the programme received an approval rating of over 75%. Learning through games and movies was the preferred method of this cohort and their feedback will help to shape the programme that will be delivered in early 2023. Recharge and Connected Communities intend to embed this programme of activity into the formal S1 curriculum, through the strong partnership we have with Ross High School.

Outreach Youth Work – June '21 to March '22

The current pilot scheme of Outreach Youth work being delivered by Recharge is being managed under the Service Level Agreement. (Costs for the delivery of Outreach Youth Work have been paid for by the Covid Recovery Funding).

Recharge are currently delivery outreach youth work to Tranent and the local villages twice a week for 3 hours per session. Recharge liaise directly with the Safer Communities Team to target Antisocial Behaviour (ASB) hotspots and report back on ASB matters. Recharge also ran a number of outreach transition events over the summer of '21, to mitigate against the reduced transition activity due to Covid 19 restrictions. The outreach youth work sessions have evolved into bespoke indoor youth work sessions for identified young people who had been periodically hanging around the local streets with little to do.

Community Engagement / Anti-Social Behaviour Support

- The establishment of a Recharge Outreach service on behalf of Connected Communities
- Recharge workers undertaking bespoke training on outreach work
- Management of Outreach Youth workers
- Reporting of outreach Activities to Connected Communities / Safer Communities Team
- Development of Indoor engagement sessions to bring young people off the streets
- Engaging with young people around local ASB matters
- Identifying issues that affect local young people

P7 to S1 Transition Work

The development of local community outdoor events

- 169 young people attended summer events in all areas of the Fa'side
- extra sessions provided after summer due to demand
- targeted support for young people identified as having additional needs during transition

Outcomes / Impact

- 20+ Outreach sessions delivered between August and December
- Approx. 600 engagements with young people on their own terms
- Approx. 600 young people signposted to local services
- Young people better informed about local services
- Young people provided an opportunity to influence the services available to them
- Young people needing additional support identified

Case study for outreach and transition programme:

Young person 11 years old

Self-Referral

Whilst doing outdoor events in Tranent we met a young person who was transitioning from primary 7 into S1, they were really anxious about moving up to Ross High. The young person explained that they were anxious because there had been a very limited transition work as a result of Covid 19. When we first met them they were passing by Polson Park and engaged with our workers and got involved in the activities that we were doing. The young person was a regular attender of the events we ran and we gave regular support about the transition by dispelling negative myths of high school. Staff provided the young person with information about what it's like at Ross High School and what supports are available, including from Recharge. This seemed to relax the young person about going to high school. They had also highlighted that they struggle to make relationships and find meeting new people challenging. We looked to help them establish relationships within the events whilst also increasing their confidence and trust with Recharge staff. Once Recharge commenced indoor work the young person became a very regular attendee and also built up a larger peer group. They started to engage with the youth forum and maintained this.

They have highlighted that they really enjoy coming along to Recharge, as it's their safe place where they can come and relax and can get some support on things that affect them. They are still finding school a bit of a challenge/frustrating but feel that they are less anxious and annoyed about things now and our support has really helped them.

What our Young people thought about the outreach and transition programme:

"I now feel I can help other people as there is help for me". Ross High S1 pupil

What our Young People wanted to talk about

Key conversation topic with young people included:

- Things for young people to do in the local community
- School, further education and careers
- Covid – 19 guidance and restrictions
- Public transport (free bus travel)
- Staying safe in the local community
- Anti-social behaviour / Vandalism
- Drugs and alcohol
- Relationships

Next Steps:

The development of a rights bases approach to delivering outreach youth work in our community. Increased targeted approach to delivering outreach guided by the needs and priorities of our young people.

Youth Forums – April '21 to March '22

Recharge run a weekly Youth Forum and hosts the Fa'side Young Defenders (now called Fa'side Young Formers) the youth sub group element of the Fa'side Area Partnership. We undertake a range of activities with young people in their local community and identified as important by the young people. An example of this work includes the FYD group ran a successful awareness raising project around recycling in the local community to increase usage of ELC mixed recycling bins. This work also help to showcase a positive narrative about our young people to counter perceptions about young people.

The continuation and development of the youth forums

- 12 young people regularly participated and represented young people's views.
- The variety of young people who are in this group are representational of those across the partnership including representation from the villages
- Reporting activity to the Fa'side Area partnership

Outcomes / Impact

- Young people have a say in the decisions that affect their lives
- Developing a positive narrative about young people in our community
- Increased recycling in our local community

What the Fa'side Area Partnership Said:

Bill Axon, Fa'side Area Partnership Chair said:

"It's so important that young people are consulted and involved in pre-designing services etc. that affect them directly. Local Services and developments need to be inclusive, relevant, affordable, and meet all user's needs. This can only be effectively done by involving young people at all stages so that their views are registered and considered. On behalf of Fa'side Area Partnership I would like to express my sincere thanks on behalf of the Partnership to Recharge for their commitment, support and advocacy on behalf of our young people in Fa'side."

Next Steps:

Continue to support, co-produce and advocate on behalf of our young people, using a rights based approach to develop and connect the sub group to other structures and frameworks in the area and make sure that young people's voices are heard in the planning and delivery of services.

Digital Youth Work - April '21 to March '22

The continuation of online work supporting young people during covid restrictions

- regular support sessions for young people with an average of 4 sessions a week
- young people were able to access supports across 5 different platforms

Outcomes / Impact

- young people are still able to access youth work despite covid 19 restriction
- young people in rural areas feel connected to their community
- young people are signposted to services online and in the community

Next Steps:

Review and consider keeping this offer, as in some occasion's weather and other circumstances might stop young people from attending our face to face services. The ability to continue the offer will be dependent on staff resources.

Senior Youth Work Drop In's

The Senior drop ins ran between August 2021 until March 2022 this was to allow for us to safely deliver the sessions whilst staying within the current covid 19 guidance. The sessions were mainly building based but when local covid levels spiked we moved these online. The sessions were delivered in the following format:

1. Wednesday night from 6.30 – 8.30pm for S1s
2. Fridays from 6.30 – 9.00pm for S2 to S6

However, due to a restriction on numbers and demand we added an extra Tuesday session for S1 and S2's from 6.30 - 8.30pm, to help us increase our capacity with our numbers being capped. We ran these sessions every week except for 2 weeks at Christmas. In these sessions we were engaged with 74 different young people. There was an average of 8 young people in per night (sessions were capped, due to covid restrictions, at 12 people per session for most of this period).

Common issues supported at these sessions

- Low Confidence and esteem
- Young people struggling to interact with peers after lockdowns
- Fear of catching and passing covid on to vulnerable family members
- Mental health and wellbeing support
- Fear of integrating back into the local community
- Support around school
- Digital and social media support

Outcomes / Impact

- 70+ Young people attended our drop in sessions between August 21 and March 22
- Drop ins offered to pupils between S1 and S6 and numbers (mainly) capped at 12 young people per session due to Covid restrictions.
- Young people had a safe place to access and youth work support to discuss the issues identified above.

- Drop in's offered a feeling of things returning back to normal and provided structure for them after lockdowns.

Next steps

- Secure funding to sustain the additional Tuesday night and make it a dedicated S2 night
- Look to reengage with more young people who used the service pre covid
- Develop and integrate a 1 to 1 or small group support service into the drop in service
- Support young people to transition from S1 and S2 into the Friday night

Case study for Senior Youth Work Drop In's:

Young person aged 16

Referred by counselling service

We had a referral for support of a 16 year old who was just finishing off a period of counselling with an organisation. The young person had low confidence and had high anxiety over being out in their local community due to being the victim of a crime. The young person was introduced to Recharge by their Councillor and met a key staff member who chatted with them about the services on offer. The young person had identified that they were keen to come along however would not feel safe walking to Recharge from their house. Staff arranged transport to attend for the first few weeks and then after building up a strong relationship with the outreach workers who would meet at the young person's house and they would walk to Recharge.

We then started to meet them closer to Recharge as their confidence grew. Once they felt more confident coming to Recharge the young person walked to the building them self or with friends but would stay in contact with a staff member via text or phone until they arrived. The young person sustained engagement regularly attending the Friday drop in and trips. They had also highlighted that coming to Recharge had allowed them to make new friends as, previously they didn't feel they had any friends in the community.

Strategic Guidance / Best Practice

Recharge are committed to improving standards across our community of practice. As part of the SLA Recharge participates in the following Forums in order to inform our work and support best practice within the wider Community Learning & Development community:

- Fa'side Area Partnership meetings and all subgroups
- Connected Communities Youth Work forum
- VCEL Children and Young People's forum
- Youth Justice Early Intervention forum
- Children's and Young People's Health and equality group
- Weekly SLA meetings with Connected Communities Fa'side

Summary - General Outcomes / Impact

Recharge was supported 500+ young people in the local community. This has been achieved in line with the values and practices of the Community Learning & Development Standards Council and in collaboration with young people. The work has been delivered in a variety of setting online, in schools and out in the local community. Our work has both strengthened our relationships with young people and helped to develop new relationships with some of the most vulnerable young people in our community. As such we have provided a range of development opportunities for young people to help them develop and grow. Our work has been undertaken in collaboration with local authority partners and third sector organisations. As a result of our work:

- Young people in the Fa'side area have more support
- A new outcome focused outreach service developed for the area
- Young people have been supported in a variety of settings
- Disadvantaged young people are involved in decision making
- Young people are supported by youth workers in a school setting to increase their mental wellbeing
- Young people had a key transition path back into services after the effects of covid restrictions.
- Young people were supported in the transition from primary to high school
- The views and needs of young people are represented in meetings
- Geographically isolated young people have been supported

Highlights

- Fa'side Young Defenders presenting their work on Recycling to the Fa'side Area Partnership
- Two former Ross High Pupils delivering a four week wellbeing programme to all Ross High S1's
- Over 150 young people attending our summer transition events
- Establishment of the Recharge Outreach programme
- Providing digital youth work opportunities during the Covid -19 pandemic

Some direct feedback from service users and their families/carers

Quotes from Parents/carers

"Recharge has really helped my child grow in confidence, before they came here they worried about being in Tranent and didn't want to walk up the street, but now they are less worried which makes a big difference to them as they have always struggled with change especially with coming from a small village to a place the size of Tranent. "

"The thing I like about Recharge is my child can go there in a grumpy mood but can then be smiling when I pick them up."

"I was worried about bringing my child to a youth club as you never know who else will be their but now I feel really happy that I my child attends as it has given them new confidence."

Young people

"It's somewhere I can go where I can feel listened to but also that someone cares what I am talking about."

"It has really helped me as I feel angry a lot and it gives me somewhere to relax."

"I feel I can trust the staff there and it's kinda my safe place where I can enjoy myself without feeling judged all the time."

Next Steps

- To continue to develop services to help support young people around new and identified needs resulting from the Covid 19 pandemic.
- Developing a community transition programme for young people.
- The evolving of the cool calm and connected programme and planning for Year two.
- Continuation of Drop In / Youth Forum / Outreach.
-

Completed by : Alan Bell, Recharge Manager and Stevie McKinlay, Community Development Officer

Date : May 2022

Item 7A – 9TH November 2022

Connected Communities Managers update as at 24th October 2022

Covering period August 2022 to October 2022

1. Team update:

Our focus at present is working with community groups and organisations around the Cost of Living Crisis and supports for local residents who need or require assistance, whether this be with benefits, household items – including food and or clothing etc.

At present, we are working with the local schools and other key partners to clarify what need children and families have for winter jackets and some ancillary essentials.

From the beginning of December our focus will switch to the Festive provision in Fa'side, working alongside key partners to support our application to Cash For Kids, Jingle Bags and New Year Bags.

2. Sub groups of area partnerships: Individual updates included on this agenda.

Our Active Travel Community Chair roles continues to be vacant and given my capacity based issues, I have not had a chance to re-organise a meeting for the sub group. If anyone is interested in this position and wants to have a chat about it, Ian and I would only be too glad to meet up. **Matter ongoing.**

Andy has been working with Roseanne to support the Health and Well Being sub group around the amendments needed to their role and remit, to facilitate the necessary changes to reflect their budget. **Matter ongoing.**

3. Support and supervision to our Connected Communities Team. Seeking to create an annual plan for the team which identifies our priorities for this year. Have some content created and work in progress. **Matter ongoing.**

4. Ongoing engagement with Macmerry Mensshed on use of hall. In my last report I indicated that our engagement with the shed had mainly closed. There has been further follow up with the group and we have now created a new office area to the rear of the hall. The Menshed will have access to this area and through an excellent partnership with VCEL and Tracey Redpath, we managed to significantly improve this area in the hall. Work is almost concluded on the internal changes within the hall and Andy is working closely with the group - please see his report for more information. Matter closed.

5. Community Facilities across Fa'side: Please note the update below for the facilities that our team manages.

These matters have and continue to take up a significant amount of time for me, given the lack of resources we have as a team.

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

A. Tranent Town Hall: The Bronx continue to operate from the Town Hall as per their agreement. Our team is in the process of emptying out our storage in the hall and the group is working alongside ourselves and colleagues in Sport, Countryside and Leisure to deliver diversionary activities. **Matter ongoing.**

B. Elphinstone Community Centre: Education have indicated that they no longer require the use of the Community Centre. Further conversations required in order to bottom out this change in position. Will

update members once more information is known. Due to capacity based issues I have been unable to contact colleagues in Education to take this matter forward. **Matter ongoing.**

- C. Ormiston Community Centre: Change in Facilities Management resource has led to temporary arrangement and some challenges regarding service to users. Andy has been liaising with Facilities Management and our users. Ongoing conversation with Facilities Management colleagues regarding our established hours for operation in the centre and will update members on the outcome. **Matter ongoing.**
 - D. Trevelyan Hall (Pencaitland): Delighted to announce that Local Toddler group have returned to use the hall and we are working alongside the group and colleagues to support them to get back into the facility. Once the group are settled back in will look at the space requirements and programme of activity for the hall. Andy heavily involved in this matter. **Matter ongoing.**
 - E. Macmerry Village Hall: Strathspey reels group are ready to return to the hall and working closely with Menshed through Andy. We did not receive any contact from those involved in Merry Totz and therefore have offered out their equipment to other Toddler groups in the area. The rest of the items will be disposed of. Andy will provide a fuller update in his report. Still working in finalising the programme of activity. **Matter ongoing.**
 - F. Booking live system: Engaging with colleagues on this system and how it effects our centres and halls. Ongoing dialogue as we develop our programme of activity (which is restricted by the established hours for each facility). **Matter ongoing.**
6. Engaged with Tranent Skate Park Foundation/ Pump track for Tranent – massive thanks to Tranent Folks Facebook page and Radio Saltire for raising awareness of the pump track consultation. I have attached a paper (*Item 7 A i*) that defines the results of the consultation, which as members may know, means that we will be seeking planning permission to create one in Polson Park. Also attached is a link for the pump track consultation across East Lothian [Agendas, reports and minutes | East Lothian Council](#) (headed 13122 PUBLIC CIF Pump tracks October 2022). **Matter ongoing.**
7. Pavilion at Polson: I caught up with Paul McGregor, the Chair of Tranent and District Sports Hub. Paul has confirmed that the group has around £12,000 which they collected during their campaign to demolish and rebuild the pavilion. Part of this sum includes money collected from the community relating to their 'Buy a Brick' initiative. All of these funds will be ring fenced and passed onto ELC once the new iteration of the project comes to fruition. **Matter ongoing.**
8. Festive Provision: Meeting set up with key partners/funders to review last year's provision and will then engage with extended network. Referral form created and Andy discussed with all of the schools. **Have concern about the lack of referrals to date (63 households, 132 children and 185 family members), as we expected this to be significantly higher. Any support or awareness you can raise please contact Andy or I.** **Matter ongoing.**
9. Dementia Friendly Tranent (DFT) – Garden of Reflection, Polson Park - DFT: Work is still ongoing at the Garden. Have a meeting scheduled in a couple of weeks for an update from DFT partners and will share an update with members as soon as we have it. Still on track for a spring 2023 completion. **Matter ongoing.**
10. Visitors Management Plan. The meeting and conversation focused on seeking information and proposed projects from local communities. We await an update from the consultant on the outcome of the meeting. We hope this input will enable us to signpost the plan for future funding bids and if successful could lead to 'pipeline' funding for our local communities. I have asked for an update on the feedback provided. **Matter ongoing.**

11. Mid and East Lothian Drug and Alcohol Partnership (MELDAP): *Have approval from Tranent Parish Church to host a 'Low Threshold Recovery Café' in Tranent.* Working alongside MELDAP, Mid and East Lothian Drugs (MELD), some other partners and Tranent Parish Church to review the logistics for the café. Once we have agreed the logistics, I will pass the matter onto the Health and Well Being Sub group to take forward. Also attended a county wide conversation on Low Threshold Recovery cafés and how Area Partnerships and other community groups can act as positive agents for change around the stigma that is linked to people who live with drug and alcohol conditions – more to follow on this aspect. ***Matter ongoing.***

12. Supporting Our Local Economy (SOLE): Received contact from Dawn Alexander who would like to come to a future meeting and update members on the progress they have made in Fa'side. ***Matter ongoing.***

13. Foresters Parking project – I have discussed with Tranent Juniors a plaque of recognition for Fa'side Area Partnership, Tranent Local Housing Partnership and others involved in the project. We will arrange an 'official' opening of the car park and attendance at a junior's game in the coming months and make members aware. ***Matter ongoing.***

14. Pencaitland speed tables – Area Partnership has approved the installation of 2 speed tables and awaiting feedback from Roads on how this is to be progressed. Roads have contacted Pencaitland CC (PCC) to confirm that there is not sufficient evidence to support this request. Discussions have taken place between PCC and Roads around what can be done in the interim. Roads will carry out traffic surveys alongside the creation of some road related signage (banner treatments) and they will assess the impact this has on the speeding matter and have a further conversation with PCC. This has an impact on the projected spend for the Roads element, under Item 8 e. ***Matter ongoing.***

15. Ormiston Library - Supporting a community group who have an interest in a café running from the Library. I have engaged with the community group on behalf of colleagues in Customer services and Library staff to support their request and help navigate ELC's corporate processes. ***Matter ongoing.***

16. Homestart East Lothian – attended their AGM and also met with Katy Pollock around our Connected Communities Fa'side team's need for support for our Junior Youth Work provision. Katy, Andy and Simon to continue this conversation and see if there is scope for Homestart East Lothian to consider this matter. ***Matter ongoing.***

17. Area Partnership review (East Lothian wide) – seeking to review our processes and overarching governance and will then discuss with Bill, Debbie and the wider partnership any proposed amendments to standing orders etc. ***Matter ongoing.***

18. Volunteer Centre East Lothian: Poverty Conference – attended this excellent conference on Poverty in East Lothian, what it looks like and how we are working together to try and tackle this huge issue. Ongoing conversations on Warm 'Spaces' and community based solutions to try and tackle this matter locally, from the 'ground up'. ***Matter ongoing.***

19. Fa'side Community and Police Partnership (Fa'side CAPP) – attended the CAPP and contributed to the process and clarity around some of the issues raised. Some consideration to be given around possible training for community representatives and the context around stats for the meeting. ***Matter ongoing.***

20. East Lothian Tenants and Residents Panel (ELTRP) and Tenants and Residents Association (TRA) meeting – attended a meeting with a variety of TRA representatives present. Covered a range of matters and some actions following the meeting. Nothing specific to Fa'side however, we did obtain a thanks from a Musselburgh TRA member for the welcome they received at a meeting of ours, when they were shadowing the meeting. Matter closed.

- 21. CCTV and town centre – met with local business owner and colleagues from Penston around potential improvements to the existing CCTV network. Matter closed.
- 22. Conversation on the Support from the Start Network: Fa’side – discussion with co-chairs for the network about reviewing the role, remit and future of the network. **Matter ongoing.**
- 23. Meadowmill Residents Association – attended a meeting with an elected member and roads colleagues about the new proposed cycle and footpath from Blindwells, through Meadowmill and into Prestonpans. Have agreed to share our Area Plan with the Association for their information. Matter closed.

Simon Davie

Connected Communities Manager – Fa’side

21st October 2022

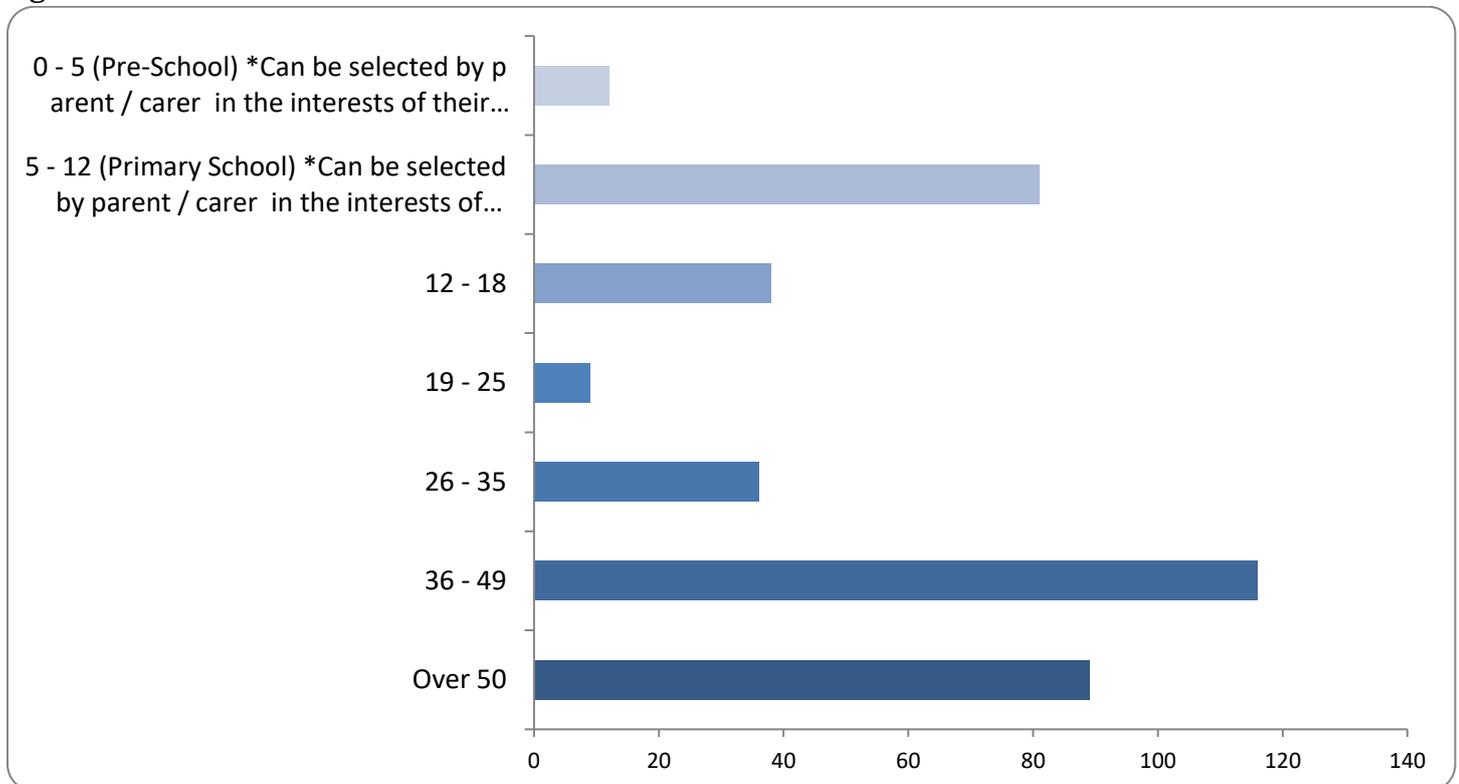
ITEM 7 A I – FAP MEETING 9TH NOVEMBER 2022

TRANENT COMMUNITY PUMP TRACK

Consultation ran from 24/06/2022 to 31/07/2022. Responses to this survey: **381**

1: Age: What is your age group?

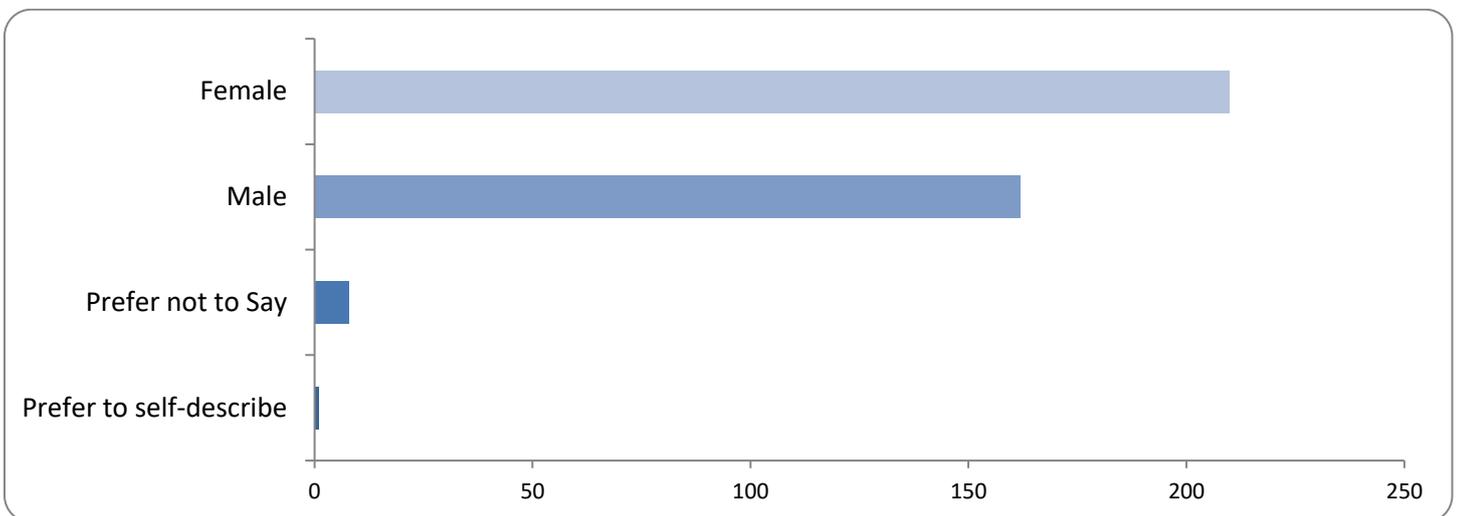
Age



Option	Total	Percent
0 - 5 (Pre-School) *Can be selected by parent / carer in the interests of their child	12	3.15%
5 - 12 (Primary School) *Can be selected by parent / carer in the interests of their child	81	21.26%
12 - 18	38	9.97%
19 - 25	9	2.36%
26 - 35	36	9.45%
36 - 49	116	30.45%
Over 50	89	23.36%
Not Answered	0	0.00%

2: What best describes your gender?

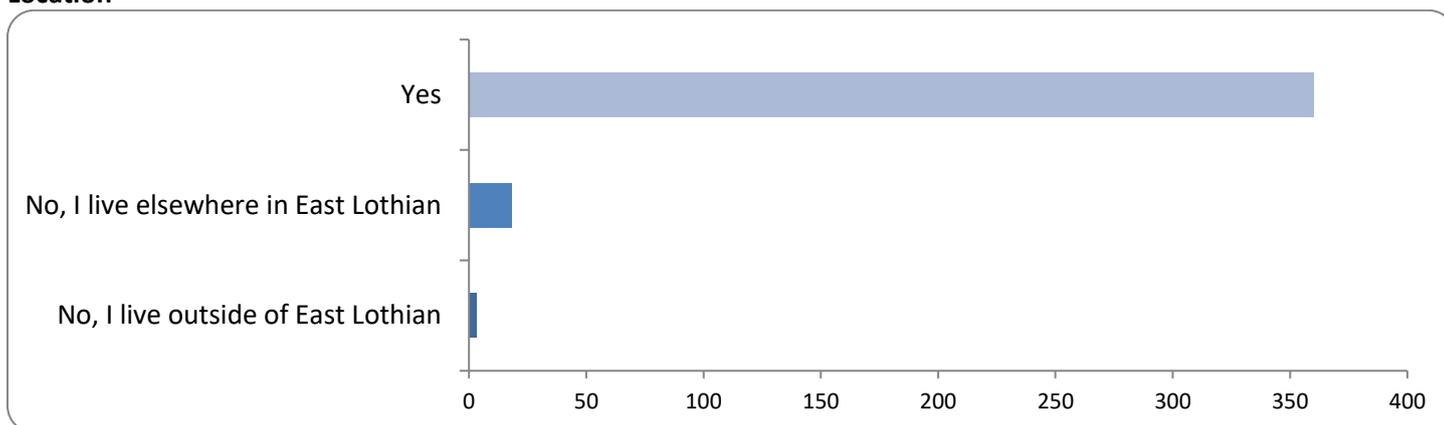
Gender



Option	Total	Percent
Female	210	55.12%
Male	162	42.52%
Prefer not to Say	8	2.10%
Prefer to self-describe	1	0.26%
Not Answered	0	0.00%

3: Do you Live in the Tranent, Wallyford and Macmerry area?

Location



Option	Total	Percent
Yes	360	94.49%
No, I live elsewhere in East Lothian	18	4.72%
No, I live outside of East Lothian	3	0.79%
Not Answered	0	0.00%

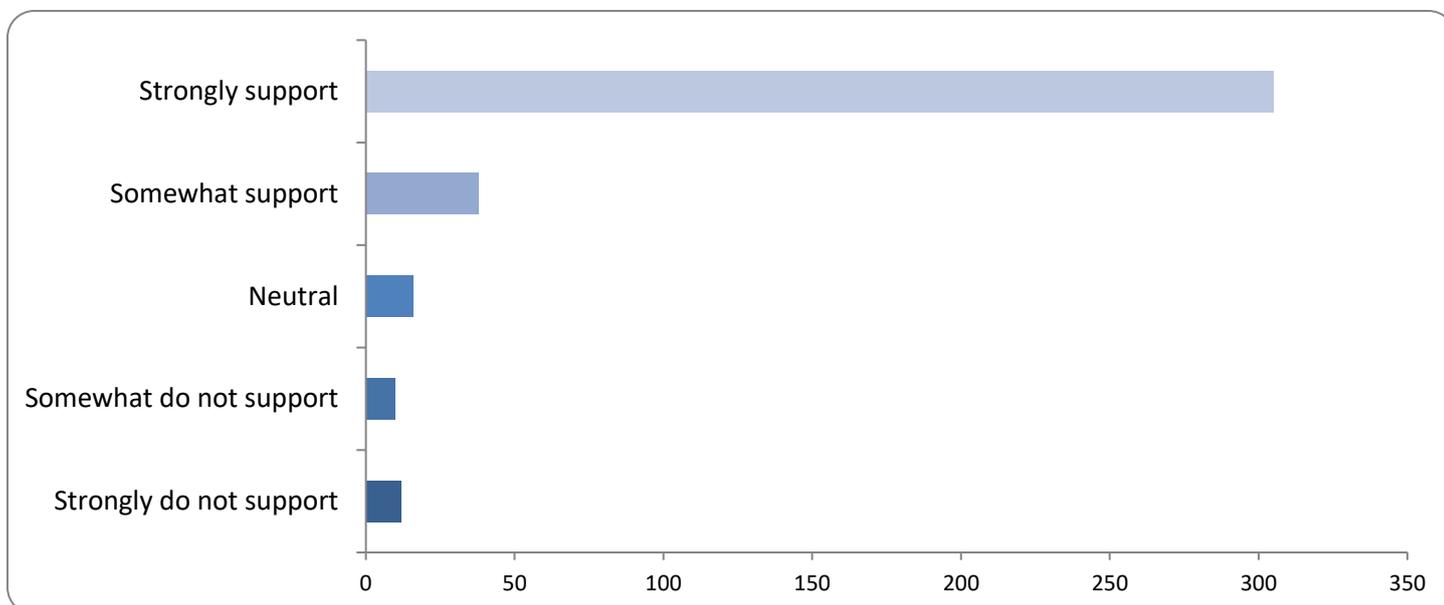
4: What is your postcode?

Postcode

There were 381 responses to this part of the question.

5: How supportive are you of the proposed plans for the new pump track in Tranent?

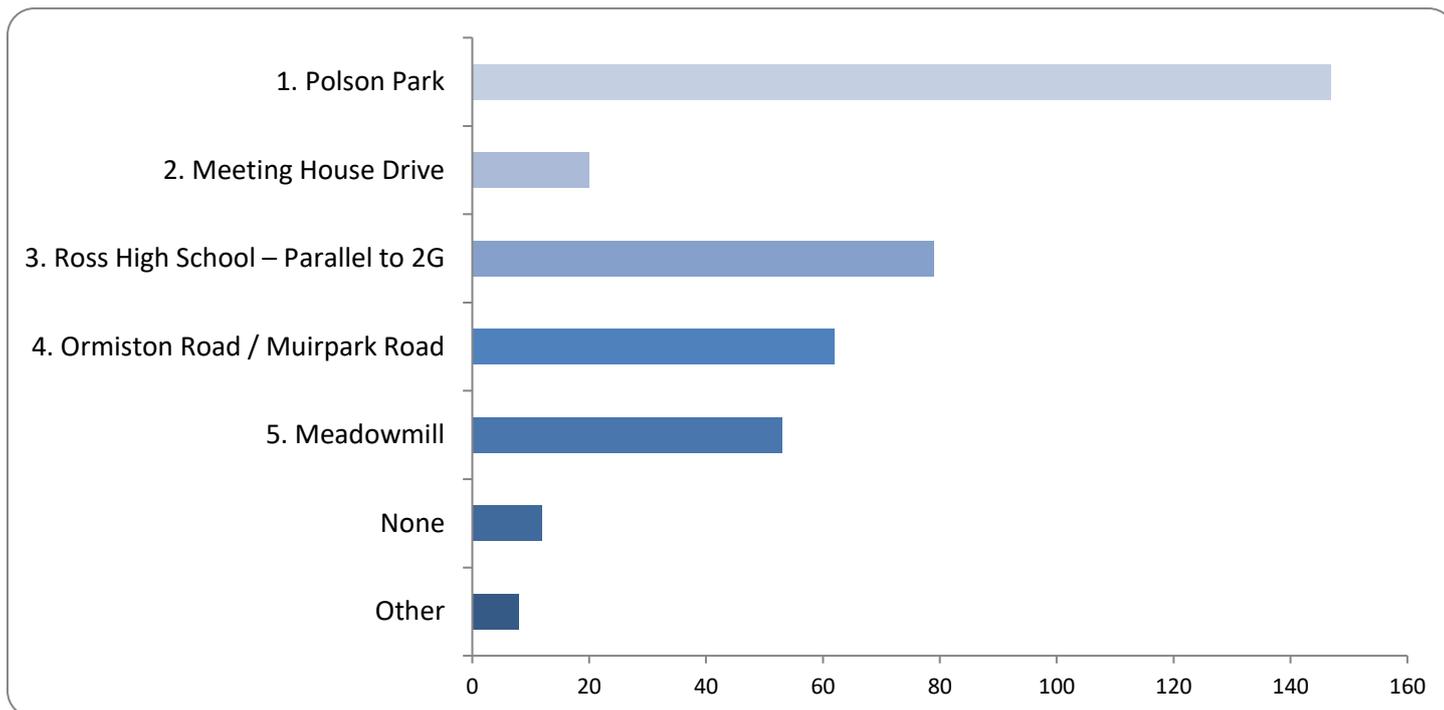
Pump Track Support



Option	Total	Percent
Strongly support	305	80.05%
Somewhat support	38	9.97%
Neutral	16	4.20%
Somewhat do not support	10	2.62%
Strongly do not support	12	3.15%
Not Answered	0	0.00%

6: From the location information provided, please select your preferred option from the list below?

Preference

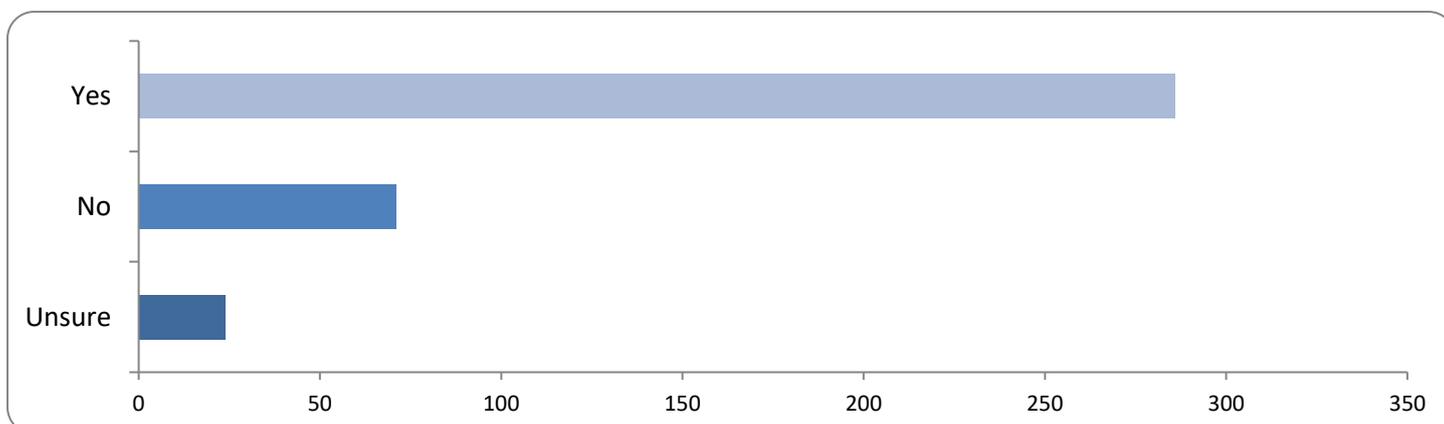


Option	Total	Percent
1. Polson Park	147	38.58%
2. Meeting House Drive	20	5.25%
3. Ross High School – Parallel to 2G	79	20.73%
4. Ormiston Road / Muirpark Road	62	16.27%
5. Meadowmill	53	13.91%
None	12	3.15%
Other	8	2.10%
Not Answered	0	0.00%
*Other / Comment Info		

*There were 42 responses to this part of the question.

7: Would the proposed pump track in Tranent help you, or a family member be more active more often?

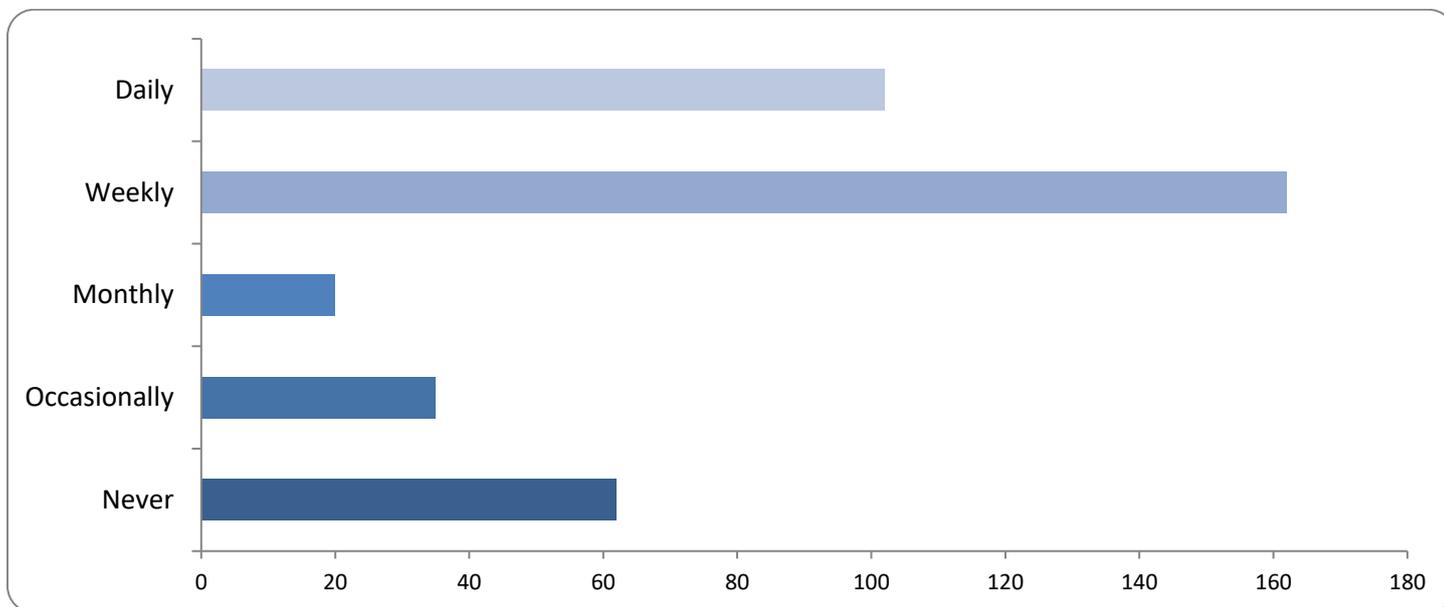
Usage



Option	Total	Percent
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Yes	286	75.07%
No	71	18.64%
Unsure	24	6.30%
Not Answered	0	0.00%

8: If there was a new pump track in Tranent, how often would you or a family member use it?
Usage



Option	Total	Percent
Daily	102	26.77%
Weekly	162	42.52%
Monthly	20	5.25%
Occasionally	35	9.19%
Never	62	16.27%
Not Answered	0	0.00%

9: We are looking to create a place for everyone to enjoy and feel comfortable. To achieve this, what landscaping or features would you like to see?

Please tell us what you think here:
Seating area - Benches / Picnic Tables
Greenery - Bushes / Trees
Bins
Accessibility – various ages, abilities, mobility
Shelter
Toilets
Bike rack
CCTV

10: Do you have any other comments or ideas for the proposed pump track in Tranent?

There were 147 comments on this section. The key themes can be summarised as follows:

Please tell us what you think here:
Accessibility – various ages, abilities, mobility
Maintenance – responsibility
Polson Park / Muir Park – residential and parking concerns

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

Report on work completed since 23rd August 2022

1. Induction

This report focuses on the work I have been carrying out since the 23rd August. There are many different strands of work ongoing at the moment and it is key that some areas take priority over others to allow me to make a positive impact locally.

As we near Christmas, the festive provisions will be the main priority – assisting schools in reaching those families who require the support. Working alongside Alan at Recharge to set the framework for the specialist youth worker role and work towards the role actively commencing is another priority.

Head of Establishment duties and managing the relationship with Facilities Management is another area of work that is being prioritised.

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

2. Youth Work

Elphinstone Youth Club commenced on Thursday 29th September and to date they have operated 3 sessions for both P4-P5 and P6-P7 groups. The young people have enjoyed a range of activities in this time with the younger group making lanterns, fruit kebabs and bringing ghosts to life, and the older group making bird feeders. A Halloween party is planned for 27th October, however one of the youth work staff has suffered a leg break and in the event that we cannot provide cover, the youth club will be temporarily cancelled. A decision will be made this week.

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

The connected communities team are in the process of recruiting for youth workers specifically for the Fa'side area. Successful candidates will roll out our junior provision (supporting Recharge) within primary schools, and will launch informal youth work across our villages, with Ormiston, Pencaitland and Macmerry the first villages to receive this provision. It is anticipated that February is a realistic goal for establishing the youth clubs in the villages.

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

3. Bronx diversionary project

There has been a further delay with this project, but it will be launched at the earliest opportunity. I have liaised with Community Safety Team and there is a meeting with them and Recharge next week to assist in identifying the relevant young people for the programme.

I have met with Daryl Stanfield, Principal Teacher of Guidance, and we have agreed a space for Richard (Bronx) and myself to attend a guidance meeting so that guidance teachers are aware of the key aims of the project and for them to refer young people into the diversionary activity. Richard from the Bronx has been away for 3 weeks and returned to the country 21st October so at the time of AP meeting I hope to have progressed this further.

The aim is still to deliver a 12 week targeted intervention programme. Contact has been made with Heavy Sound to lead on two educational based sessions.

4. Junior youth work

I have now met with all head teachers from all our 7 primary schools and dates are set for St Martins PS, Macmerry PS (2 x classes) to commence from Wednesday 26th October.

The proposal is to deliver 2 x 4 week blocks of targeted junior youth work in all 7 schools. Sanderson's Wynd will also have 4 sessions prior to the Christmas break, with the other 4 schools receiving their first block in the New Year.

Alan Bell will deliver this provision as part of the specialist youth worker role. The issue based youth work will cover important topics that have been designed by the school and the young people. The first 4 sessions have been planned and will look at establishing relationships and building positive relationships. This will allow us to focus on mental wellbeing, working with our children to identify coping strategies around behaviour and perceptions of behaviour; we will also look into risky behaviours (safety). Finally, we will capture the needs of the young people and what support there is in the community and how they can access this.

We will evaluate the first block and feedback at the next Area Partnership meeting.

5. Festive Provision Fa'side

I secured two venues to host the provision, with St Martins Church Hall being utilised for the Cash for Kids resources and Macmerry Village Hall being used as the food hub for both Christmas and New Year bags.

All schools have received the referral form and we have had quite a slow uptake, with 64 completed forms returned. Engaging with schools to collate these forms is a priority of work now. I have sent an urgent email to all head teachers on 24th October and advised of the key dates involved in this initiative and how imperative it is that the referral forms find themselves in the hands of those families who require the support. Any support that members can provide on this matter would be appreciated.

We have set deadline dates as a team to work towards and meet regularly to ensure these are met and that communications between us are maintained.

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

This has been another huge part of my workload since coming into post. I meet Alan weekly and we have reviewed the second years' annually agreed priorities, which sits alongside the SLA. One aspect that had to be addressed was reporting mechanisms for the work Recharge commit to as part of the SLA and we have agreed that backdated quarterly reports will be completed that will allow us to monitor and evaluate the work effectively. These will be produced by Alan and sent to me every three months with

the next report due in December. Alan and I will present an update on the work completed in Year 1 as well as a conclusive update of the SLA and how we will take this forward into Year 2 during the Area Partnership meeting.

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

The Specialist Youth Worker (SYW) post has developed considerably since the last Area Partnership meeting. Recruitment for the post was unsuccessful, but we have worked closely to scrutinise capacity at Recharge and we are now confident that Alan can deliver the SYW role as well as any strategic leads he may have for Recharge. The SYW role is 23 hours per week and a lot of work has been undertaken over the last 2 months to engage with the schools and to create a logic model that demonstrates the three key outcomes of this post for the next 12 months.

These outcomes are as follows:

- 1) Young people will have increased engagement with local services, giving them more structure and support.
- 2) Young people will have improved mental wellbeing and long term plan to support them.
- 3) Increased attendance/attainment in school and or in community settings.

We are now in a position to actively engage with young people identified by guidance at Ross High as being suited to this intervention and anticipate the first engagement to commence week commencing 31st October 2022.

7. Area Partnership Subgroup

I have assisted Rosanne to re-launch the Health and Wellbeing subgroup. An update on this will be provided by Rosanne.

I am keen to establish the Children and Young People's Practitioners Network and this is an area of work I will take on over the next two months.

8. Head of Establishment Duties

This is still taking up a significant amount of my time, in particular my relationship with Facilities Management. Lynne Tragis developed the programme of activities for Ormiston Community Centre which we were to roll out across all of our facilities. Utilising this tool, I have engaged with Facilities Management (FM) to try and maximise the established hours we could use to be of benefit of the local community.

The FM staff member at Ormiston secured another role within FM which has left us having to rely on FM relief staff which has caused some issues that I have been working on throughout the last two months.

Interviews will take place this week to fill this role.

I have conducted the annual suitability report for each centre and submitted the findings.

I have also completed two monthly audits for each facility since the last area partnership meeting and logged all issues/repairs as per my remit. I am attending a Head of Establishment briefing this week.

9. Community Facilities in Fa'side

A. Macmerry village hall

- 1. Car park** – assisted in getting an agreement in place for the car park to have gullies cleaned, car park swept and for temporary carriageway repairs to be undertaken.
- 2. Rear storage room (Ante Room)** – Electrical works now completed and defibrillator installed. Furniture secured from Penston House which has contributed to the shared office space for Macmerry & Gladsmuir Community Council, Men's shed and resilience group.
- 3. Macmerry Mens shed** – Have met the group regularly and have established a positive working relationship with them. Supporting the group with funding applications and have liaised with electrical contractors to provide electricity to their space outside the hall.
- 4. User groups** – Working with other proposed user groups to clarify their return and use of the hall to maximise our established Facilities Management hours to ensure our communities can access the hall and increase our range of activities. Two groups look close to gaining regular access again.

B. Ormiston Community Centre

- 1. Spring Oscars** – The after school group has been operating since 17th August and it has grown in numbers with an additional staff member now working at the group. We have negotiated 4 free spaces every week for local families or carers who cannot afford to access such a service. We are yet to secure families for the 4 free spaces and

B. Ormiston Community Centre (Cont.)

if AP members can suggest how best to raise awareness of this matter locally, I would be very grateful; as this matter needs to be prioritised in the coming weeks.

- 2. Previous users** – some of the items in storage from previous let holders has been removed. Another review of this is required.
- 3. Ormiston in Bloom** – met with this group and introducing them to Macmerry mens shed so we can upgrade the garden of the centre to be dementia friendly and more inviting for users of the centre to utilise.
- 4. Primrose Day Centre** – with Simon, I have been seeking an update from Primrose on their existing legal agreement to use the centre. I have asked adult services for an update as aware that timescales are quite short for this to go through the relevant processes.

Trevelyan Hall, Pencaitland:

1. Storage – Meeting arranged with new Tranent toddlers group to take resources that have been stored here over the past two months.
2. Toddlers – The toddlers group have been utilising the centre for a month now and it is growing in numbers with local residents commenting on how good it is to see the centre being used again for this nature.
3. Pencaitland Lunch Club – Have met with this group twice and will now engage with VCEL and adult services and support applications for funding to sustain the long term future of this provision.

Andy Cheshire

CDO, Fa'side

Email: acheshire3@eastlothian.gov.uk

Mobile: 07855 986 897

24/10/2022

Item 8 B i – Health & Wellbeing Sub Group (Fa’side Area Partnership 9/11/22)

Summary

The H&WB subgroup met on 11th October and it was well attended, with 13 organisations represented. We agreed on the Role & Remit which is to be presented at this Area Partnership meeting for consideration, and a Scrutiny Group set up to deal with funding requests. The Scrutiny Group members are - Rosanne Woods (Chair of the subgroup), Andy Cheshire (Community Development Officer from East Lothian Council for Fa’side), Tracey Redpath (Volunteer Centre East Lothian), Fiona Dugdale (Councillor Tranent, Wallyford & Macmerry), Alan Bell (Recharge), Kate Horne (Carers of East Lothian) and Lorna Bellany (NHS). Our proposal to the Area Partnership is to have our role and remit approved which will allow us to be able to make decisions autonomously on funding applications in a timely manner.

During the meeting, we discussed collating a schedule of facilities that are open throughout the week where people can keep warm, enjoy company and collect provisions. This schedule will highlight where the gaps are in provision across Fa’side and allow the H&W subgroup the opportunity to work together to fill these gaps in provision and ensure that for every day of the week, there is a community facility that is open which will provide affordable or free food and ultimately a place for people to keep warm.

Warm spaces were discussed as well as potential applications for funding as it had been raised that the group had received a funding application prior to the previous meeting in May 2022. It was agreed that in the event the Area Partnership give permission for the H&W subgroup to autonomously agree funding decisions to the H&W subgroup, that the existing application will be scrutinised and then the focus for the remainder of this financial year will be poverty related – assisting with the ‘warm spaces’ initiative and providing immediate, vital support for the most vulnerable in our community this winter.

There is a real focus now within this subgroup and we want to grow the group so it is representative of Fa’side and addresses local issues. We believe that the scrutiny group has the knowledge and skillset required to be able to make decisions for the benefit of our local community.

On Wednesday 26th October, the chairs of the Health & Wellbeing Subgroups in East Lothian will meet to discuss the picture across county re supporting people through the winter and provide updates and share practice from across county re: local issues, projects, good practice etc.

The scrutiny group will arrange a date to meet after the Area Partnership meeting. The next H&W subgroup meeting will take place in January. Minutes from the meeting in October can be shared on request.

Rosanne Woods

Chair

Fa’side Health and Wellbeing Subgroup

Rosanne.woods@hotmail.com

FA'SIDE AREA PARTNERSHIP

Role and Remit – Fa'side Health and Well-being Sub Group

We value the diversity of our community and promote equality. We aim to empower our communities and widen representation to influence decision making. All Area Partnership members are working on behalf of Fa'side Area Partnership.

1. Purpose and remit of this group

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

A. Purpose

- I. To work together as a broad network to promote social, physical and mental health and well-being for people who live, work and visit the Fa'side Area Partnership area now and in future years.
- II. To inform the Area Partnership of issues affecting health and wellbeing in the Fa'side Area, with a particular emphasis on reducing poverty and health inequalities including issues identified by the local community.

B. Principles of group

- To promote the active participation and citizenship of all members of the community, and in particular people whose voices are often unheard and ensure that their views influence decision-making.
- To work collaboratively with the other partners, organisations, groups, other relevant bodies and projects based in the Fa'side Area Partnership area.
- To assess the health impact of all activities to ensure that health inequalities are not increased.
- To promote a subgroup that is inclusive of all and encourages diversity.
- To discourage stigmatization of physical and mental health conditions.
- To promote intergenerational collaboration.

C. Remit

- i. Providing a collective approach working together through collaboration and partnership on behalf of Fa'side Area Partnership, promoting and raising awareness of the benefits of positive health and well-being and delivering the outcomes contained in Fa'side Area Partnership's area plan.
- ii. Take a lead role in the review of health and well-being matters on behalf of Fa'side Area Partnership.
- iii. Provide regular reports and updates to Fa'side Area Partnership on the priorities, projects and initiatives that the group are delivering on.

- iv. Monitor and evaluate the priorities, projects and initiatives contained within Fa'side Area Partnerships area plan, through working in partnership. We will share the data we collect to improve health and well-being outcomes for all our residents.
- v. Provide a group where partners can share good practice, discuss common issues and identify opportunities for collaboration.
- vi. Working with partners we will seek to maximise funding streams to help create and sustain projects or initiatives which seek to improve the health and well-being of our residents.
- vii. We will assist East Lothian Council and the Integrated Joint Board of the East Lothian Health and Social Care Partnership to strengthen links between Fa'side Area Partnership and these bodies. Including seeking to influence and attract other funding to support new and existing projects or initiatives within our communities in the Fa'side area.
- viii. We will distribute small grants to a maximum of £2,000 to organisations whose applications meet the relevant criteria and who have gone through the necessary due diligence from our scrutiny group. We will set up a Scrutiny Group from the active members, to deal with funding applications. Funding applications will only be accepted from constituted groups.
- ix. We will work in partnership with our local GP practices in Tranent and Ormiston, to tackle health inequalities by seeking opportunities to collaborate and influence health and well-being provision across the Fa'side area.

D. Key Objectives of the group (taken directly from Fa'side Area Partnerships Area Plan 2019 – 2024)

- i. To improve the health and wellbeing of people living in the Fa'side Area, those working here and those visiting it.
- ii. We will work with our Active Travel subgroup to engage in the Climate change agenda, seeking to promote the use of our green networks and open spaces which will reduce our carbon footprint and help improve the health and well-being of our communities and those who visit the area.
- iii. We will work to prioritise the rights and meet the aspirations of older people and carers of all ages in our communities. This compliments and balances existing work with young people in our communities.
- iv. We want the Fa'side community to be one which is welcoming, inclusive and supports and protects those who are vulnerable. This may include but is not exclusive to:
 - Older people living in our communities,
 - those living with or at risk of dementia,
 - those living with accessibility conditions such as mobility based and long term conditions,
 - those living with drug and alcohol addiction and their family members;
 - or those living with or at risk of developing poor mental health.
- v. We will investigate what services exist, identify any gaps and then work with partners to increase awareness of the impact of living with physical and mental health conditions in and on our communities. We will also seek to address the gaps linked to local needs.
- vi. We want to embed the views and Rights of our children and young people across the Fa'side area and ensure these are represented in our plans, processes and our priorities.

- vii. We want to support families in Fa'side to give all children in the ward the best start in life possible, including a happy and healthy infancy with good diet, time and opportunities for bonding and early development.
- viii. We want to ensure that everyone in the Fa'side ward has easy access to affordable healthy food and is fully equipped with the knowledge they need to prepare it for themselves and their families.
- ix. To improve physical and social connectivity between communities for functional, recreational and leisure purposes. Making our communities accessible to all.
- x. To improve the health and wellbeing of people in the Fa'side Area, those working here and those visiting it.

2. Membership

- i. The group will have a Community Chair who shall be elected either from community representatives from our existing Health and Wellbeing group, the full Area Partnership or indeed an active member in the Health and Well-being field who lives in the Fa'side Area Partnership area.
- ii. The Community Chair will represent the subgroup at full Area Partnership meetings and nominate a substitute who can attend in this person's absence. The Community Chair for the Health and Well-being group shall be a co-opted member of Fa'side Area Partnership and shall have full voting rights (one vote in total) at full partnership meetings.
- iii. We will seek community representation from each settlement in the Fa'side area no matter how big or small.

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

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

- iv. In addition, we would welcome representation from the following key community groups, Tranent and District Community Sports Club, Recharge, any of our Day Centres, GP practices, local schools, ageing well, Pennypit Community Development Trust, The Fraser Centre, East Lothian Roots and Fruits, Homestart East Lothian or any groups supporting Health and Well-being activities in the Fa'side area.
- v. We will seek partner involvement and support from East Lothian Council, our partners (especially Health and Social Care and NHS partners) and any other bodies or organisations which have a role or input in Health and Well-being.
- vi. The final decision on who are members of the group, lies with this group.
- vii. Member will need to be actively engaged with the group. Attendance at every meeting is not expected but communication with the group is expected.

3. Community Chairperson

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

4. **Governance**

- i. The Chair of the Subgroup/Network will be approved by the partnership.
- ii. Agendas for meetings will be made available in draft 1 week before the Subgroup/Network meeting.
- iii. Each Subgroup/Network will be responsible for producing their own action notes.
- iv. When seeking to make recommendations we will seek consensus from those members present or in writing prior to the meeting. We will require 40% of our total membership plus 1 when seeking to make recommendations.
- v. One vote and a deciding vote, if required, for our Community Chair. One vote per Member
- vi. Member must be active within the group. Any member not communicating with the group or attending meetings for more than 9 months, will be removed from the group.
- vii. All members must declare any conflict of interest regarding any matter being discussed and must abstain from influencing recommendations or financial recommendations.
- viii. The scrutiny group is comprised of Rosanne Woods (Chair of the subgroup), Andy Cheshire (Community Development Office from **Connected Communities – Fa’side team**), Tracey Redpath (Volunteer Centre East Lothian), Fiona Dugdale (Councillor Tranent, Wallyford & Macmerry), Alan Bell (Recharge), Kate Horne (Carers of East Lothian) and Lorna Bellany (NHS). Members, will discuss funding applications and approve or reject the applications. Feedback will be provided to the subgroup.
- ix. Scrutiny group members must respond to funding applications within 7 calendar days.
- x. The criteria for scrutinising applications seeking to secure support from this element of funding are attached in Appendix 1 (*will be finalised and circulated to AP members for approval, if these changes are approved*).

5. **Meetings**

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

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

Once this role and remit paper are approved by Fa’side Area Partnership, they will form part of the Handbook for the partnership and a key part of its Governance. Any future changes needs to meet the needs of this sub group and the full Area Partnership. Any changes to it can be undertaken following:

- i. Any member may propose an alteration to the role and remit by notifying the Chairperson of the change they propose.
- ii. Details of the proposed change must be circulated to all members at least 2 weeks prior to the subgroup meeting where they will be discussed.
- iii. Any decision to alter the role and remit must be agreed by a majority of members and then approved by the full Fa’side Area Partnership.
- iv. **The Sub group chair and Community Development Officer supporting, will amend the version number of the Role and Remit paper to track changes and update members.**

The role and remit of this group was approved by Fa’side Area Partnership on xx/xx/xx v1.

Fa Side Area Partnership November 2022 Young Formers Update

The Group have continued to meet weekly and have been exploring a variety of issues. They have identified key themes which they are exploring. The themes are

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

They have been involved in the consultations about the East Lothian Council Youth Strategy and some members participated in Young Scots consultation on loneliness and young people. The group have also met with Mike Falconer and have arranged Andy Cheshire and a member from spinal injuries Scotland to come and chat with the group in the near future,

They have also done 2 trips during the October holidays the first to a pumpkin picking event to see if it would be worth adding it to the Recharge general trips programme in future, they also done a visit to Glasgow to get equipment for Recharge and meet another youth group called YOMO at the east end of Glasgow to look at how we could learn from what they do.

We have also secured significant funding over 18 months from BBC Children in Need and the Hunter Foundation to allow the group to be supported on Youth Social Action.

Future Plans

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

If you have any questions, then feel free to contact Charley Cleland on
Charley@recharge tranent.org

Recharge is Supported by



Item 10 A I 1 – Meeting on 9th November 2022

2022/23 - Roads element

From: Stubbs, Alan

Sent: 23 September 2022 16:15

To: Davie, Simon <sdavie@eastlothian.gov.uk>; Redpath, Callum

Cc: McCorry, Caitlin MacLennan, Lorna <lmaclellan@eastlothian.gov.uk>; Lennock, Ian; Haddow, Morag

Subject: RE: Roads meeting on 26th Sept

Simon

My response in red below to your specific questions to me.

Regards

Alan

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

Sent: 23 September 2022 15:09

To: Stubbs, Alan; Redpath, Callum

Cc: McCorry, Caitlin <cmccorry1@eastlothian.gov.uk>; MacLennan, Lorna <lmaclellan@eastlothian.gov.uk>

Subject: Roads meeting on 26th Sept

Hi both,

Apologies, as I am on leave on Monday and will not make the meeting. So thought I would email across my update for Fa'side.

Fa'side AP have approved the following:

1. Creation of a traffic island outside Polson Park in Tranent. This will be carried out when the carriageway along the Edinburgh Road is being upgraded, sometime in the autumn. Overall cost (approximately) - **£5k**
 - a. Note: Callum – see that works have started on Edinburgh Road. Is this part of the Virgin works or is this the carriageway works commencing?
2. Installation of 2 speed tables in Pencaitland. AP approved that 2 tables could be created close to the end and start of the financial year (if need be from a financial point of view). I have emailed Callum about this project but have not yet had a response. Approximate cost **£40k** (using Elphinstone Road examples).

If both delivered this should see us have an underspend of **£2,500**. Total budget of £47,500 less the £45k noted above.

Alan – there was some discussion at our last AP meeting that the speed tables may not be able to go ahead, as it did not meet the criteria? When we installed the table on the Elphinstone Road/Caponhall Road area there was no criteria we needed to evidence or go through. Has there been a change in the process of applying for speed tables? Callum, this is the project that I had emailed you separately about but not yet received a response.

We will always look at each project on its merits and I would note that speed tables are not always appropriate. We have considered speed tables within Pencaitland. Notwithstanding funding, for any form of vertical traffic calming we would need to undertake a robust technical assessment, considering parking displacement, acoustics, driveways, junctions, emergency routes, haulage, bike use, motorbikes, and vehicle volumes. We would also need to look at

implications of drainage and street lighting to carefully position so as not to unintentionally create a hazard. In regards to Pencaitland this has been communicated to local Cllr and the CC. We have over the years introduced a number of speed calming measures in Pencaitland and recently agreed to undertake gateway treatment which we have communicated to local Cllr and CC. Once the Gateway treatment is installed we will then monitor. If this doesn't have any positive impact then we can look at other options. I would stress than any additional Engineering measures would require a robust technical assessment as outlined above and consultation with the wider community as its likely to have some knock on consequences. Also given our limited budgets we would need to consider where we get the funding.

If we are unable to deliver/consider these 2 tables then Morag Haddow has suggested that we could install 2 electric vehicle charging points at 2 locations in Tranent. This would need some dialogue with our AP members and specifically with Tranent and Elphinstone CC and local TRAs. This would total **£18k** and Alan has confirmed that we be able to use the Roads devolved budget to support both these projects – although we would need to diary them into this financial year and this would be a concern for both Alan and myself. This would mean we have a possible projected shortfall of **£24k**. Alan/Callum – this being the case are there any Roads projects that are longer term aspirations for you that we could put to the partnership and crucially would you be able to deliver them this financial year?

Given what I have outlined above I think this is a good alternative project to take forward. If you can speak with AP members ASAP and confirm we can then progress our application for matched external funding.

Happy to discuss any of the above on my return.

Kind regards

Simon

Simon Davie

Connected Communities Manager – Fa'side

The George Johnstone Centre

35 Winton Place

Tranent

EH33 1AE

External extension: 01875 824115

Mobile: 07912 785 194

Item 10 A I 2 – Electric charging points – Meeting on 9/11/22

From: Haddow, Morag
Sent: 12 October 2022 15:07
To: Davie, Simon <sdavie@eastlothian.gov.uk>
Cc: EV Charging <evcharging@eastlothian.gov.uk>
Subject: RE: Tranent Car charger opportunity

Simon,

Do you know if the Area Partnership has had an opportunity to consider whether they would be in a position to support the chargepoints at the sites detailed below?

Morag

Morag Haddow

Senior Roads Officer | East Lothian Council | 07812 482370 | mhaddow@eastlothian.gov.uk

From: Haddow, Morag
Sent: 22 September 2022 07:12
To: Davie, Simon <sdavie@eastlothian.gov.uk>
Cc: Stubbs, Alan Lennox, Ian EV Charging <evcharging@eastlothian.gov.uk>; McKinlay, Stevie ; Brown, Emma; Haig, Doug; Govenlock, Diann; Baxter, Stuart
Subject: RE: Tranent Car charger opportunity

All,

Once we have confirmation from the AP that you are happy to provide the match funding we will be able to apply to the [Office for Low Emission Vehicles](#) for the remaining 60% of the costs. We would normally look to deliver the chargers within 1 year of the grant offer. If the AP funding needs to be spent (not just committed) by 31st March 2022 then that also wouldn't be an issue – assuming we secured an ORCS grant offer and therefore had 100% of the funds.

Morag

Morag Haddow

Senior Roads Officer | East Lothian Council | 07812 482370 | mhaddow@eastlothian.gov.uk

From: Davie, Simon <sdavie@eastlothian.gov.uk>
Sent: 21 September 2022 15:45
To: Haddow, Morag
Cc: McCorry, Caitlin Stubbs, Alan; Redpath, Callum Saunders, Sharon (Head of Communities) Lennox, Ian EV Charging <evcharging@eastlothian.gov.uk>; McKinlay, Stevie; Brown, Emma Haig, Doug Govenlock, Diann >; Baxter, Stuart
Subject: RE: Tranent Car charger opportunity

Thanks Morag,

I will raise with our Chair and AP members to clarify the opportunity. Will also note that there has not been any consultation to date – although Tranent and Elphinstone Community Council and the informal Tenants and Residents Association may provide a view.

Do you or Alan know, if this project was approved how quickly we would be able to deliver the 2 points you have referenced and for clarity, to achieve both you would need £18,000 from Fa'side AP's devolved Roads budget?

Kind regards

Simon

From: Haddow, Morag

Sent: 21 September 2022 09:30

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

Cc: McCorry, Caitlin; Stubbs, Alan; Redpath, Callum; Saunders, Sharon (Head of Communities); Lennox, Ian; EV Charging; McKinlay, Stevie; Brown, Emma; Haig, Doug; Govenlock, Diann Baxter, Stuart **Subject:** RE: Tranent Car charger opportunity

Simon,

Having supplied all of our town centres and larger villages with Destination and Journey chargers, we worked with consultants Energeo to use satellite imagery and AI analysis to map all the households in East Lothian which are unlikely to have driveways: see [Energeo to Support East Lothian's EV Charging Strategy](#)

This has allowed us to identify hotspots of “on-street households” where people are likely to wish to be able to charge overnight close to their home. We aim to spend the limited external funding that is available in areas that will benefit the most people according to our driveway analysis.

We are only looking for 40% per site. My understanding is that this is suitable for the devolved roads budget. This will allow us to make the most of currently available grant funding.

Morag

Morag Haddow

Senior Roads Officer | East Lothian Council | 07812 482370 | mhaddow@eastlothian.gov.uk

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

Sent: 20 September 2022 11:43

To: Haddow, Morag

Cc: McCorry, Caitlin; Stubbs, Alan; Redpath, Callum; Saunders, Sharon (Head of Communities); Lennox, Ian

EV Charging <evcharging@eastlothian.gov.uk>

Subject: RE: Tranent Car charger opportunity

Thanks for the email Morag, can you please clarify how you managed to identify both areas – has there been local consultation?

Alan for clarity, are these suitable for our devolved roads budget to allocate the 50% match funding per site?

Kind regards

Simon

From: Haddow, Morag <mhaddow@eastlothian.gov.uk>

Sent: 20 September 2022 09:05

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

Cc: McCorry, Caitlin; Stubbs, Alan; Redpath, Callum; Saunders, Sharon (Head of Communities); Lennox, Ian; EV Charging

Subject: Tranent Car charger opportunity

Simon,

East Lothian Council's Road Services team owns and operates a comprehensive network of car chargers across East Lothian. Our focus is on continuing to secure central government grant funding (see note below for more details) to install chargers that will allow us to support the switch to electric vehicles in areas where residents do not have a safe place to park and charge from their private electrical supply at night.

We have identified locations across the county where we can practically install chargers. The site selection has taken into account the number of households that would benefit, and the practicalities of finding sufficient space for the slimline charging units. The UK Government's Office for Zero Emission Vehicles has made [funding available](#) to local authorities to claim 60% of the cost of installing such chargers. This is because they recognise that most people want to charge their car as close to home as possible but sometimes cannot safely do so without their Council's assistance.

A charging site costs around £18,000 to install. Therefore if Area Partnerships would like to fast-track the installation of chargers in their area, their contribution would be around £7,200 per site. However, costs vary from site to site, depending on many factors and will be confirmed prior to commitment. All ongoing maintenance or energy costs borne by Road Services. Please respond to evcharging@eastlothian.gov.uk **by end October 2022** confirming your support for both of the following sites which have been identified as suitable in your area:

- John Crescent, Tranent
- Meetinghouse Drive, Tranent

These new chargers will be additional to existing Journey and Destination chargers (generally found in our town centres and at community facilities), and will operate on a similar system where drivers download an app or present an RFID card and agree to be billed for their use of the charger, which will be set at a rate which covers energy, operational and maintenance costs. There would be no parking restrictions and anyone could park there, but drivers with an electric car would benefit from being able to re-fuel.

Examples of on-street chargers already in place in East Lothian can be seen at:

<https://photos.plugshare.com/photos/905737.jpg>

<https://photos.plugshare.com/photos/910627.jpg>

NOTE ON EXTERNAL FUNDING: Over the last six years, East Lothian Council has secured 100% funding from central government for the cost of buying and installing new chargers, but these grants are tailing off as the commercial viability of operating chargers improves, particularly for 50kW+ Journey chargers (of which there are already a number commercially operated throughout East Lothian, see www.eastlothian.gov.uk/electric-east-lothian for more info). Currently grant funding (60% of total capital cost) is only available for On-Street and Destination type chargers where there is still little commercial interest. We would like to make the most of this central government support by being able to use Area Partnership match-funding to fast-track sites we know will be needed in the future. We do not have other resources to provide the 40% top-up required.

We are currently investigating alternative business models to fund even this type of infrastructure once grant funding ceases altogether as we expect there to be pockets of continued market failure. Fundamentally we're not installing chargers where there'll be heavily used but where they won't be – and hence there will be little interest from commercial operators in these sites. The sites identified are the 'socially necessary' sites which will be required to equitable access to charging as part of the 'just transition.

More information about our chargers is available at www.eastlothian.gov.uk/electric-east-lothian

Morag Haddow

Senior Roads Officer | East Lothian Council | 07812 482370 | mhaddow@eastlothian.gov.uk

From: Lennox, Ian

Sent: 05 September 2022 14:44

To: Haig, Doug; Baxter, Stuart; Davie, Simon; McKinlay, Stevie; Govenlock, Diann; Brown, Emma

Cc: Haddow, Morag McCorry, Caitlin; Stubbs, Alan; Redpath, Callum Saunders, Sharon (Head of Communities)

Subject: RE: Cycle racks

Importance: High

Good afternoon, everyone,

Just a wee nudge that I need collated bids with detailed locations from your APs for cycle racks and lowered kerbs by the end of this month.

In addition, it would be helpful to have a direction of travel for the devolved budget so that we can start planning any works required – you will appreciate that the later in the year proposals are put forward, the less likely that it is that we will find anyone with the capacity to undertake the works.

If the APs are looking for solid projects where they may wish to commit part of their devolved budget I would invite them to consider to match funding the installation of Electric Vehicle charging points in the community area. My team will write to each AP in the next few days with proposed locations and indicative costs.

In order to be in a strong position to secure resources – internal or external – to carry out works under the devolved budgets firm proposals should be submitted no later than the end of October.

Regards



Ian Lennox | Team Manager | Asset and Regulatory | Road Services |

Infrastructure | East Lothian Council | John Muir House | Haddington | EH41 3HA



Area Partnership Funding Proposal Form

Before completing this form, please ensure that:

- ❖ You read the appropriate Area Plan prior to submitting your request.
- ❖ You select the appropriate Area Partnership(s)
- ❖ You complete this form fully. We will only consider the information contained within this form.
- ❖ If any changes occur after you send in your application, you must notify the Area Manager.

Area Partnerships

Please indicate the area where people will benefit from this proposal by selecting the box(es) next to the appropriate Area Partnership(s)

REFERENCE NO (Internal only):

All Area Partnerships (please use the links below)	<input type="checkbox"/>
Dunbar and East Linton (Please click on the link to view the Area Plan)	<input type="checkbox"/>
Fa'side (Please click on the link to view the Area Plan)	<input checked="" type="checkbox"/>
Haddington and Lammermuir (Please click on the link to view the Area Plan)	<input type="checkbox"/>
Musselburgh (Please click on the link to view the Area Plan)	<input type="checkbox"/>
North Berwick Coastal (Please click on the link to view the Area Plan)	<input type="checkbox"/>
Preston Seton Gosford (Please click on the link to view the Area Plan)	<input type="checkbox"/>

Organisation Information

1. Details of Organisation

Name: Ruth Davie

Address: Pennypit Community Development Trust, Pagoda, North Grange Avenue, Prestonpans, EH32 9BN

Post Code: EH32 9BN

Daytime Telephone No: 01875 815221

Mobile No: 07515952631

Email: ruth.davie@pennypittrust.com

Website Address (if applicable): pennypittrust.com

2. Main Contact for this Application

Name: Ruth Davie

Position Held: Fundamental Foods Manager – Fa'side Lunch Club Facilitator

Address (if different from above):

Post Code:

If this person has specific communication needs, please provide details:

Daytime Telephone No:

Mobile No: 07515952631

Email: ruth.davie@pennypittrust.com

3. Type of Organisation			
Community Group	<input type="checkbox"/>	Public Sector	<input type="checkbox"/>
		Voluntary/3 rd Sector Organisation	<input checked="" type="checkbox"/>
Other (Please Specify):		Charity No: (if applicable): SC042187	
4. What is the main aim, objectives and activities of your organisation?			
Max 500 Words			
<ul style="list-style-type: none"> • Trusted Partner <p>The work we do matters and is respected by our community, partners and funders</p> <ul style="list-style-type: none"> • Community First <p>Our community counts and is the foundation of our work</p> <ul style="list-style-type: none"> • Caring & Inclusive <p>Our support starts from a position of compassion We help those in need because it's necessary and it matters</p> <ul style="list-style-type: none"> • Belief <p>We believe absolutely in the potential of the people in our community</p> <p>Pennypit Community Development Trust (Pennypit) has been established for 25 years and has a sound understanding of issues facing our local community. A primary aim is to address the high levels of social, health and economic inequalities our communities experience daily. Pennypit is highly visible as our main buildings sit in the heart of the local community and are openly accessible and wholly inclusive. We provide a wide range of services; support and activities that we believe are focused on addressing those said inequalities.</p> <p>We focus on providing opportunities for those experiencing various levels of poverty. Many of our volunteers and staff members have engaged with and participated in services. They received support to meet their needs. This lived experience is invaluable for our development of support services, policies, and practices. Reducing health inequalities is another aim and this is achieved through the provisions of a diverse range of support designed to improve skills, participants' health, and well-being</p> <p>Pennypit work in partnership with statutory and voluntary organisations to share knowledge, skills, and experiences to work collaboratively to increase capacity and build a fairer community. Pennypit advocates developing support and services based on community needs. This is achieved through community consultations that allow the views of the local community to be heard. Community representation is a key area of practice and tries to ensure that all service developments are meaningful and of value to those who participate.</p>			
5. Title of Project Proposal and Project Summary max two lines (to be used in publicity)			
<p>Two strands of funding proposal – key priority is to address inequality</p> <p>Fa'side Lunch Club Provision (October 2022 and February 2023) – Tackling Holiday Hunger and reducing inequalities by providing activity opportunities for 3+ during school holidays – in addition offering volunteering and employability pathways for 12+</p>			
6. Project Outcomes			
<p>Please identify up to three outcomes you will achieve from your project.</p> <p>Outcomes are the difference your project will make</p>			

i.e. 10 young people will be able to access a sports bursary scheme which will **develop their skills and/or improve their wellbeing**

20 vulnerable people will receive meals and befriending which will **reduce their social isolation**

These outcomes are part of the joint recovery priorities in the East Lothian poverty plan and covid 19 recovery and renewal plan to address inequality

These outcomes will have a direct impact as set out in both plans to tackle the effects of poverty

Outcome 1 – Offer 80 places (this is for both October and February provisions) for children and young people – tackle food insecurity in particular holiday hunger by providing 2 meals that are good nutritious food in line with East Lothian Good Food Charter. This programme harnesses the power of choice and dignity ensuring families, children and young people are at the heart of development/planning and delivery.

Outcome 2 - 80 children and young people, improve personal wellbeing through their engagement in a diverse programme of activities that are age appropriate. Providing daily choices and focusing on have fun and enjoyment. Offer transport for those living in rural settings. Provide a fun trip to create positive memories

Outcome 3 -Offer 10 local young people and parents with volunteering opportunities to gain valuable life skills. Work towards or gain saltire, REHIS and first aid qualifications. Empowering communities to build capacity by improving confidence, wellbeing, and resilience amongst young people and parents. Offer 5 parents volunteering opportunities and pathways to employment in a range of roles to develop skills and reduce isolation.

**7. To which of the Area Partnership Plan priorities does your proposal contribute? Please outline how your application will address inequalities?
Max 400 words**

Theme 3.1 We tackle the causes and effects of poverty in East Lothian and we reduce the gap between the richest and the poorest people.

Outcome 3.2 People in East Lothian are enjoying healthier lives.

East Lothian Poverty Plan key priority is to address inequalities and tackle the causes of poverty, this is a priority of Fa'side Lunch club where we develop our outcomes based on 2 key themes of the plan:

-  Improve the life chances of the most vulnerable people in our society
-  Reduce the attainment gap and raise the attainment and achievement of our children and young people

The programme of activities is designed to engage with the hardest to reach and most disadvantaged children and young people across Fa'side. Although the main aim is to target holiday hunger, the programme also offers a diverse range of activities appropriate to age and need of those who attend. We work in collaboration with local partners to offer a broad range of opportunities; these include ELPA, Fraser Centre, Fa'side Connected Communities, Active EL and Fa'side Community Kitchen and Countryside Rangers.

We aim to be inclusive and representative and encourage referrals from statutory and non-statutory organisations. We work closely with education and social work to include care experienced. We offer transport to break down barriers, especially families who live in rural areas of Fa'side where transport is limited or expensive. We work in partnership with the local library service to encourage literacy and numeracy, tailoring activities so participants are continuing their pathway of education albeit through play. Working alongside education we gather information on individuals to close the attainment gap and aim to work with them to encourage learning through the lunch club and home environment during holidays.

We provide 2 meals per session- brunch and lunch and there is snacks available throughout the day. At the front of the school there is a food and basics pantry, and we promote food share using a message of climate/sustainable approach to redistribute surplus food. There is also a hardship fund (funded by Fa'side ccAP) to provide utility top ups or small payments for everyday essentials, we aim families to utilise the

hardship fund where families have exhausted other welfare supports. We promote EL Foodbank, VCEL and FCK to offer further food support. Through evidence-based evaluations families have reported the additional financial stress school holiday time can be – we aim to tackle financial hardship and alleviate stress caused by the impact of poverty.

Using evidence-based evaluations and listening to families/carers and children we develop our programmes based on what is needed and outcomes from the evaluations shape and design the service provision. We use a rights-based approach to be inclusive to families, children and young people and use the Scottish Governments dignity principles in practice, so people feel valued and listened to without feeling judged. We aim provide all aspects of our provisions with a dignified approach. We aim to provide all staff and volunteers with dignity training or work towards attending training to ensure we apply our values where we can. There is an increasing trend in referrals for ‘in work families’ accessing food support. This is evidenced in data shown from EL foodbank data and EL Friendly food network (ELFFN). This increase in demand is also shown in an uptake of new referrals for Lunch club support and this may continue as the cost-of-living crisis deepens especially over the winter months.

8. How does your project support communities recovering from COVID?

Max 200 words

COVID-19 has exacerbated inequalities and the EL Covid 19 recovery and renewal plan aims to address these inequalities and have set out key priorities to improve opportunities for those most disadvantaged. Two of the key priority areas is

1.Support our communities to tackle inequality and social exclusion

The action from the plan is to implement East Lothian poverty plan and under one of the 7 key outcomes is ‘educated’, under section 4.3 the plans main outcome is to expand efforts to address food insecurity. Evidence based evaluations have shown Fa’side families are less stressed by the financial burden of holiday time, and this is reducing the impact of food insecurity. Evidence from these evaluations also report children and their families are less hungry and better nourished. The recovery plan also encourages volunteering and building resilience. FLC provided opportunities for young people to volunteer and offers training and gain invaluable life skills which have led to employment opportunities for many people who have volunteered since we were established in 2017.

9. How does your proposal help meet the East Lothian Plan outcomes?

[\(Please click on the link to view the East Lothian Plan 2017 - 27\)](#) [Summary of East Lothian Plan 2017-27](#)

Theme - Prosperous

Outcome 1.1: East Lothian people are working, are free from in-work poverty and are able to develop and improve their work skills

X

Outcome 1.2: Local businesses are thriving and the business base is expanding.

Outcome 1.3: People and businesses in East Lothian have better access to digital infrastructure and the digital skills they need.

Theme - Community-minded

Outcome 2.1: East Lothian has strong resilient communities where people respect and support each other.

X

Outcome 2.2: East Lothian People can live affordably and contribute to a thriving community life in a high-quality environment.

Theme - Fair

Outcome 3.1: We tackle the causes and effects of poverty in East Lothian and we reduce the gap between the richest and the poorest people.

X

10. Proposal Description

❖ What evidence do you have that demonstrates the need for this proposal [click to see Area Partnerships](#) How the local community has been involved in the development of this proposal?
Max 100 words

Pennypit Trust were part of the multi-agency working group to develop the 2021-2023 East Lothian Poverty plan. The Pennypit Trust represented the views of ‘lived experience affected by and living in poverty’ from Fa’side Lunch Club. In addition, evidence-based evaluations from Fa’side LCs demonstrate the impact and differences in tackling food poverty and offering a rights based approach to good food. Outcomes and actions of the FLC are also part of the covid 19 east Lothian recovery and renewal plan.

❖ How will you ensure that this proposal reaches those in your community who need it most?
Max 100 words

Fa’side LCs are a partnership initiative with local statutory and non-statutory organisations including education, social work, health, VCEL, FCK and ELFFN. This approach aims to promote and include families/carers in an inclusive and rights-based way to engage with those who need it most. FLC is a provision which aims to empower families/carers to reduce the stress of additional financial hardship school holidays can bring and offer opportunities and space for families to have fun. FLC also has been established since 2017 and has strong partnership links with communities, especially families who experience poverty through several determinants of health.

❖ How will you promote and publicise your proposal?
Max 100 words

We share all our communications with local partners and have discussions with education, health, and social work to be inclusive to all. We use social media and local networks to promote and publicise this provision. The Pennypit Trust is a member of forums and networks, this helps support families/carers with lived experience to have a voice and platform to share experiences that can shape and design services to address community need.

❖ How will this proposal be sustained, if applicable?
Max 100 words

Holiday hunger provisions are part of the council budget and EL child poverty plan. Pennypit Trust is also successful in securing other pots of funding to secure project costs to offer further opportunities for participants. Project funding aims to increase capacity and offer other opportunities to build and create positive relationships and memories for participants. Fa’side lunch club was established in 2017 and continued to make a social impact for the Fa’side community. These differences are monitored and evaluated on a regular basis using several different tools. This evidence-based information informs council services and third sector to demonstrate impact and has been instrumental in developing local and national strategies.

❖ What the funding will be used for i.e. what you intend to do, where it will take place and which other organisation(s) would be involved, if applicable?
Max 100 words

Fa’side lunch club provision – offer 80 places and 10 volunteer placements for parents and young people.
 Venue – Sandersons Wynd Primary School
 Partnership with ELPA, Active EL, cash4kids, VCEL, FCK, TACC and Fa’side connected communities.

11. How will you monitor, measure and evaluate the proposal outcomes?

**11.1 How many people will
 a. directly benefit from the funded project?**

Children	200	Young People	100
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Adults	130	Elderly People	30
b. indirectly benefit from the funded project? (i.e. families members or wider community)			
Children	200	Young People	100
Adults	130	Elderly People	60
11.2 How will you evaluate and measure the impact for local people? (e.g. what evidence will you gather?) – Click here for Evaluation Support Scotland website			
Pennypit Trust uses evaluation tools appropriate to age and consider literacy when collecting data so use different methods to gather information. We respect and are inclusive to ensure we collect the information in a dignified manor where people feel safe to report. We use qualitative and quantitative tools to collect and report evaluations.			
11.3 How will you know the outcomes have been achieved? (e.g. the difference you want to make?)			
Outcome 1: Reduce inequalities – tackle holiday hunger			
Outcome 2: Improve social wellbeing			
Outcome 3: provide volunteering and employability skills			
12 What are your key milestones or indicators of success? (e.g. what do you plan to do and when?)			
October/February Lunch Club Provide 2 meals – one hot meal to 80 children and young people Provide daily pantry and basic banks to families/children and young people – 150 contacts 80 children and young people are happy returning to school and have positive memories to share with peers Reduce financial stress Provide a range of activities for participants utilising green spaces Collaborate with a range of local agencies and report impact of lunch club provision Provide trip – have fun and build positive relationships			
13 When will it happen?1			
Expected Start Date: (Month/Year)	October 17 th – 21 st 2022 February 13 th – 17 th 2023	Expected End Date: (month/year)	
Finance			
14. Amount Requested	£6074 Fa'side Lunch Club (Oct £3,037 / Feb £3,037)		
15. Total Cost of the Proposal	£8074		
16. If you have secured or requested any other funding for your proposal, please provide details			
Funder	Amount	Confirmed/Pending - decision date	
Cash4kids – Food	£2000	Confirmed (October – Feb)	
17. Please provide a breakdown of the expenditure to be incurred on this proposal.			
Items to be purchased or activity to be supported with workings i.e. 10 pots of paint £2 x 10	Supplier	Cost	

Sessional Staff Costs – 1 week October LC 2022	Sessional Staff	£2387.00 x 2 (oct/feb)
Staffing costs 1 x lead Lunch club £15 PH x 5 hours per day x 5 days = £375 (additional 2 hours for trip) = £405 1 x Assistance lead Lunch club £15 PH x 3 hours per day x 5 days = £225 (additional 2 hours for trip) = £275 1 activity lead @13.50ph x 3 hours per day x 5 days= £202.50 (additional 2 hours for trip)=£229.50 1 activity lead @ £13.50PH x 4 hours per day x 5 days= £270 (additional 2 hours for trip) £297 4 x activity workers @ £11ph x 3 hours per day x 5 days = £660 (additional 8 hours for trip) £748 2 x food workers @ £12.50PH x 3 hours per day x 5 days = £187.50 (additional 2 hours for trip) £212.50 Development and evaluation @ £11ph x 20 hours = £220		£4774
Volunteering	Various	£100 x 2 £200
Resources (arts and crafts)	Various	£100 x 2 £200
Transport FLC are required to use EL registered providers for transport	ACs taxis	£450 x 2 £900
Total Cost of Proposal:		£6074
18. Governance/Supporting Documents (If you are an existing group/charity or organisation).		
Please tick the box(es) below to indicate that you have included the following documents with your completed Funding Proposal Form. (Please refer to guidance note before completing this question)		
Most recent Annual Accounts		<input checked="" type="checkbox"/>
Most recent Bank Statements for all accounts (past 3 months)		<input checked="" type="checkbox"/>
Does the organisation have a bank account with at least 2 unrelated signatories	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Constitution, Memorandum or Articles of Association		<input checked="" type="checkbox"/>
Equalities policy/statement or your commitment to equalities?		<input checked="" type="checkbox"/>
If you are a new group or just forming, please provide some information about your organisation. (This could include a letter of support from a constituted body such as community council, trusts, charities, schools, church, TRA's etc.)		<input type="checkbox"/>
Other supporting documents (if applicable) – :		<input type="checkbox"/>
Declaration		
❖ I/we confirm that the information set out in this Funding Proposal Form, any appendices and any enclosed accompanying documents are correct.		<input checked="" type="checkbox"/>
❖ I/we confirm that if funding is awarded, the funds will be used in accordance with the purposes set out in this proposal.		<input checked="" type="checkbox"/>
❖ I/we confirm if there are any significant changes to the proposal or the project/initiative, the Area Manager will be informed immediately.		<input checked="" type="checkbox"/>

❖ I/we confirm that any funds not used for the purpose outlined in this proposal will be returned immediately to the Area Partnership.	<input checked="" type="checkbox"/>
❖ I/we agree to provide an interim report on the agreed date(if required)	<input checked="" type="checkbox"/>
❖ I/we agree to provide an end of project monitoring and evaluation report, including a financial report, within 2 months of project completion date. Future funding will not be considered from organisations who have outstanding evaluation reports.	<input checked="" type="checkbox"/>
❖ I/we confirm that staff or volunteers delivering this proposal are registered with the Protecting Vulnerable Groups Scheme if applicable? Click here for link	<input checked="" type="checkbox"/>
❖ I/we confirm that the employer will be responsible for all staff employment rights associated with this proposal and not East Lothian Council and/or the Area Partnership.	<input checked="" type="checkbox"/>
❖ I/we confirm that the employer will meet IR35 requirements https://www.gov.uk/guidance/ir35-find-out-if-it-applies	<input checked="" type="checkbox"/>
❖ I/we confirm that the host organisation delivering this proposal or any part of it has adequate insurances (e.g. Employer, Public liability and/or Professional indemnity insurance as appropriate).	<input checked="" type="checkbox"/>
❖ I/we confirm that we meet relevant responsibilities under the General Data Protection Regulation click here and Data Protection Act 2018 click here	<input checked="" type="checkbox"/>
Signed: <u></u>	Print Name: <u>RUTH DAVIE</u>
Designation: <u>MANAGER FUNDAMENTAL FOODS</u>	Date: <u>11/10/22</u>
Applicant or on behalf of the organisation requesting funding	
Signed: _____	Print Name: _____
Connected Communities Manager	Date: _____
When completed please email this form to: areapartnership@eastlothian.gov.uk	

Item 10 A 2 – Meeting papers 9/11/22

Delegated Authority - October 2022 and February 2023 Lunch clubs

From: Axon, Bill
Sent: 12 October 2022 09:32
To: Davie, Simon <sdavie@eastlothian.gov.uk>; Deborah Middlemass
Cc: MacLennan, Lorna <Imaclennan@eastlothian.gov.uk>
Subject: RE: October-February Fa'side Lunch club application
Importance: High

Simon, based on unquestionable need and previous Partnership decisions it would be wrong not to provide such provision to disadvantaged young people within our communities. It's absolutely vital that those at risk are provided with a hot meal that is not only nourishing but healthy.

On this occasion, especially as the time for a decision is so tight, you have explained and advised it's essential to give a minimum of two weeks' notice in future and we have the necessary paperwork/application, please accept this email as my **approval under delegated authority**.

Whilst, I accept this should only be done in exceptional circumstances, I believe in this case it meets that threshold or the ability to organise may be compromised, which would not be in the best interest of coordinators, volunteers or most importantly those that require our empathy and support through no fault of their own.

I am happy for this email to be shared with all partnership members.

Warm regards

Bill

From: Davie, Simon <sdavie@eastlothian.gov.uk>
Sent: 11 October 2022 17:25
To: Axon, Bill <baxon@enjoyleisure.com>; Deborah Middlemass
Cc: MacLennan, Lorna <Imaclennan@eastlothian.gov.uk>
Subject: FW: October-february Fa'side Lunch club application
Importance: High

Hi Bill,

As discussed, please find attached an application for the October and February Lunch clubs. Ruth has indicated that she has been overrun recently with a range of requests around food provisions and the cost of living crisis and other evaluations.

I have advised Ruth that in future we need at least 2 weeks' notice, to allow us to email our members.

We have our Educations based Holiday Hunger funding through ELC. The total we have each year is £6,600 and to date we have allocated £3,916 from this fund; as the Pennypit were able to access Scottish Government funding to fully cover the costs of the Summer lunch club activities. Due to this, we still have £2,684 still to allocate from this sum.

As a result, Pennypit have asked us to support their activities across both weeks, at a cost of £6,074 for the 2 weeks (one in October and one in February). This will see 80 children (3+) able to access the lunch clubs, provided with a

hot meal and participate in a range of activities (alongside some other key partners). In addition, there are 10 volunteering opportunities provided to young people (12+) who support our club, the children and the activities.

Cost/support summary

1. £6,074 (£3,037 per week) – Lunch club
2. £2,684 – Education Holiday Hunger – Fa'side
3. £3,390 = Total cost of running 2 lunch clubs in October and February (if approved)

At present we still have £25,917 still to allocate.

Can you please confirm if you want me to send out this application for members to vote on (I would need to do this tomorrow morning and ask them to send me a return by either Friday or Sunday) or if you want to make a delegated authority decision?

I can confirm that we have all of the relevant paperwork, although following a recent internal audit Pennypit still have to update one policy and are yet to finalise their accounts.

Happy to discuss further.

Kind regards

Simon

From: ruth davie

Sent: 11 October 2022 11:04

To: ruth.davie@pennypittrust.com; Davie, Simon <sdavie@eastlothian.gov.uk>; MacLennan, Lorna <lmaclellan@eastlothian.gov.uk>

Subject: October-february Fa'side Lunch club application

Good Morning

Huge apologies for late application - this application is for October and February lunch club provisions

thanks ruth

Ruth Davie

Community Nutritionist

Pennypit Community Development Trust

Fundamental Foods

NHS Coronavirus Information



Area Partnership Funding Proposal Form

Item 10 A III – Meeting paper 9/11/22

Before completing this form, please ensure that:

- ❖ You read the appropriate Area Plan prior to submitting your request.
- ❖ You select the appropriate Area Partnership(s)
- ❖ You complete this form fully. We will only consider the information contained within this form.
- ❖ If any changes occur after you send in your application, you must notify the Area Manager.

Area Partnerships

Please indicate the area where people will benefit from this proposal by selecting the box(es) next to the appropriate Area Partnership(s)

REFERENCE NO (Internal only):

All Area Partnerships (please use the links below)	<input type="checkbox"/>
Dunbar and East Linton (Please click on the link to view the Area Plan)	<input type="checkbox"/>
Fa'side (Please click on the link to view the Area Plan)	<input checked="" type="checkbox"/>
Haddington and Lammermuir (Please click on the link to view the Area Plan)	<input type="checkbox"/>
Musselburgh (Please click on the link to view the Area Plan)	<input type="checkbox"/>
North Berwick Coastal (Please click on the link to view the Area Plan)	<input type="checkbox"/>
Preston Seton Gosford (Please click on the link to view the Area Plan)	<input type="checkbox"/>

Organisation Information

9. Details of Organisation

Name: Ruth Davie

Address: Pennypit Community Development Trust, Pagoda, North Grange Avenue, Prestonpans, EH32 9BN

Post Code: EH32 9BN

Daytime Telephone No: 01875 815221 **Mobile No:** 07515952631

Email: ruth.davie@pennypittrust.com

Website Address (if applicable): pennypittrust.com

10. Main Contact for this Application

Name: Ruth Davie

Position Held: Fundamental Foods Manager – Fa'side Lunch Club Facilitator

Address (If different from above):

Post Code:

If this person has specific communication needs, please provide details:

Daytime Telephone No:

Mobile No: 07515952631

Email: ruth.davie@pennypittrust.com

11. Type of Organisation		
Community Group <input type="checkbox"/>	Public Sector <input type="checkbox"/>	Voluntary/3 rd Sector Organisation <input checked="" type="checkbox"/>
Other (Please Specify):		Charity No: (if applicable): SC042187
12. What is the main aim, objectives and activities of your organisation? Max 500 Words		
<ul style="list-style-type: none"> • Trusted Partner The work we do matters and is respected by our community, partners and funders • Community First Our community counts and is the foundation of our work • Caring & Inclusive Our support starts from a position of compassion We help those in need because it's necessary and it matters • Belief We believe absolutely in the potential of the people in our community <p>Pennypit Community Development Trust (Pennypit) has been established for 25 years and has a sound understanding of issues facing our local community. A primary aim is to address the high levels of social, health and economic inequalities our communities experience daily. Pennypit is highly visible as our main buildings sit in the heart of the local community and are openly accessible and wholly inclusive. We provide a wide range of services; support and activities that we believe are focused on addressing those said inequalities.</p> <p>We focus on providing opportunities for those experiencing various levels of poverty. Many of our volunteers and staff members have engaged with and participated in services. They received support to meet their needs. This lived experience is invaluable for our development of support services, policies, and practices. Reducing health inequalities is another aim and this is achieved through the provisions of a diverse range of support designed to improve skills, participants' health, and well-being</p> <p>Pennypit work in partnership with statutory and voluntary organisations to share knowledge, skills, and experiences to work collaboratively to increase capacity and build a fairer community. Pennypit advocates developing support and services based on community needs. This is achieved through community consultations that allow the views of the local community to be heard. Community representation is a key area of practice and tries to ensure that all service developments are meaningful and of value to those who participate.</p>		
13. Title of Project Proposal and Project Summary max two lines (to be used in publicity)		
<p>Key priority: address inequality</p> <p>Fa'side Festive Provision – addressing inequalities over festive period to tackle financial hardship and poverty related issues such as fuel poverty, food poverty, winter essentials and social isolation.</p>		

14. Project Outcomes

Please identify up to three outcomes you will achieve from your project.

Outcomes are the **difference your project will make**

i.e. 10 young people will be able to access a sports bursary scheme which will **develop their skills and/or improve their wellbeing**

20 vulnerable people will receive meals and befriending which will **reduce their social isolation**

These outcomes are part of the joint recovery priorities in the East Lothian poverty plan and covid 19 recovery and renewal plan to address inequality – These outcomes will have a direct impact as set out in both plans to tackle the effects of poverty

Outcome 1 – Tackle food poverty/insecurity to Fa’side residents who are experiencing financial difficulties over festive period. By providing a range of food-based interventions and other support. We will do this in partnership with cash4kids, EL foodbank, connected communities’ team and PCDT to deliver jingle bags, new year bags, winter essentials, fuel top ups, vouchers and cash4kids to 350 households (800 contacts) – **This is a 10% increase from 2021.**

Outcome 2 – Improve wellbeing and reduce isolation by providing a range of festive provisions and support to improve the life of Fa’side residents. Provide 40 plated meals on Christmas and New year dinners to socially isolated and most vulnerable on Christmas day and new year – along with a gift to open on Christmas day. This will be delivered by a team of volunteers and FCK (Fa’side Community Kitchen)

Outcome 3 – empower communities to build capacity and share knowledge and skills. Last year over 51 volunteers, mainly Fa’side residents helped us deliver parcels, winter essentials and food – showing amazing community spirit. This helps communities become stronger and unified by understanding the complex nature of poverty and how communities can be empowered to help each other tackle poverty. Volunteers who helped deliver did so with compassion and understanding and this was reported in the Fa’side festive 2021 evaluation.

15. To which of the Area Partnership Plan priorities does your proposal contribute? Please outline how your application will address inequalities? Max 400 words

Theme 3.1 We tackle the causes and effects of poverty in East Lothian and we reduce the gap between the richest and the poorest people.

Outcome 3.2 People in East Lothian are enjoying healthier lives.

East Lothian Poverty Plan key priority is to address inequalities and tackle the causes of poverty, this is a priority of Fa’side Lunch club where we develop our outcomes based on 2 key themes of the plan:

-  Improve the life chances of the most vulnerable people in our society
-  Reduce the attainment gap and raise the attainment and achievement of our children and young people

Pennypit Community Development Trust along with 'Fa'side Connected Communities Team' and Fa'side Food Provision aims to deliver Fa'side Festive Provision. This is a partner led initiative and will seek funding from a variety of sources including Fa’side AP to tackle financial hardship over the festive period.

Christmas can be a time of financial hardship for many families. To ease the burden of an extra expense, the partnership provided in 2021, 271 gifts, worth £15,125 to children and young people aged between 0-18 years old. The gifts were provided by Radio Forth, Cash4Kids/Mission Christmas Appeal. Generous donations from Fa'side Community in partnership with FCK allowed us to buy additional gifts for older age group. In 2022 to allow us to target 14–18-year-olds as this is a target group which Cash4kids struggles to collect donations. This partnership will seek funding from AP to buy essential vouchers and gifts aimed towards this age group. In addition, we will buy gifts for older people who are isolated to open on Christmas day when we deliver their plated meals.

Children and young people who experience opportunities and receive nutritious good food contributes to their education and reducing the attainment as they return to school, happy, fed and healthy.

16. How does your project support communities recovering from COVID?
Max 200 words

COVID-19 has exacerbated inequalities and the EL Covid 19 recovery and renewal plan aims to address these inequalities and have set out key priorities to improve opportunities for those most disadvantaged.

1.Support our communities to tackle inequality and social exclusion

In 2021 the festive provision seen a rise of 45% from 2020. This stark rise in referrals will continue to rise with the worrying cost of living crisis. These figures will continue to widen the gap amongst the most in need and a new worrying trend of low-income families. Many low-income families after COVID were struggling and now with financial increase on daily living there will be an ever increasing need to support more people. East Lothian Foodbank figures are showing the main source of referrals are low-income families which we expect to see in the festive referral as well.

9. How does your proposal help meet the East Lothian Plan outcomes?

[\(Please click on the link to view the East Lothian Plan 2017 - 27\)](#) [Summary of East Lothian Plan 2017-27](#)

Theme - Prosperous

Outcome 1.1: East Lothian people are working, are free from in-work poverty and are able to develop and improve their work skills

Outcome 1.2: Local businesses are thriving and the business base is expanding.

Outcome 1.3: People and businesses in East Lothian have better access to digital infrastructure and the digital skills they need.

Theme - Community-minded

Outcome 2.1: East Lothian has strong resilient communities where people respect and support each other.

Outcome 2.2: East Lothian People can live affordably and contribute to a thriving community life in a high-quality environment.

Theme - Fair

Outcome 3.1: We tackle the causes and effects of poverty in East Lothian and we reduce the gap between the richest and the poorest people.

Outcome 3.2: People in East Lothian are enjoying healthier lives.

10. Proposal Description

❖ What evidence do you have that demonstrates the need for this proposal [click to see Area Partnerships](#) How the local community has been involved in the development of this proposal?

Max 100 words

Pennypit Trust were part of the multi-agency working group to develop the 2021-2023 East Lothian Poverty plan. We continue to be represented on the current plan as an essential partner to collect statistics and data that helps shape and design local and national strategies. The Pennypit Trust use a rights-based approach to include lived experience to represent views and real-life experiences of poverty and the impact on wellbeing. The trust provides regular evidence-based evaluations to demonstrate the impact and differences of service provision.

❖ How will you ensure that this proposal reaches those in your community who need it most? Max 100 words
This partnership led initiative works by reducing duplication with partners cross referencing referrals. Fa'side Festive Provision starts planning in August with several partners and this continues throughout the months to include how to reach those most in need. We use our partners trusted relationships to target those most in need. An example of a trusted partnership is Fa'side Lunch Club which was established in 2017. Over the years we have worked with families in need to directly support tackling inequalities. This provision has built up positive working relationships, so families can trust us to have open and honest conversations about targeting their needs. Fa'side Connected Communities are instrumental in collecting the data so we can measure the impact and share this amongst invested partners.
❖ How will you promote and publicise your proposal? Max 100 words
We share all our communications with local partners and have discussions with education, health and social work to be inclusive to all. We use social media and local networks to promote and publicise this provision. The Pennypit is part of APs health and wellbeing sub group and works alongside third sector VCEL and strategic partnerships. Pennypit Trust also manages East Lothian Friendly Food Network which shares good practice amongst food provisions across east Lothian and has been instrumental in developing the 'Good Food Charter'.
❖ How will this proposal be sustained, if applicable? Max 100 words
Pennypit Trust is mainly funded via the one partnership council fund and is valued to provide services to tackle health inequalities. The Trusts core values align with Fa'side Area Plan and East Lothian plan. We aim to address inequalities by working with partners to make differences and provide opportunities to Fa'side communities.
❖ What the funding will be used for i.e. what you intend to do, where it will take place and which other organisation(s) would be involved, if applicable? Max 100 words
<p>Providing a range of support to those most in need who are worrying about financial pressures of Christmas and festive period. This will take place in several venues across fa'side including st martins church hall. This will include all Fa'side areas.</p> <p>Partnerships</p> <p>EL Foodbank</p> <p>EL friendly food network</p> <p>Connected EL - Fa'side Team</p> <p>FCK</p> <p>VCEL</p> <p>Fa'side Lunch Club</p> <p>Recharge</p> <p>Fraser Centre</p> <p>Homestart</p> <p>Roots and Fruits</p> <p>EL housing (homelessness)</p> <p>Education</p> <p>Churches</p> <p>MELDAP</p>

Fareshare (ALDI, Tesco and Coop)			
11. How will you monitor, measure and evaluate the proposal outcomes?			
13.1 How many people will			
c. directly benefit from the funded project?			
Children	250	Young People	150
Adults	200	Elderly People	40
d. indirectly benefit from the funded project? (i.e. families members or wider community)			
Children	250	Young People	150
Adults	160	Elderly People	70
13.2 How will you evaluate and measure the impact for local people? (e.g. what evidence will you gather?) – Click here for Evaluation Support Scotland website			
Pennypit Trust uses evaluation tools appropriate to age and consider literacy when collecting data so use different methods to gather information. We respect and are inclusive to ensure we collect the information in a dignified manor where people feel safe to report. We use qualitative and quantitative tools to collect and report evaluations.			
13.3 How will you know the outcomes have been achieved? (e.g. the difference you want to make?)			
Outcome 1: Reduce inequalities – tackle holiday hunger			
Outcome 2: improve wellbeing			
Outcome 3: provide volunteering and employability skills			
14 What are your key milestones or indicators of success? (e.g. what do you plan to do and when?)			
Fa'side Festive Provision Provide 40 hot meals for elderly and isolated on christmas and new year day – volunteers will deliver Provide 180 jingle bags to fa'side residents that are most disadvantaged Provide 200 children and young people in Fa,side with winter essentials Provide 260 children and young people in Fa'side with presents			
15 When will it happen?			
Expected Start Date: (Month/Year)		Expected End Date: (month/year)	
Fa'side festive provision November 2022		Fa'side festive Provision December/January 2022/23	
Finance			
14. Amount Requested	£ 11,070.00		
19. Total Cost of the Proposal	£ 25,334.24		
20. If you have secured or requested any other funding for your proposal, please provide details			
Funder	Amount	Confirmed/Pending - decision date	
Fa'side Festive provision			

Cash4Kids (Presents – unconfirmed amount)		Pending
East Lothian Food bank (PSG and Fa'side) Jingle and new year bags (350 food bags Fa'side households)	£13,264.24 (6632.12)	pending
Tartan Army Children's Fund (winter essentials)	£500 (split)	pending
Gofundme	£500 (split)	Pending (total to reach £1000)
21. Please provide a breakdown of the expenditure to be incurred on this proposal.		
Items to be purchased or activity to be supported with workings i.e. 10 pots of paint £2 x 10	Supplier	Cost
Fa'side Festive Provision		
Hardship Fund (provide fuel tops ups, vouchers to those most in need – work in partnership with VCEL pantry to offer this support including Saturday kitchen)	Various	£1500
Winter Essential (aim to provide 250 winter essentials to children and young people in Fa'side @£25 per item = £6250) Gofundme £1000 target (£500 confirmed) Tartan army Charity £500 pending Fa'side AP £4000 pending	Various	£6250
Teenage gifts (vouchers and gifts) 30 @ £30 = £900 Older people gifts 40 gifts @£20 = £800	Various	£1700
Sessional staff costs (2 members of staff) £11PH x 60 hours x 2 =£1320 In kind 4 Pennypit staff, 2 FCK staff		£1320
Volunteer expenses	Fuel and resources	£300
Total Cost of Proposal:		£25,334.24
22. Governance/Supporting Documents (If you are an existing group/charity or organisation).		
Please tick the box(es) below to indicate that you have included the following documents with your completed Funding Proposal Form. (Please refer to guidance note before completing this question)		
Most recent Annual Accounts		<input checked="" type="checkbox"/>
Most recent Bank Statements for all accounts (past 3 months)		<input checked="" type="checkbox"/>
Does the organisation have a bank account with at least 2 unrelated signatories	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

Constitution, Memorandum or Articles of Association	<input checked="" type="checkbox"/>
Equalities policy/statement or your commitment to equalities?	<input checked="" type="checkbox"/>
If you are a new group or just forming, please provide some information about your organisation. (This could include a letter of support from a constituted body such as community council, trusts, charities, schools, church, TRA's etc.)	<input type="checkbox"/>
Other supporting documents (if applicable) – :	<input type="checkbox"/>

Declaration

❖ I/we confirm that the information set out in this Funding Proposal Form, any appendices and any enclosed accompanying documents are correct.	<input checked="" type="checkbox"/>
❖ I/we confirm that if funding is awarded, the funds will be used in accordance with the purposes set out in this proposal.	<input checked="" type="checkbox"/>
❖ I/we confirm if there are any significant changes to the proposal or the project/initiative, the Area Manager will be informed immediately.	<input checked="" type="checkbox"/>
❖ I/we confirm that any funds not used for the purpose outlined in this proposal will be returned immediately to the Area Partnership.	<input checked="" type="checkbox"/>
❖ I/we agree to provide an interim report on the agreed date(if required)	<input checked="" type="checkbox"/>
❖ I/we agree to provide an end of project monitoring and evaluation report, including a financial report, within 2 months of project completion date. Future funding will not be considered from organisations who have outstanding evaluation reports.	<input checked="" type="checkbox"/>
❖ I/we confirm that staff or volunteers delivering this proposal are registered with the Protecting Vulnerable Groups Scheme if applicable? Click here for link	<input checked="" type="checkbox"/>
❖ I/we confirm that the employer will be responsible for all staff employment rights associated with this proposal and not East Lothian Council and/or the Area Partnership.	<input checked="" type="checkbox"/>
❖ I/we confirm that the employer will meet IR35 requirements https://www.gov.uk/guidance/ir35-find-out-if-it-applies	<input checked="" type="checkbox"/>
❖ I/we confirm that the host organisation delivering this proposal or any part of it has adequate insurances (e.g. Employer, Public liability and/or Professional indemnity insurance as appropriate).	<input checked="" type="checkbox"/>
❖ I/we confirm that we meet relevant responsibilities under the General Data Protection Regulation click here and Data Protection Act 2018 click here	<input checked="" type="checkbox"/>

Signed:  Print Name: RUTH DAVIE
 Designation: MANAGER FUNDAMENTAL FOODS Date: 25/10/22

Applicant or on behalf of the organisation requesting funding

Signed: _____ Print Name: _____
 Connected Communities Manager Date: _____

When completed please email this form to: areapartnership@eastlothian.gov.uk

Item 11 i Fa'side Area Partnership update – 9/11/22

Dear Local Area Partnerships,

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

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

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

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

User and Business/organisation engagement

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

Marketing, events and sponsorship

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

Upcoming meetings and engagement

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

Next steps

- Attendance at the events above to promote user engagement
- Continuing to build relationships with our current businesses and organisation on the platform to ensure they are fully utilising SOLE through 1:1 and group workshops
- Marketing promotion via social media, including promoting local businesses
- Sponsorship including providing businesses and organisations with £100 to set up an offer on the platform
- Relationship building between local businesses and organisations to encourage community building

- Working with East Lothian Ladies
- Reaching out to local schools to explore opportunities of implementing SOLE into the curriculum

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

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

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

Best wishes
Dawn Alexander
Dawn@sole.scot

Community Engagement Specialists for SOLE

Dawn Alexander dawn@sole.scot
Rhona Hartley rhona@sole.scot
Emma Luna Borrás emma@sole.scot

Item 11 i - Fa'side Area Partnership meeting 9th November 2022

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

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

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

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

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

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

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

4. New profiles can be shared across our social media platforms SOLE Scotland on Facebook and Instagram - just let us know if this is something you'd like us to support you with.
5. There is budget available to allow you to set up promotional offers through the app (£100 per business), which we can cover the cost off (subject to availability)

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