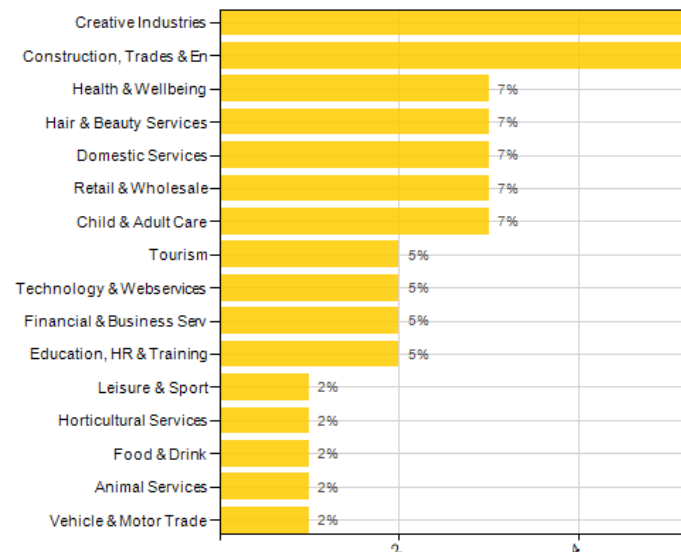


Action Sheet
PPRC – 2024/2025 Session

Meeting Date	Agenda Item	Action	Responsible Officer(s)	Response	Completed Date
19.09.24	2. 2023/24 Q4 & 2024/25 Q1 Performance Indicator Reports	Councillor Menzies requested detail on food hygiene checking.	Caroline Rodgers	<p>Food business inspections are scheduled by the level of risk associated with the type of business. The reports provided to PPRC focus on high-risk food businesses only and there were no high risk inspections carried out during the reporting period, however other inspections were carried out as scheduled.</p> <p>In Q4 2023/24 and Q1 2024/25 there were 69 samples taken along with 390 interventions and 168 enforcements.</p>	23.10.24
19.09.24	2. 2023/24 Q4 & 2024/25 Q1 Performance Indicator Reports	Councillor Menzies requested detail on Business Gateway startups.	Sarah Fortune / Gary Stewart	<p>In general we see micro and SMEs starting up in EL. Our business base is primarily made up of this sector. Where there is a lower projected job creation there will have been a number of sole traders and very small businesses who are not anticipating growth. For example we had a push on childminder start-ups as there is lack of provision in that area.</p> <p>It is up to an individual or organisation to decide the type of business model they adopt and for many as sole traders job creation is not in their plans. However, we do assist businesses where there is the opportunity to create jobs to do that. In the current climate with so many pressures on business we are not seeing evidence of an appetite for growth.</p> <p>Q1 2024/25</p>	11.12.24



Our services are accessible to all areas equitably. We deliver: online webinars and have an online suite of resources; in person workshops and events; 1 to 1 meetings with bespoke follow up; we are happy to hold drop-in session throughout the region where there is a demand (currently these are regularly held at The Ridge in Dunbar a similar pilot was delivered in Tranent); and attend where appropriate events organised by other agencies. Our advisors can meet businesses at a location convenient to them. We are offering start-up grants as part of our UKSPF Support for Local Business funding. Business Gateway does not track poverty and inequality data. However, we track location of business start-ups annually using data which is consistent across the BG network from the BankSearch Agency (note that this data captures those businesses who have opened first current accounts from bank's small business product ranges and covers more businesses than those who will engage via our BG service).

From that data in 2023 the numbers are:

Dunbar & East Linton	56
Haddington & Lammermuir	75

				Musselburgh 88 North Berwick Coastal 59 Preston, Seton and Gosford 61 Tranent, Wallyford and Macmerry 108	
19.09.24	2. 2023/24 Q4 & 2024/25 Q1 Performance Indicator Reports	Tom Reid stated he was happy to have a conversation offline with Councillor McIntosh re encouraging attendance at Enjoy Leisure facilities.	Tom Reid	Meeting arranged via Teams. Offer of additional meeting made but not requested.	19.12.24
19.09.24	2. 2023/24 Q4 & 2024/25 Q1 Performance Indicator Reports	Councillor McIntosh requested detail on how the 18 young people had left foster care.	Lindsey Byrne	Information requested and is being collated manually.	
19.09.24	3. Annual and 'Top 50' Council Plan Performance Indicators Report	Councillor McIntosh requested detail on tenants not paying rent due to the condition of their properties.	Wendy McGuire	Awaiting info.	
19.09.24	3. Annual and 'Top 50' Council Plan Performance Indicators Report	Councillor McIntosh requested detail on the 5% lowest paid women.	Sarah Fortune	Awaiting on updated equalities report.	

19.09.24	3. Annual and 'Top 50' Council Plan Performance Indicators Report	Councillor Findlay requested detail on the reason for drop off after Bronze DofE Awards and action to encourage participation.	Caroline Rodgers	The high schools tend to focus on offering the bronze award to as many pupils as they can. There will always be a drop off from bronze awards to silver and gold, and there is less demand for silver and gold as this coincides with more challenging times for pupils as they progress through their school careers and sit exams. There is some interest from other groups, including parent led groups, in supporting young people through the awards, however this is a big ask as they need to complete a recruitment process i.e. application, references, PVG and the mandatory training. The focus for East Lothian Duke of Edinburgh at the moment is closing the gap between the number of awards started and those completed.	23.10.24
19.09.24	3. Annual and 'Top 50' Council Plan Performance Indicators Report	Councillor Findlay requested detail on online transactions once garden waste transactions were removed.	Michelle Cockburn	The number of Garden Waste transactions in the period was 91 (all early testers prior to the official launch date). This makes the "Latest Value" without Garden Waste = 51931.	11.12.24
19.09.24	4. East Lothian IJB Annual Performance Report 2023/24	Councillor McIntosh requested that the percentage of positive experiences at GP practices be broken down by ward.	Fiona Wilson	Awaiting info.	
19.09.24	5. Customer Feedback Reporting 2023/2024	Councillor Menzies requested detail on the number of complainants.	Zarya Rathe	The team are recording this information and the figures will be included in the next report for PPRC.	

19.09.24	5. Customer Feedback Reporting 2023/2024	Councillor Findlay requested detail of the number of bullying allegations which had not reached the formal complaint stage.	Nicola McDowell	<p>There were 329 incidents recorded in the Bullying & Equalities module during session 2023/24 across our schools, 15 of which were unfounded.</p> <p>Schools have a very proactive approach to tackling bullying and there is a very clear policy and related recording procedure in this regard.</p>	20.09.24
12.12.24	3. Landlord Performance Report	Councillor Jardine requested details on the reasons for the increase in anti social behaviour	James Coutts	<p>The ARC returns for 2022/2023 was 726; the figure for 2023/2024 was 810.</p> <p>It is worth noting that the ARC pertains solely to cases in which the alleged perpetrator is a council tenant. There was an increase across the board during the reporting period in the broad spectrum of all antisocial behaviour complaints received by the council, irrespective of housing tenure or type.</p> <p>I would suggest that the 11% increase can be attributed in part to the increasing complexity of antisocial behaviour cases.</p> <p>Mental Health and substance abuse issues are now beginning to feature more heavily in antisocial behaviour cases and this has the effect of generating more complaints.</p> <p>Members of the public are also more aware of the routes through which antisocial behaviour can be reported to the local authority.</p> <p>Antisocial behaviour continues to feature in local mainstream and social media, and it is suggested that this ongoing coverage has contributed to the increase in the figures in point.</p>	24.01.25