

**East Lothian Council**  
**Action Record, February – December 2025**

Action Ref.	Meeting Date	Item Number and Title	Action(s) Agreed	Action Owner(s)	Target Completion Date	Actual Completion Date	Comments/Responses/ Additional Information
25/19	28 10 25	05 Energy Report and LHEES Delivery Plan Update	<b>Amended report recommendation:</b> v. to bring the MoU to the December 2025 meeting of the Council for a report and decision	Head of Development	December 2025	17 02 26	Report on Council agenda of 17 02 26 <b>Recommended for closure</b>
25/20	28 10 25	05 Energy Report and LHEES Delivery Plan Update	<b>Amended report recommendation:</b> v. to ask officers to write to SGN Ltd to confirm that the Council in principle supports the Caledonia H2 project, while recognising that this project seeks to connect industrial sites and therefore is entirely separate from the issue of heat in buildings and the Council's obligations under the Local Heat and Energy Efficiency Strategy	Head of Development		05 01 26	Letter issued to SGN on 05 01 26 (and shared with Group Leaders) <b>Recommended for closure</b>
25/21	28 10 25	05 Energy Report and LHEES Delivery Plan Update	<b>Additional question:</b> To provide all Members with information on requirement for developers to ensure	Head of Development		05 12 26	Response issued to Members on 05 12 25 <b>Recommended for closure</b>

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			decarbonisation of new homes				
25/23	28 10 25	09 Strengthening Planning Enforcement Powers	<b>Amended motion:</b> i. to instruct the Chief Planning Officer to bring forward within three months an options paper setting out: a. how existing enforcement powers are currently deployed b. opportunities to make fuller and timelier use of Stop and Temporary Stop Notices and Fixed Penalty Notices c. indicative timelines from complaint to action d. any resource implications for consideration through the budget process	Head of Development	February 2026	17 02 26	Report on Council agenda of 17 02 26 <b>Recommended for closure</b>
25/24	28 10 25	09 Strengthening Planning Enforcement Powers	<b>Motion:</b> iii. to instruct officers to review East Lothian Council's current approach to planning enforcement,	Head of Development	February 2026	17 02 26	Report on Council agenda of 17 02 26 <b>Recommended for closure</b>

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			including resources, response times, and communication with residents, and report back to Council with recommendations				
25/25	28 10 25	09 Strengthening Planning Enforcement Powers	<b>Motion:</b> iv. to request that the Council's Planning Enforcement Charter be reviewed and actively promoted to ensure residents understand how to report potential breaches and what actions the Council can take	Head of Development	February 2026	17 02 26	Report on Council agenda of 17 02 26 <b>Recommended for closure</b>
25/27	09 12 25	04b Parking Management Proposals - Haddington	<b>Additional question:</b> To advise all Members if free car parking for Council officers at John Muir House would be considered as a benefit in kind, and if this would have tax implications	Depute Chief Executive – Resources and Economy		27 01 26	HMRC rules provide a clear exemption for workplace parking. This applies when: <ul style="list-style-type: none"> <li>• The parking is at or near the employee's workplace</li> <li>• The employer provides it directly or indirectly (including paying or reimbursing a commercial/public car park)</li> </ul>

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							<ul style="list-style-type: none"> <li>The space is used by the employee, even if they do not pay whilst the public does</li> </ul> <p>This exemption applies regardless of whether the public pays for parking — what matters is the location and the fact the employer is providing it.</p> <p><b>Recommended for closure</b></p>