Notice of Meeting and Agenda

Cabinet

Venue: **Virtual Meeting via MS Teams,**

Date: **Tuesday, 20 October 2020**

Time: **11:00**

Executive Director : Place

Contact:
Clerk Name: Gordon Aitken
Clerk Telephone: 0131 271 3159
Clerk Email: gordon.aitken@midlothian.gov.uk

Further Information:

This is a meeting which is open to members of the public.

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1   Welcome, Introductions and Apologies

2   Order of Business

Including notice of new business submitted as urgent for consideration at the end of the meeting.

3   Declaration of Interest

Members should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.

4   Minute of Previous Meeting

5   Public Reports

6   Private Reports

No items for discussion

7   Date of Next Meeting

The next meeting will be held on Tuesday 1 December 2020 at 11.00am.

Minute of Meeting

Cabinet

Date	Time	Venue
8 September 2020	11.00 am	Held via Microsoft Teams

Present:

Councillor Milligan - Convener	
Councillor Muirhead – Depute Convener	
Councillor Curran	
Councillor Imrie	
Councillor Hackett	

Religious Representatives:

Mrs Elizabeth Morton	

1   Apologies

Apologies for absence had been received on behalf of Vic Bourne.

2   Order of Business

The Order of Business was amended as shown below..

3   Declarations of interest

No declarations of interest were received.

4   Minutes of Previous Meetings

The Minute of the Meeting of the Cabinet held on 3 March 2020 was submitted and approved as a correct record.

5.   Reports

Agenda No.	Report Title	Presented by:
5.1	Parental Bereavement Leave	Kevin Anderson

Outline of report and summary of discussion
The report advised that in accordance with the Employment Rights Act 1996, until recently employees had the legal right to take reasonable unpaid time off to 'deal with an emergency' e.g. in the event of the loss of a child, but does not necessarily allow for a longer time off to grieve. This changed with the introduction of the Parental Bereavement Leave and Pay Regulations – known as "Jack's Law" –on 6 April 2020. The introduction of "Jack's Law" required parents and primary carers to have been employed for a continuous period of at least 26 weeks before the child's death to be eligible for parental bereavement leave paid at the statutory rate of £148.68 per week (2019/20 values) or 90% of average weekly earnings, where this is lower. All employees would have a 'day one' right to <u>unpaid</u> bereavement leave. The report recognised the unimaginable trauma faced by bereaved parents and proposed that employees applying for Parental Bereavement Leave receive the two weeks leave at FULL PAY (rather than the statutory rate) irrespective of their length of service. It was also recommended that employees would also be entitled to request an additional five days paid leave via the 'bereavement leave' provision within the Time Off Policy. Full details of the provision and sources of further support would be made available to employees within the Family Leave Policy and Bereavement Guidance Note available on the intranet. Kevin Anderson was heard in amplification of the report after which there was a general discussuion on this matter.

Decision
(a)To extend the right to leave and pay to all employees regardless of length of service; and (b)To enhance the payment to two weeks at full pay instead of the statutory values.

Action
Executive Director: Place

Agenda No.	Report Title	Presented by:
5.2	Nesta Listen and Learn	Chief Executive

Outline of report and summary of discussion

The purpose of the report was to present the Listen and Learn report carried out by Nesta in response to the Covid-19 response. The Council previously worked with Nesta on the 100 day Mental Health Challenge and due to the success of this project Nesta were asked to assist with the listen and learn exercise to gather the views of staff and how they have managed through the Covid-19 emergency phase

The Chief Executive spoke in amplification of the report during which she made particular reference to the section which focussed on the 9 drivers for change and how this should inform the future direction of the Council on strands included such as Digital First/Remote/Flexible Working etc

The Leader of the Council highlighted that this was an extremely insightful document that provided a vision of the way forward. He also expressed on behalf of the Cabinet, their appreciation of all the excellent and hard work carried out by all Council staff during the recent Covid pandemic.

Decision

(a)To thank Nesta for undertaking the Listen and Learn initiative in response to the Covid-19 response;

(b)To approve the recommendations in the report;

(c)To instruct Officers to update their service plans accordingly to reflect the recommendations;

(d)To forward the report to Business Transformation Steering Group and to Performance, Review and Scrutiny; and.

(e)To otherwise note the contents of the report.

Action

Chief Executive

Agenda No.	Report Title	Presented by:
5.3	Status Report on the Application to The Town's and Business (BID's) Districts Resilience & Recovery Fund (TBRR)	Chief Officer: Place

Outline of report and summary of discussion

The purpose of the report was to provide information on the funding award by STP to One Dalkeith.

An application for £65,000 was made to TBRR Fund, administered by STP, as a collaborative approach between Economic Development, Communities and Lifelong Learning, SEAM and One Dalkeith to support community led economic development across the area as outlined in Midlothian Council's Economic Development Strategy for Growth 2020-25 and Economic Renewal Strategy. An update from the Scottish Towns Partnership advised that the fund had been oversubscribed and an allocation of £17k was being held for Midlothian.

STP reviewed each of the strands from the initial application and it was decided that One Dalkeith's Virtual High Street project was the closest aligned to the Scottish Government fund objectives. It was agreed with STP that One Dalkeith submit their application for the £25k for consideration. STP awarded the full £25k to One Dalkeith on Wednesday 29th July 2020. The Chief Officer: Place was heard in amplification of the report after which he answered questions from elected Members.

Decision
To note Scotland's Towns Partnership (STP) TBRR Fund award of £25,000 to One Dalkeith for the Virtual High Street project

Action
Chief Officer: Place

Agenda No.	Report Title	Presented by:
5.4.2	Children's Services Performance Report 2019/20	Chief Officer, Children's Services, Partnerships and Communities
Outline of report and summary of discussion		

The Children's Services Performance Report 2019/20 was submitted. The Executive Director: Children, Young People and Partnerships highlighted the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report and thereafter answered questions raised by Elected Members.

Decision
Noted the content of the report

Agenda No.	Report Title	Presented by:
5.4.3	Commercial Operations Performance Report 2019/20	Executive Director Place
Outline of report and summary of discussion		

The Commercial Operations Performance Report 2019/20 was submitted. The Executive Director Place highlighted the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report and thereafter answered questions raised by Elected Members.

Decision
Noted the content of the report

Agenda No.	Report Title	Presented by:
5.4.4	Communities and Economy Performance Report 2019/20	Executive Director: Place
Outline of report and summary of discussion		
The Communities and Economy Performance Report 2019/20 was submitted. The Executive Director: Place highlighted the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report and thereafter answered questions raised by Elected Members.		
Decision		
Noted the content of the report		

Agenda No.	Report Title	Presented by:
5.4.5	Customer and Housing Services Performance Report 2019/20	Executive Director: Place
Outline of report and summary of discussion		
The Customer and Housing Services Performance Report 2019/20 was submitted. The Executive Director: Place highlighted the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report and thereafter answered questions raised by Elected Members.		
Decision		
Noted the content of the report		

Agenda No.	Report Title	Presented by:
5.4.6	Education Performance Report 2019/20	Executive Director: Children, Young People and Communities
Outline of report and summary of discussion		
The Education Performance Report 2019/20 was submitted. The Executive Director: Children, Young People and Communities highlighted the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report and answered questions raised by Elected Members.		
Decision		
Noted the content of the report.		

Agenda No.	Report Title	Presented by:
5.4.7	Finance and Integrated Service Support Performance Report 2019/20	Executive Director Place
Outline of report and summary of discussion		
The Finance and Integrated Service Support Performance Report 2019/20 was submitted. The Executive Director Place highlighted the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report and thereafter answered questions raised by Elected Members.		
Decision		
Noted the content of the report		

Agenda No.	Report Title	Presented by:
5.4.8	Property and Facilities Management Performance Report 2019/20	Executive Director Place
Outline of report and summary of discussion		

The Property and Facilities Management Performance Report 2019/20 was submitted. The Executive Director Place highlighted the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report and thereafter answered questions raised by Elected Members.

Decision

Noted the content of the report

Agenda No.	Report Title	Presented by:
5.4.1	Adult Social Care Performance Report 19/20	Joint Director, Health and Social Care
Outline of report and summary of discussion		

The Adult Social Care Performance Report 19/20 was submitted. The Joint Director, Health and Social Care highlighted the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report and thereafter answered questions raised by Elected Members.

Decision

Noted the content of the report

Agenda No.	Report Title	Presented by:
5.4.9	Midlothian Council Report 2019/20	Chief Executive
Outline of report and summary of discussion		

The Midlothian Council Report 2019/20 was submitted. The Chief Executive highlighted the following ambitious vision for Midlothian:

"Midlothian – a great place to grow".

Midlothian Council delivers its priorities through the Community Planning Partnership (CPP) and the Single Midlothian Plan. The Council Change and Transformation programme and individual Service Plans outline how Midlothian Council will deliver its contribution to the Single Midlothian Plan. The top three priorities for 2019-22 were:

- . Reducing inequalities in learning outcomes
- . Reducing inequalities in health outcomes
- . Reducing inequalities in economic circumstances

The Chief Executive highlighted the main sections contained within the report after which she answered questions from elected Members..

Decision

Noted the content of the report.

Agenda No	Report Title	Presented by:
5.4.10	Balanced Scorecard Report 2019/20	Chief Executive

Outline of report and summary of discussion

This report presented the Balanced Scorecard Report 2019/20 . The report detailed the four Balanced Scorecard perspectives and key areas of focus as well as the associated key indicators drawn from across the Councils services. The Chief Executive highlighted the main sections contained within the report after which she answered questions from elected Members.

Decision

To note the content of the report.

Agenda No	Report Title	Presented by:
5.4.11	Midlothian Council Annual Complaint Handling Report 2018/19	Chief Executive

Outline of report and summary of discussion

The purpose of the report was to provide an update on the Midlothian Council Annual Complaint Handling Report 2018/19, which was approved by Corporate Management Team on 18 March 2020, and had been published on the Council's website.

It was highlighted that this was the third report of its kind, and provided an annual review and assessment of complaints information which included some useful customer feedback and an analysis of what the results could suggest. As a result of its publication, customers and staff alike werew provided with:

- Evidence of how the council values complaints - by sharing the information whilst appropriately comparing the data to other local authorities and the Scottish averages;

- Essential information relating to the complaints procedure and outcomes;

- Knowledge about the importance of managing the process;

- Information that relates to customer insight based on the data;

- A summary of the compliments that the council receives in addition to complaints;

- Case studies that highlight how the council has learned and improved.

The Chief Executive was heard in amplification of the report after which she answered questions from elected Members.

Decision

To note the content of the report.

Exclusion of Members of the Public

In view of the nature of the business to be transacted, the Cabinet agreed that the public be excluded from the meeting during discussion of the undernoted items, as contained in the Addendum hereto, as there might be disclosed exempt information as defined in paragraph 1 of Part I of Schedule 7A to the Local Government (Scotland) Act 1973:-

Agenda No	Report Title	Presented by:
6.1, 6.2 and 6.3	Education Appointment Committee	Executive Director: Place
Decision		

Noted the undernoted appointments:

(a) That the post of Depute Head Teacher, Dalkeith High School be offered to C Knight.

(b) That the post of Head Teacher, Strathesk Primary School be offered to Pauline Marr.

(c) That the post of Head Teacher, Burnbrae Primary School be offered to Linda Clarkson.

The meeting terminated at 12.30pm.

Integrated Children's Services Inspection Report

Report by: Joan Tranent, Chief Officer, Children's Services, Partnership and Communities

Report for Information

1 Recommendations:

Acknowledge the many strengths within the report which evidences strong partnership working at all levels in addition to the partnership's record of improvement to date in relation to the impact of services on care experienced children and young people.

Thank all staff involved within this process across the community planning partnership for their commitment and good work.

Develop an action plan to take forward the priority areas for improvement.

2 Purpose of Report/Executive Summary

This report serves to provide feedback to council from the recent Joint Children's Services for children and young people in need of care and support within Midlothian and the areas for improvement highlighted within.

15 September 2020

Report Contact:
Joan Tranent Tel No 0131 271 3721
Joan.Tranent@midlothian.gov.uk

3   Background/Main Body of Report

3.1   Between February and March 2020 the Care Inspectorate in partnership with Education Scotland, Healthcare Improvement Scotland and HMICS completed a joint inspection of services for children and young people in need of care and protection in Midlothian. The inspection was carried out in line with the care inspectorate's revised quality framework for children and young people in need of care and protection and evaluated practice against four quality indicators:

:

3.1.1   Improvements in the safety, wellbeing and life chances of vulnerable children and young people
3.2.1   Impact on children and young people
3.2.2   Impact on families
3.9   Leadership

The quality indicators were supported by five key inspection questions:

1. How good is the partnership at recognising and responding when children and young people need protection?
2. How good is the partnership at helping children and young people who have experienced abuse and neglect stay safe, health and recover from their experiences?
3. How good is the partnership at maximising the wellbeing of children and young people who are looked after?
4. How good the partnership at enabling care experienced young people to succeed in their transition to adulthood?
5. How good is collaborative leadership?

The joint inspection took place between 3rd February and 13th March 2020 and involved a range of partners that have a role in providing services for children, young people and families. The inspection was informed by both parents & carers, children and young people, staff surveys and the submission of a joint self-evaluation.

During the inspection, 95 case files were read, inspectors met with 129 children and young people and 73 parents and carers, 51 children and young people/parent & carer & 239 staff surveys were returned.

Formal feedback in relation to the inspection was received on 6th July 2020 with the following grades awarded;

- Leadership and Direction – **GOOD**
- Impact on Families – **GOOD**
- Impact on Children and Young People – **GOOD**
- Improvement in the safety, wellbeing and life chances of vulnerable children and young people – **GOOD**
- Evaluation Scale 4 **GOOD** = Important strengths, with some areas for improvement.

The final report was subsequently published on 1st September 2020. (Appendix 2).

The inspection identified a number of key strengths and good practice as follow;

- Leaders had embraced their collective responsibility to protect children, demonstrated through their well embedded, collaborative approach to quality assurance and scrutiny.
- Staff recognised risk and took timely and appropriate action to keep children safe, and key processes for assessing and managing risk for children and young people in need of care and protection were well established.
- The wellbeing of children in need of care and protection was improving, with most children and young people benefiting from positive and caring relationships with staff and carers.
- As a result of operational and strategic effort, partners had achieved significant reduction in the overall number of looked after children and young people and a reduction in out-of-authority placements.
- Children and young people had their rights respected and they benefited from opportunities to have their voices heard throughout the well-established Champions Board structure.

The priority areas for improvement were identified as;

- While children and young people in need of care and protection were helped by a range of purposeful interventions, access to the specialist services required to help them recover from trauma, was not always available at the time they needed it.
- The partnership recognised that more needed to be done to raise educational attainment and reduce the number of care experienced children and young people excluded from school.
- Outcomes and experiences for care experienced young people transitioning into adulthood were variable. The partnership had identified this as a key area for improvement.
- Collaborative leadership of corporate parenting had not yet consistently achieved partner's ambitions for improved and wellbeing across all groups of care experienced children and young people.

In conclusion the Care Inspectorate reported;

- That they were **very** confident that the partnership in Midlothian has the capacity to continue to improve and to address the areas identified for improvement.
- Evidence of strong partnership working at all levels and a confident and competent workforce committed to improving outcomes and experiences for children, young people and families.
- The effective Champions Board structure and continued effort form staff across the partnership to enable children and young people to influence service design and improvement.
- The strength of scrutiny and oversight of child protection practice and the drive for continuous improvement.
- The partnerships record of improvement to date in relation to the impact of services on care experienced children and young people.

Working collaboratively with partners in health, police, education, SCRA and the third sector, a partnership approach will now be taken to develop an action plan to meet the areas identified for improvement.

4 Report Implications (Resource, Digital and Risk)

4.1 Resource

At this time there are no significant resource implications identified.

4.2 Digital

Not applicable.

4.3 Risk

The Joint Children's Services Inspection for children and young people in need of care and protection within Midlothian identified areas for improvement within this area of work. The robust scrutiny of the action plan via the GIRFEMC Board coupled and with the ongoing support from our link Inspector from the Care Inspectorate will mitigate any identified areas of risk.

4.4 Additional Report Implications (See Appendix A)

See Appendix A

Appendices

Appendix A – Additional Report Implications
Appendix B – Background information/Links

APPENDIX A – Report Implications

A.1   Key Priorities within the Single Midlothian Plan:
- Reducing the gap in learning outcomes
- Reducing the gap in health outcomes
- Reducing the gap in economic circumstances

Key Priorities within the Integrated Children's Services Plan:

- Raise the educational attainment and reduce the number of care experienced young people being excluded from school.
- Improve access to specialist services to help children and young people.
- Improve outcomes and experiences for care experienced young people transitioning into adulthood.

A.2   Key Drivers for Change

Key drivers addressed in this report:

- ☒ Holistic Working
- ☐ Hub and Spoke
- ☐ Modern
- ☐ Sustainable
- ☒ Transformational
- ☒ Preventative
- ☐ Asset-based
- ☒ Continuous Improvement
- ☐ One size fits one
- ☐ None of the above

A.3   Key Delivery Streams

Key delivery streams addressed in this report:

- ☐ One Council Working with you, for you
- ☒ Preventative and Sustainable
- ☒ Efficient and Modern
- ☒ Innovative and Ambitious
- ☐ None of the above

A.4   Delivering Best Value

Children's Services and its partners are committed to delivering best value and ensuring that resources are delivered based on the level of risk and need. Providing locally based support within our communities continues to evidence improved outcomes for children and young people in need of care and support.

A.5   Involving Communities and Other Stakeholders

Children's services and its partners will continue to engage with all stakeholders ensuring that we are evaluating and improving the services we provide to citizens within our communities.

A.6 **Impact on Performance and Outcomes**

Many of the performance indicators relating to support and protection of children and young people who are at risk or/and are care experienced are scrutinized quarterly via the Performance and Quality Improvement Sub Group which reports into the Public Protection Committee in addition to quarterly scrutiny by Performance and Scrutiny within Midlothian Council.

A.7 **Adopting a Preventative Approach**

Children's services and their partners continue to promote a preventative approach. Policy and good practice support systems where professionals are able to identify children, young people and their families who require additional support at the earliest point of contact and arrange for support to be offered.

A.8 **Supporting Sustainable Development**

By ensuring that we continue to develop the services we provide to children, young people and their families through a partnership approach and committing to promote a preventative approach, we shall endeavour to provide a sustainable approach to reducing risk and providing appropriate and proportionate support within our communities.

APPENDIX B

Background Papers/Resource

https://www.careinspectorate.com/images/documents/5788/Joint%20insp%20children%20&%20young%20people%20services%20Midlothian%20August%202020.pdf

Performance Report Insight Data February 2020

Report by Executive Director: Children, Young People and Partnerships

Report for Information

1   Recommendations

Cabinet is asked to note the progress and areas for improvement in educational attainment in the Senior Phase in Midlothian secondary schools.

2   Purpose of Report/Executive Summary

To inform Cabinet of trends in attainment and achievement of school leavers in Midlothian using the "National Benchmarking Measures" from Insight.

Date 9 September 2020

Report Contact:
Matthew Dunn   Tel No x3639
matthew.dunn@midlothian.gov.uk

3   Background/Main Body of Report

3.1   Each year young people in secondary schools in Midlothian achieve a range of awards and qualifications available on the Scottish Credit and Qualifications Framework (SCQF) at different stages throughout the senior phase (S4 to S6).

3.2   The Scottish Government developed a statistical benchmarking tool 'Insight' to assist schools and local authorities in the analysis of attainment of young people in the senior phase through nationally agreed benchmarking measures and course breadth and depth data. General information on the 'Insight' tool is available online at: http://www.gov.scot/Education/Schools/curriculum/seniorphasebenchmarking

3.3   As well as providing the national average, Insight also uses a virtual comparator for each school and Education Authority and is considered to be the key benchmark for helping schools and authorities understand their strengths and areas for improvement. The Virtual Comparator takes the characteristics of each pupil in Midlothian and matches them to 10 similar pupils from other local authorities across Scotland.

3.4   This report will explore how the Education Service has performed over the five-year period since 2015 to 2019 in relation to the national average and its Virtual Comparator focusing on three nationally agreed "National Benchmarking Measures" from Insight:

- **Improving attainment in literacy and numeracy** (shown as the percentage of School Leavers attaining Literacy and Numeracy)

- **Improving attainment for all** (shown as the Average Complementary Tariff Score of School Leavers)

- **Tackling disadvantage** by improving the attainment of lower attainers relative to higher attainers (shown as the Average Complementary Tariff Score versus Deprivation)

3.5   These three national measures focus on the total cumulative achievements recorded at the point at which the young person leaves school. The leavers cohort is the most important since it is the most consistent point of comparison given the various routes and pathways available to schools in designing their curriculum to meet the needs of their young people as they progress through the senior phase. Course breadth and depth data for school leavers is also provided in **Appendix 1** to this report.

3.6   Comparison of measures over time in Insight should be treated with caution as earlier years' figures relate to different qualifications, assessment arrangements and progression pathways. Breadth and depth measures are heavily influenced by a school's curricular model

therefore the results may also not be fully comparable with previous years.

3.7   The data in this report is taken from the February 2020 release of Insight and reflects the most up to date position on school leavers' attainment June 2019.

3.8   The reports in Insight are based on attainment in SCQF credit rated qualifications achieved in the senior phase and include the results of completed National Courses and Skills for Work and Personal Development courses that are sent to SEEMIS from the SQA. College presentations are also included as are D awards or other achievements from ungraded National Certificates and National Progression Awards. Young people's attainment delivered through wider awards providers such as Duke of Edinburgh and Youth Scotland are also included.

3.9   The main highlights for Midlothian are provided in paragraphs 3.10 to 3.17. A detailed breakdown of Midlothian's performance in each of the National Benchmarking Measures is provided in Appendix 1.

Midlothian Performance to 2019

3.10   Overall, the three National benchmarking measures reported by the Scottish Government Insight tool in the February 2020 update indicate that attainment in Midlothian has improved overall over the five-year period to 2018/19 but that further improvements could still be made, particularly in Literacy and Numeracy at SCQF Level 6, the middle 60% attaining group and in relation to closing the attainment gap for young people with additional support needs and our looked after young people. The key points from each benchmarking measure are:

3.11   **Improving attainment for all** (see Appendix 1, section 2) – In 2018/19 the average complementary tariff score for the Lowest, Middle and Highest attaining groups indicates that:
   •   The Lowest 20% and Highest 20% attainment groups in Midlothian are above or in line with the Virtual Comparator whilst the Middle 60% attaining group is lower;
   •   The 2019 performance of the Middle 60% (525) and Lowest 20% (130) groups show a slight drop on the previous year with the Highest 20% group (1222) showing an increase;
   •   Both the Lowest 20% and Highest 20% attaining groups in Midlothian show an overall improved trend over the last 5 years;
   •   The Middle 60% attainment group in Midlothian shows a slight drop in trend over the same period. As a result, the gap between the Lowest 20% and Highest 20% attainment groups has stayed relatively similar over the five year period.

3.12   Insight testing found that Midlothian's performance in the Lowest 20% group was **statistically greater than its Virtual Comparator** in 2019 but found no other significant comparisons in recent years as improvements have been made.

3.13 **Improving Attainment in Literacy and Numeracy** (See Appendix 1, section 3) – In 2018/19, 97.3% of Midlothian school leavers attained Literacy at SCQF level 3 or above with 98.1% attaining the same level in Numeracy. At SCQF Levels 5 and 6 or better, a higher proportion of leavers attained Literacy than Numeracy, consistent with previous years and the national picture.

3.15 Midlothian's performance at SCQF Levels in both Literacy & Numeracy in 2018/19 shows a decrease of 0.9% on the previous year at SCQF Level 3 with the performance at SCQF Level 4 increased by 0.5%. Midlothian's performance at SCQF Level 4 or better has increased by 3.8 percentage points since 2014/15 while at SCQF Level 3 the percentage performance shows an increase of 1.9 percentage points.

3.16 Midlothian's performance at SCQF Level 5 in Literacy & Numeracy in 2018/19 decreased by 2.6% on the previous year. Over the five-year period, the performance has improved overall, increasing by 7.5% since 2014/15. Insight testing found that "Midlothian's performance in **Literacy and Numeracy at SCQF Level 5, 2019 is greater than your Virtual Comparator** "

3.17 Further improvements still need to be made at SCQF Level 6 to bring young people's performance in line with those with similar characteristics. At SCQF Level 6 or better, the percentage in 2018/19 decreased 3.5 percentage points on the previous year and also shows a fluctuating trend over the five-year period.

3.17 Midlothian's performance at SCQF Levels 3 to 5 for Numeracy have typically been above the Virtual Comparator and National average with Insight finding the following comparisons significant:

   o Midlothian's performance in **Numeracy at SCQF Level 3, 2019** is **much greater than your Virtual Comparator**
   o Midlothian's performance in **Numeracy at SCQF Level 4, 2019** is **much greater than your Virtual Comparator**
   o Midlothian's performance in **Numeracy at SCQF Level 5, 2019** is **greater than your Virtual Comparator**

3.18 **Attainment versus Deprivation** (see Appendix 1, section 4) – Midlothian's average complementary tariff scores across the SIMD deciles over the five year period are roughly in line with the Virtual Comparator, school leavers living in the most deprived areas typically have a lower tariff scores on average than those living in the least deprived areas.

3.19 **Breadth and Depth Data** (see Appendix 1, section 5) – In 2018/19 86.0% of Midlothian school leavers left with one or more passes at SCQF Level 5 or better, While at SCQF Level 6 or better, 56.1% left with one or more passes. Midlothian's performance in 2018/19 across the reported breadth and depth measures shows a decrease on the previous year in most areas in line with the Virtual Comparator. Figures for '1 or more at Level 3' and '1 or more at Level 5' are **significantly above the Virtual Comparator**

3.20   Midlothian's performance across the reported SCQF Level 5 to 7 measures show a fluctuating but overall improved trend over the five year period. The most significant increases have been in the percentage attaining '5 or more at Level 6' and '1 or more at Level 7' which increased by 3.9% and 1.8% respectively.

3.21   **Closing the attainment gap** – As with the national average, Midlothian school leavers living in the 20% most deprived areas (SIMD Quintile 1) typically have lower attainment compared to those living in the 20% least deprived areas (SIMD Quintile 5). The attainment gap between school leavers living in SIMD Quintile 1 and those in SIMD Quintile 5 is wider at higher levels of qualifications. The attainment gap increases from 2 percentage points on average at SCQF Level 3 to 48 percentage points on average at SCQF Level 6. Overall the gap shows a reduction over the last five years, across SCQF Levels 3, 4 & 6.

3.22   **Improving the attainment of care experienced leavers** –
   - 81.25% of Looked after school leavers gained 1 or more qualifications at SCQF Level 4 in 2018/19, an increase of 8.5% on the previous year.
   - 56.3% of Looked after school leavers gained 1 or more qualifications at SCQF Level 5 in 2018/19, an increase of 38.1% on the previous year.
   - The gap between leavers who are looked after and those who are not decreased at SCQF Levels 4 & 5 in 2018/19. Similar to the SIMD trends, the attainment gap between school leavers who are looked after and those that are not looked after is wider at higher levels of qualifications. Overall the trend has fluctuated widely due to the small numbers in the looked after cohort.

3.23   **Improving the attainment of leavers with additional support needs** –
   91.8% of school leavers with an additional support need gained 1 or more qualification at SCQF Level 4 in 2018/19. In line with the three previous years and an increase of 4.5% since 2014/15. There have also been improvements on the previous year at SCQF Level 5 & 6 with the gap decreasing across the 3 reported SCQF Levels. Again, similar to the SIMD trends, the attainment gap between school leavers with SN and those without ASN is wider at higher levels of qualifications.

   Next Steps for Improvement

3.24   The key areas of focus for raising attainment in the senior phase are:

   - Continue to improve the attainment of the middle 60% attaining group to raise their performance above the virtual comparator.

   - Continue to improve the attainment of Literacy & Numeracy at SCQF Levels 5 & 6, with a real focus at SCQF Level 6 to bring the performance in line with the Virtual Comparator.

   - Improve the attainment of school leavers in breadth & depth measures, particularly in:

    o 1 or more awards at Level 6 or better; and

    o 3 or more awards at level 6 or better.

- Continue to improve the attainment outcomes for young people in SIMD Quintile 1, care experienced and with additional support needs at higher levels of qualifications (SCQF Levels 5 and 6)

3.25 Raising educational attainment and achievement for all and reducing the attainment gap at all stages remain a key priority for the Education Service. Our vision and values within Midlothian Council align with the Key Priorities in the National Improvement Framework for Scottish Education 'Achieving Excellence and Equity' (Scottish Government, January 2016) and Delivering Excellence and Equity in Scottish Education (Scottish Government, June 2016).

3.26 The Education Service will continue to work with key stakeholders to improve the quality and design of the curriculum, the analysis and use of data and planning learning, teaching and assessment to ensure that all children and young people attain and achieve as well as they can.

3.27 Improving attainment and achievement and closing the attainment gap is also a key focus of the South East Improvement Collaborative (SEIC). The Education Service will continue to work with staff from across the SEIC to support continuous improvement in learning and teaching and raising attainment.

4   Report Implications (Resource, Digital, Risk and Equalities)

4.1   Resource

None

4.2   Digital

None

4.3   Risk

No risk associated with the content of this report. There is a risk that young people's attainment will be affected by the impact of the lockdown period and the ongoing constraints in schools due to the pandemic.

4.4   Ensuring Equalities

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

4.5   Additional Report Implications (See Appendix A)

APPENDIX A – Additional Report Implications

A.1 **Key Priorities within the Single Midlothian Plan:**
- Reducing the gap in learning outcomes
- Reducing the gap in health outcomes
- Reducing the gap in economic circumstances

Key priorities within the Education Service Plan:
- Improve attainment, particularly in literacy and numeracy
- Close the attainment gap
- Improve children and young people's health and wellbeing
- Improve employability skills and sustained positive destinations for all young people

Key Priorities within the Integrated Children's Services Plan:

- Raise the educational attainment and reduce the number of care experienced young people being excluded from school.
- Improve access to specialist services to help children and young people.
- Improve outcomes and experiences for care experienced young people transitioning into adulthood.

A.2 **Key Drivers for Change**

Key drivers addressed in this report:

x☐ Holistic Working
☐ Hub and Spoke
☐ Modern
☐ Sustainable
☐ Transformational
x☐ Preventative
☐ Asset-based
x☐ Continuous Improvement
☐ One size fits one
☐ None of the above

A.3 **Key Delivery Streams**

Key delivery streams addressed in this report:

☐ One Council Working with you, for you
x☐ Preventative and Sustainable
x☐ Efficient and Modern
x☐ Innovative and Ambitious

A.4 **Delivering Best Value**

The Education Service continues to review the use of all resources available to support children and young people's attainment and health and wellbeing.

A.5   Involving Communities and Other Stakeholders

The Education Service is committed to working closely with our partners and all stakeholders to improve provision for children and young people. The Education Service 2020/2021 Improvement Plan sets out how we will improve our engagement with both parents and young people to ensure that their voice influences and shapes our service delivery.

A.6   Impact on Performance and Outcomes

The performance measures detailed within this report are scrutinised by the Quality Improvement Team and external bodies such as Education Scotland. Further scrutiny at individual school level leads to the identification of improvement priorities at school level.

A.7   Adopting a Preventative Approach

The report highlights where the Education Service needs to focus resources to improve outcomes for identified individuals and groups to ensure young people achieve their potential and enter a sustained positive destination on leaving school.

A.8   Supporting Sustainable Development

By ensuring that we continue to develop and improve the Education Service we provide to children, young people and their families through a partnership approach we shall prepare young people well for the future as effective contributors, successful learners, responsible citizens and confident individuals who will make a positive contribution to their communities and society.

Midlothian Council – Education Service

Midlothian Council Benchmarking Measures 2015 to 2019

1. **Background notes**

This report compares the performance of Midlothian School leavers against the Insight National Benchmarking Measures since 2014/15.

- The National Benchmarking Measures provide data on the total pupils' achievements during the senior phase (S4 to S6) recorded at the point at which the young person leaves school. The leavers' cohort include a mixture of pupils from S4, S5 and S6.
- The attainment figures are taken from the February 2020 release of Insight, based on the "Latest and Best" achievement of young people in the Senior Phase, and do not include attainment gained prior to S4. The figures only include attainment in SCQF credit-rated qualifications that have been matched to an individual pupil via their Scottish Candidate Number (SCN).
- In Midlothian we operate inclusive schools and there are some pupils who pass examinations at SCQF levels 1 and 2. These levels, however, are not included in the Insight analysis as key benchmark measures.
- Figures 1 to 6, Tables 1 to 5 and commentary in sections 2 to 4, detail the progress made by Midlothian pupils against the Virtual comparator and the National Establishment (i.e. national average) over the last 5 years for each National Benchmarking Measure. Tables 6 to 8 and commentary in section 5, detail the progress in relation to Breadth and Depth data while Figures 7 to 15 show Midlothian's progress in relation to closing the attainment gap. Figures are provided in most cases for both the National Establishment and the Virtual Comparator, however the Virtual Comparator is seen as the key benchmark for helping schools and Education Authorities understand their strengths and areas for improvement.
- The Virtual Comparator takes the characteristics of each pupil in Midlothian and matches them to 10 pupils with similar characteristics from schools in other local authorities across Scotland, offering a fairer comparison.
- When the cohort being compared relates to a small number of pupils (less than 20 pupils as a rule of thumb provided by the Scottish Government), the trends are more likely to fluctuate over time and, therefore, are less likely to be significant. Data is suppressed where it relates to a cohort, or part of a cohort, of fewer than five pupils to prevent the identification of individuals.
- Where Insight testing has found that comparisons between the Midlothian performance and its Virtual Comparator is statistically significant and large enough to be considered of important educational value, this information has been included in the commentary in sections 2 to 4 of this document. The following graded shading is also used in tables to Visualise where Insight testing has found the comparisons to be significant:

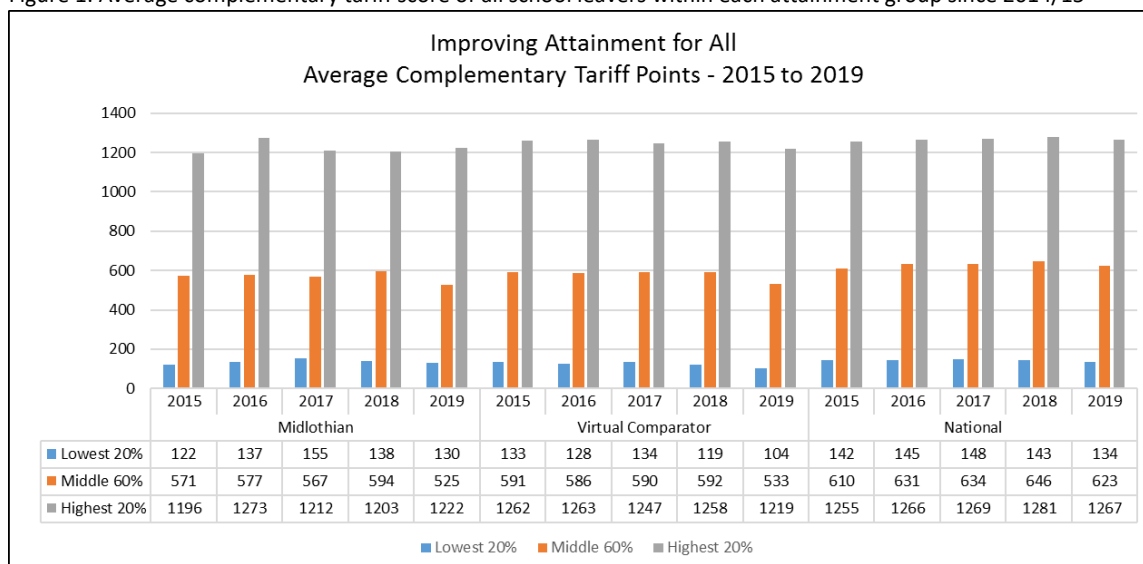| Colour Shading	Midlothian's performance relative to Virtual Comparator (VC)
	Much greater than VC
	Greater than VC
	Lower than VC
	Much Lower than VC

- The significance of comparisons in not currently tested in Insight for attainment by pupil characteristics, e.g. looked after (LAC), additional support needs (ASN) of for SIMD (Scottish Index of Multiple Deprivation).
- Comparison of measures over time in Insight should be treated with caution as earlier years' figures relate to different qualifications, assessment arrangements and progression pathways.
- In most tables, three year averages, a five year net score or percentage point change and five year 'Trend' are presented with the annual performance. This provides an indication of an overall declining or improving trend by Midlothian schools in relation to the Virtual Comparator. The net change is the sum of the score or percentage point difference from one year to the next over the five year period. The 'Trend' is the average annual percentage point score change over the number of years given. A positive trend value (coloured green) indicates an improving trend over the period and a negative trend value (coloured red) indicates a declining trend.

2. **National Benchmarking Measure: Improving Attainment for All**

This measure groups school leavers according to their whole-school attainment as measured by their complementary tariff points into three attainment groups. The three groups are: the lowest-scoring 20 percent of pupils, the highest-scoring 20 percent and the middle 60 percent. The complementary tariff uses a fixed volume of learning to allow a fair comparison between learners/cohorts when the number of courses undertaken may vary. The volume of learning which is measured is the densest 120 SCQF Credit points. The density of each learning is calculated by dividing the number of Insight tariff points for the award by the number of SCQF Credit Points. The tariff points are then totalled for each learner for those awards that are within the densest 120 SCQF Credit Points. The Tariff scores are then averaged over all the learners in the particular attainment group.

Figure 1 below shows the average complementary tariff score of all school leavers across Midlothian.

Figure 1: Average complementary tariff score of all school leavers within each attainment group since 2014/15

	Midlothian					Virtual Comparator					National				
	2015	2016	2017	2018	2019	2015	2016	2017	2018	2019	2015	2016	2017	2018	2019
Lowest 20%	122	137	155	138	130	133	128	134	119	104	142	145	148	143	134
Middle 60%	571	577	567	594	525	591	586	590	592	533	610	631	634	646	623
Highest 20%	1196	1273	1212	1203	1222	1262	1263	1247	1258	1219	1255	1266	1269	1281	1267

Comments on Figure 1:
- In 2018/19 the average complementary tariff score for the Middle 60% and Highest 20% attainment groups in Midlothian are roughly in line with the Virtual Comparator while the Lowest 20% attaining group is higher. The 2019 performance of the Middle 60% (525) and Lowest 20% (130) groups show a slight drop on the previous year with the Highest 20% group (1222) showing an increase.
- Both the Lowest 20% and Highest 20% Levels in Midlothian show an overall improved trend over the last 5 years. The Middle 60% attainment group in Midlothian shows a slight drop in trend over the same period. As a result, the gap between the Lowest 20% and Highest 20% attainment groups has stayed relatively similar over the five year period.
- Insight testing found that Midlothian's performance in the Lowest 20% group was **statistically greater than its Virtual Comparator in 2019** but found no other significant comparisons in recent years as improvements have been made.

3. **National Benchmarking Measure: Literacy and Numeracy**

Figures 2 to 5 and Tables 1 & 2 that follow, detail the percentage of school leavers that achieved literacy and/or numeracy from 2015/2019 to at least Levels 3 to 6.

To achieve the given level of literacy a pupil needs to achieve the literacy unit at that level, or English or Gaidhlig course at that level. For numeracy the pupil needs to achieve the numeracy unit at that level or a Mathematics or Lifeskills Maths at that level or qualification identified by SQA as having sufficient content to include within the measure.

Figure 2: Literacy and Numeracy achievement at SCQF Level 3 for all school leavers in each year 2014/15
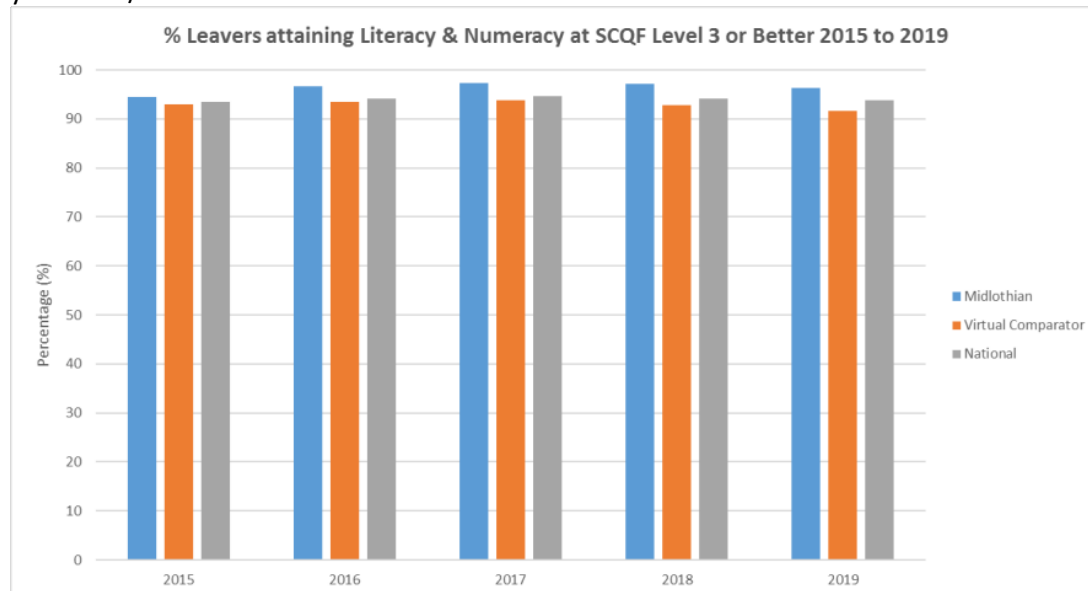

% Leavers attaining Literacy & Numeracy at SCQF Level 3 or Better 2015 to 2019

Figure 3: Literacy and Numeracy achievement at SCQF Level 4 for all school leavers in each year since 2014/15

% Leavers attaining Literacy & Numeracy at SCQF Level 4 or better 2015 to 2019

Table 1 - % school leavers attaining both Literacy and Numeracy at SCQF Levels 3 & 4 or better since 2014/15.

Establishment	2015	2016	2017	2018	2019	3 yr Avg	2019 % change (+/-) on 2018	5 yr Trend	5 Yr % point net change (+/-)
Midlothian SCQF 3	**94.4**	**96.7**	**97.4**	**97.2**	**96.3**	**97.0**	**-0.9**	**0.5**	**1.9**
Virtual Comparator SCQF 3	93.0	93.5	93.9	92.9	91.7	92.8	-1.2	-0.3	-1.3
National SCQF 3	93.5	94.2	94.6	94.1	93.8	94.2	-0.3	0.1	0.4
Midlothian SCQF 4	**85.7**	**87.8**	**91.6**	**88.9**	**89.5**	**90.0**	**0.5**	**0.9**	**3.8**
Virtual Comparator SCQF 4	85.5	86.6	87.9	87.2	86.0	87.0	-1.1	0.1	0.5
National SCQF 4	85.8	88.1	89.2	89.1	89.3	89.2	0.2	0.9	3.5

Comments on Figures 2 & 3 and Table 1:

- Midlothian's performance in both Literacy & Numeracy in 2018/19 shows a decrease of 0.9% on the previous year at SCQF Level 3 with the performance at SCQF Level 4 increased by 0.5%. Midlothian's performance at SCQF Level 4 or better has increased by 3.8 percentage points since 2014/15 while at SCQF Level 3 the percentage performance shows an increase of 1.9 percentage points.

- Midlothian's percentage at SCQF Level 3 and 4 has been consistently above the Virtual Comparator and in line with the national average since 2015.

Figure 4: Literacy and Numeracy achievement at SCQF Level 5 for all school leavers in each year 2014/15

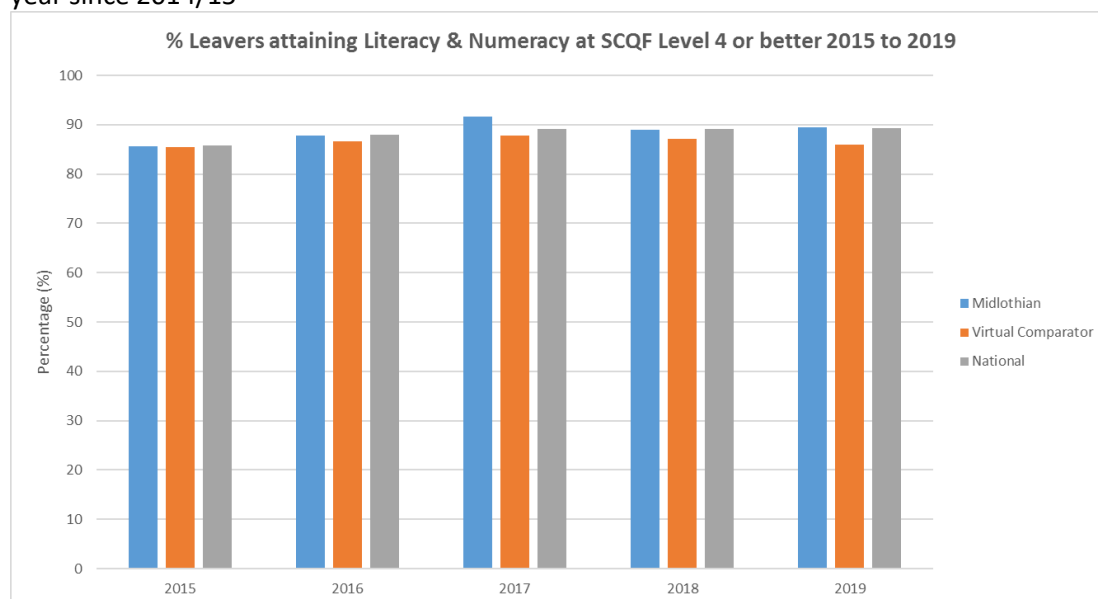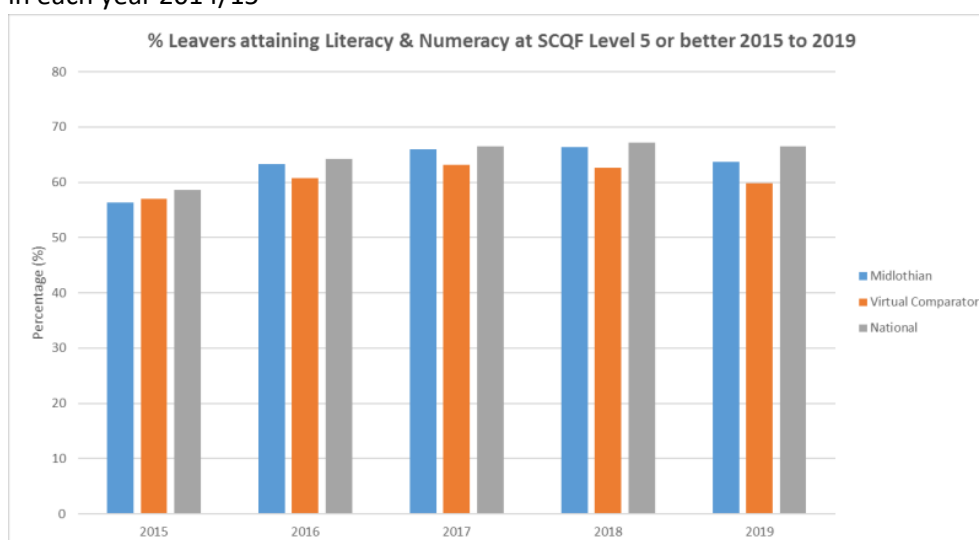Figure 5: Literacy and Numeracy achievement at SCQF Level 6 for all school leavers in each year 2014/15
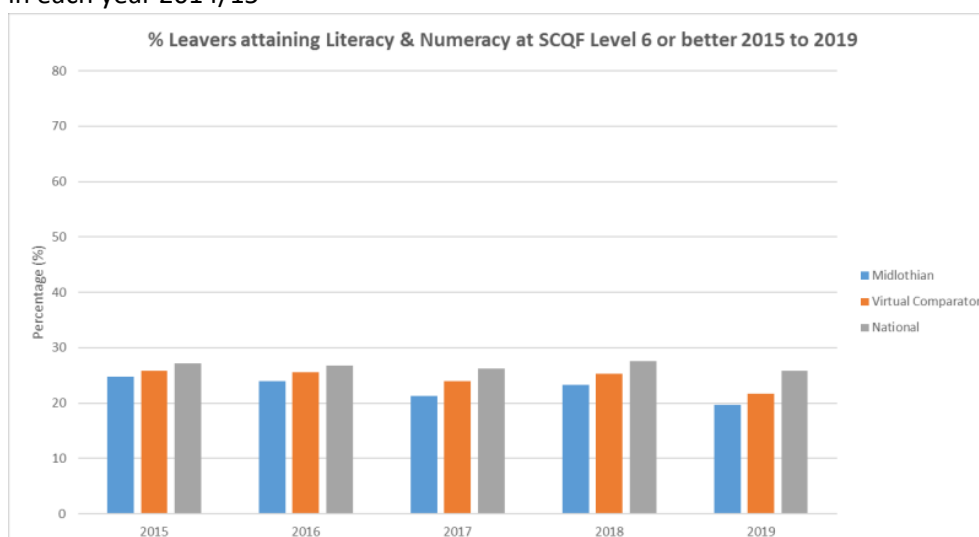

Table 2 - % school leavers attaining both Literacy and Numeracy at SCQF Levels 3 & 4 or better since 2014/15.

Establishment	2015	2016	2017	2018	2019	3 yr Avg	2019 % change (+/-) on 2018	5 yr Trend	5 Yr % point net change (+/-)
Midlothian SCQF 5	**56.3**	**63.3**	**66.0**	**66.3**	**63.8**	**65.4**	**-2.6**	**1.9**	**7.5**
Virtual Comparator SCQF 5	57.0	60.7	63.1	62.6	59.8	61.9	-2.8	0.7	2.8
National SCQF 5	58.6	64.2	66.5	67.1	66.6	66.7	-0.6	2.0	7.9
Midlothian SCQF 6	**24.7**	**23.9**	**21.2**	**23.3**	**19.7**	**21.4**	**-3.5**	**-1.2**	**-5.0**
Virtual Comparator SCQF 6	25.8	25.5	23.9	25.3	21.7	23.7	-3.6	-1.0	-4.1
National SCQF 6	27.1	26.8	26.2	27.6	25.8	26.5	-1.8	-0.3	-1.3

Comments on Figures 4 & 5 and Table 2:

- The percentage of school leavers attaining SCQF Level 5 or better in Literacy & Numeracy featured as one of the Education Service Planning areas for improvement 2019/20. Midlothian's performance at SCQF Level 5 in Literacy & numeracy in 2018/19 decreased by 2.6% on the previous year. Over the five-year period, the performance has improved overall, increasing by 7.5% since 2014/15.

- At SCQF Level 6 or better, the percentage in 2018/19 decreased 3.5% on the previous year and also shows a fluctuating trend over the five-year period.

- Midlothian's percentage performance at SCQF Level 5 is typically higher than the Virtual Comparator and in line with the national average. Insight Testing found that the following comparisons were significant for this measure:
  Literacy and Numeracy at SCQF Level 5, 2019 is greater than your Virtual Comparator

Table 3 below further breaks this information down separately for literacy & numeracy.

Table 3: Literacy and Numeracy achievement for all school leavers in each year from 2014/15 to 2018/19

Establishment	Year	Literacy SCQF Level				Numeracy SCQF Level			
		3+	4+	5+	6+	3+	4+	5+	6+
Midlothian	2015	96.55	92.21	69.19	44.16	96.00	87.99	63.52	30.59
	2016	98.08	93.04	73.19	47.18	97.78	90.73	68.35	26.01
	2017	98.04	94.23	77.02	49.78	98.58	94.55	72.77	22.77
	2018	98.12	94.24	76.97	52.38	98.45	92.03	69.77	24.14
	2019	97.25	92.32	77.52	45.87	98.05	93.23	68.23	20.41
	+/- on 2018	-0.87	-1.92	0.55	-6.51	-0.4	1.2	-1.54	-3.73
	3yr avg	97.80	93.60	77.17	49.34	98.36	93.27	70.26	22.44
	5yr Trend	0.18	0.03	2.08	0.43	0.51	1.31	1.18	-2.55
Virtual Comparator	2015	95.87	93.19	73.07	47.76	94.53	87.03	60.69	30.08
	2016	96.01	93.42	75.93	50.61	94.97	88.25	63.36	28.02
	2017	95.99	93.82	78.3	52.32	95.61	89.51	65.61	26.07
	2018	95.45	93.16	77.54	53.59	94.87	89.25	64.82	27.34
	2019	94.44	91.67	75.93	47.87	94.59	89.15	62.25	23.47
	+/- on 2018	-1.01	-1.49	-1.61	-5.72	-0.28	-0.1	-2.57	-3.87
	3yr avg	95.29	92.88	77.26	51.26	95.02	89.30	64.23	25.63
	5yr Trend	0.02	0.11	1.79	1.68	0.18	0.98	1.58	-0.99
National	2015	95.98	93.51	74.58	49.1	95.00	87.45	62.45	31.69
	2016	96.39	94.05	79.04	54.6	95.62	89.6	66.77	29.48
	2017	96.51	94.41	80.87	55.88	96.1	90.67	68.81	28.56
	2018	96.26	94.3	81.67	58.24	95.73	90.81	69.18	29.88
	2019	96.07	93.93	81.73	55.8	95.72	91.39	68.77	27.75
	+/- on 2018	-0.19	-0.37	0.06	-2.44	-0.01	0.58	-0.41	-2.13
	3yr avg	96.28	94.21	81.42	56.64	95.85	90.96	68.92	28.73
	5yr Trend	-0.36	-0.38	0.72	0.03	0.02	0.53	0.39	-1.65

Comments on Table 3:

- **Literary Achievement** – Midlothian's performance across SCQF Levels 3 to 6 for literacy shows an increasing trend over the five year period with overall improvements at all levels. The 2018/19 performance shows a drop on the previous year across the SCQF Level, with the exception of SCQF Level 5 which increased by 0.55% to its highest performance to date.

- Midlothian's percentage performance at SCQF level 3 & 4 has typically been above the Virtual Comparator and in line with the National average. Where the percentage is above or below for Midlothian, Insight found no significant comparisons with the exception of SCQF Level 3 in 2019 where Midlothian's performance is considered **much greater than the Virtual Comparator.**
- At SCQF Levels 5 and 6, Midlothian's performance has typically been below the Virtual Comparator but Insight testing found no significant comparisons.

- **Numeracy Achievement** – Midlothian's performance across SCQF Levels 3 to 5 for Numeracy shows an increasing trend over the five year period with overall improvements showing at all Levels. The 2018/19 performance shows a drop on the previous year across the SCQF Levels, with the exception at SCQF Level 4 which increased by 1.2% to its 2nd highest performance to date.

- Midlothian's percentage performance at SCQF Levels 3 to 5 for Numeracy have typically been above the Virtual Comparator and National average with Insight finding the following comparisons significant:

    o Midlothian's performance in **Numeracy at SCQF Level 3, 2019** is **much greater than your Virtual Comparator**
    o Midlothian's performance in **Numeracy at SCQF Level 4, 2019** is **much greater than your Virtual Comparator**
    o Midlothian's performance in **Numeracy at SCQF Level 5, 2019** is **greater than your Virtual Comparator**

- Midlothian's Numeracy performance at SCQF Level 6 has typically been lower than the Virtual Comparator across the five-year period. Insight testing found Midlothian's performance in **Numeracy at SCQF Level 6, 2019** is **lower than your Virtual Comparator.**

4. **National Benchmarking Measure: Attainment Versus Deprivation**
   This measure considers attainment of candidates at each stage broken down into ten deciles according to the Scottish Index of Multiple Deprivation (SIMD). Decile 1 refered to the attainment of pupils whose postcodes are in the 10% most deprived datazones in Scotland, while decile 10 refers to pupils with postcodes in the top 10% of the least deprived (most affluent) datazones according to SIMD.

   Figure 6 below shows the average complementary tariff scores within each SIMD decile band of all Midlothian school leavers in 2018/19 compared with the Virtual Comparator. The grey circles in Figure 6 represent the Virtual Comparator and the blue circles represent Midlothian. The circles change in size and broadly represent the proportion of young people from the total cohort appearing in each of the circles. The blue vertical lines represent the range of scores (maximum and minimum) of the leavers within each decile.

Figure 6: Average complementary tariff scores of all school leavers in 2018/19 compared with the Virtual Comparator, broken down by SIMD band of residence.
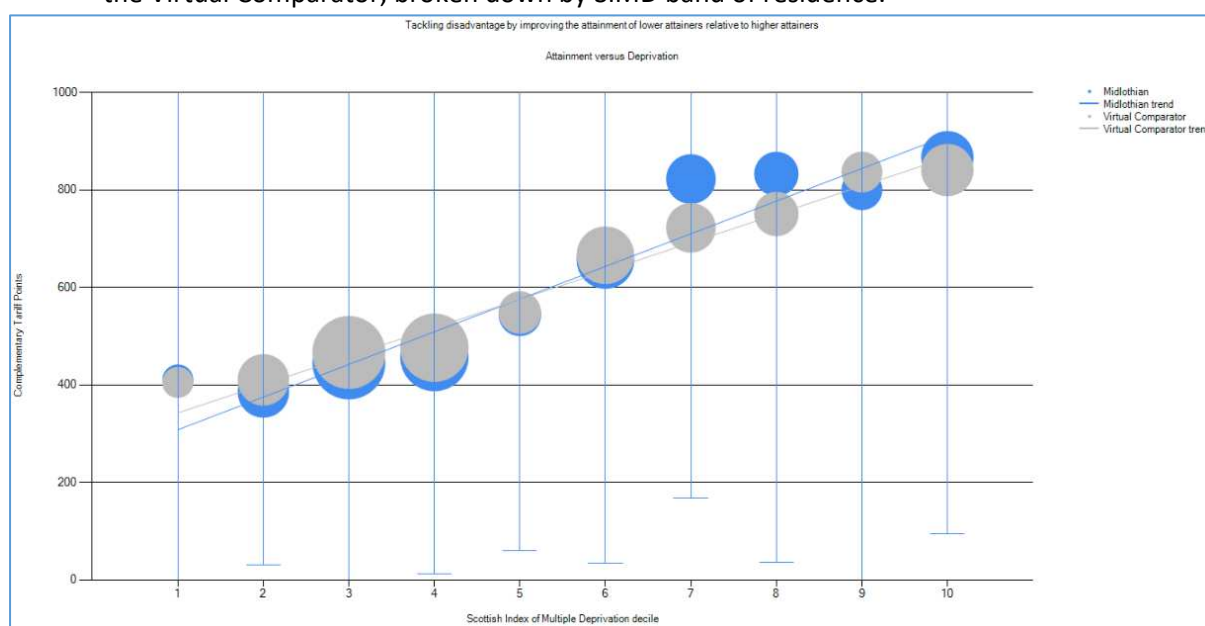
Comments of Figure 6:

- The position of Midlothian's circles in Figure 6 above compared to the Virtual Comparator circles along the trend line, would suggest that Midlothian's performance in 2018/19 is broadly in line with its Virtual Comparator across the ten SIMD deciles.
- It is important to be aware of the numbers of young people appearing in each of these deciles. For example, the circle in decile 3 is relatively large, reflecting the fact that it represents 22% of the leavers' cohort in Midlothian in 2018/19.

The full breakdown of the percentage of Midlothian's school leavers' cohort living within each ten SIMD deciles over the last five years can be viewed in Table 4 that follows:

Table 4: Percentage of Midlothian school leavers living within each SIMD Decile Band 2018/19

Establishment	Year of leaving	% of Total Cohort within each SIMD Decile Band									
		Most Deprived 1	2	3	4	5	6	7	8	9	Least Deprived 10
Midlothian	2014/15	2%	6%	14%	14%	17%	9%	12%	8%	7%	12%
	2015/16	2%	4%	15%	14%	17%	7%	13%	9%	8%	11%
	2016/17	1%	9%	20%	19%	4%	16%	11%	6%	5%	9%
	2017/18	1%	9%	17%	19%	3%	19%	12%	5%	6%	8%
	2018/19	2%	9%	22%	20%	5%	13%	8%	6%	5%	10%
	3 yr avg	1%	9%	20%	19%	4%	16%	10%	6%	5%	9%
	5 yr avg	2%	7%	18%	17%	9%	13%	11%	7%	6%	10%

Comments on Table 4:

- On average 10% of Midlothian's school leaver cohort lies within SIMD deciles 1 and 2 (20% most deprived areas in Scotland according to SIMD), 15% within deciles 9 and 10 (20% least deprived areas in Scotland) and 75% within deciles 3 to 8 (the remaining 60% of SIMD areas).

Table 5 below shows the average complementary tariff scores within each SIMD decile band for all school leavers in Midlothian since 2014/15 compared with its Virtual Comparator and the national average.

Table 5: Average complementary tariff scores of the school leaver cohort in Midlothian since 2014/15, broken down by SIMD band of residence

Establishment	Year of leaving	Total No. in Cohort	SIMD Decile Band									
			Most Deprived 1	2	3	4	5	6	7	8	9	Least Deprived 10
Midlothian	2014/15	899	260	428	439	541	597	623	555	774	730	881
	2015/16	992	489	434	459	499	575	648	655	841	755	906
	2016/17	918	650	429	499	535	539	657	716	749	837	847
	2017/18	903	274	509	517	512	603	650	685	774	857	892
	2018/19	872	410	385	445	457	544	656	822	833	800	867
	+/- on 2018		136	-124	-72	-55	-59	6	137	59	-57	-25
	3yr avg		445	441	487	501	562	654	741	785	831	869
	5yr Trend		37.5	-10.75	1.5	-21	-13.25	8.25	66.75	14.75	17.5	-3.5
Virtual Comparator	2014/15	8990	328	454	469	513	599	662	660	763	803	909
	2015/16	9920	406	457	456	515	560	691	687	813	734	907
	2016/17	9180	456	470	498	549	544	690	717	800	862	869
	2017/18	9030	272	511	523	513	585	665	694	751	864	911
	2018/19	8720	405	410	466	476	548	666	722	751	837	841
	+/- on 2018		133	-101	-57	-37	-37	1	28	0	-27	-70
	3yr avg		378	464	496	513	559	674	711	767	854	874
	5yr Trend		19.25	-11	-0.75	-9.25	-12.75	1	15.5	-3	8.5	-17
National	2014/15	52433	429	476	511	574	613	667	707	758	825	917
	2015/16	52249	444	494	534	586	627	686	723	775	833	932
	2016/17	51258	460	490	547	584	651	686	723	791	841	923
	2017/18	49707	468	497	546	593	647	695	733	780	854	938
	2018/19	49717	459	490	532	568	619	671	719	776	823	906
	+/- on 2018		-9	-7	-14	-25	-28	-24	-14	-4	-31	-32
	3yr avg		462	492	542	582	639	684	725	782	839	922
	5yr Trend		7.5	3.5	5.25	-1.5	1.5	1	3	4.5	-0.5	-2.75

Comments on Table 5:

- Midlothian's performance across the SIMD deciles over the five-year period is roughly in line with its Virtual Comparator. Where there are larger variances, Insight testing found no significant statistical differences.
- As with the national average and the Virtual Comparator, school leavers living in the most deprived areas typically have a lower complementary tariff score on average than those living in the least deprived areas.

5. **Course Measures: Leavers Breadth and Depth Trends 2014/15 to 2018/19**

This section reviews the performance of awards across SCQF Levels 3 to 7 using breadth and depth measures for school leavers across Midlothian since 2014/15. All awards contribute to this SCQF measure, as do grades in SQA courses.

The breadth and depth measures are heavily influenced by a school's curricular model. The mix of existing and new Higher qualifications in 2015 and the variety of progression pathways that candidates would have undertaken for the Higher qualifications means the 2015 to 2017 Higher results may not be fully comparable with previous years.

The percentages are based on cumulative awards and reflect the number of school leavers achieving at least the given number of awards at the SCQF level since 2014/15. The percentages are calculated as a proportion of the relevant leaver cohort.

Tables 6 & 7 that follow show the latest and best attainment at the point of leaving school in Midlothian and for the Virtual Comparator for the following breadth and depth measures:

- 1 or more awards at SCQF Levels 3 and SCQF Levels 4 or better;
- 1 or more, 3 or more, and 5 or more awards at SCQF Level 5 or better;
- 1 or more, 3 or more, and 5 or more awards at SCQF Level 6 or better; and
- 1 or more awards at SCQF Level 7 or better

Table 6 – Midlothian Breadth and Depth Data 2014/15 to 2018/19

% School Leavers Attaining	2015	2016	2017	2018	2019	2019 % point change (+/-) on 2018	3yr avg (%)	5 yr Trend	5 Yr % Point Net Change (+/-)
1 or more awards at Level 3	98.3%	99.5%	99.2%	99.3%	99.3%	0.0%	99.3%	0.2%	1.0%
1 or more awards at Level 4	95.8%	97.6%	97.7%	97.2%	96.7%	-0.6%	97.2%	0.2%	0.9%
1 or more awards at Level 5	82.9%	84.4%	87.2%	85.5%	86.0%	0.5%	86.2%	0.8%	3.1%
3 or more awards at Level 5	73.8%	72.0%	73.1%	72.3%	69.7%	-2.6%	71.7%	-1.0%	-4.0%
5 or more awards at Level 5	60.3%	59.5%	58.2%	61.0%	58.4%	-2.7%	59.2%	-0.5%	-1.9%
1 or more awards at Level 6	61.5%	59.0%	58.7%	60.6%	56.1%	-4.5%	58.5%	-1.4%	-5.4%
3 or more awards at Level 6	44.4%	43.9%	43.4%	46.6%	42.9%	-3.7%	44.3%	-0.4%	-1.5%
5 or more awards at Level 6	26.1%	30.3%	28.1%	32.6%	30.1%	-2.5%	30.2%	1.0%	3.9%
1 or more awards at Level 7	17.5%	20.8%	18.6%	18.9%	19.3%	0.3%	18.9%	0.5%	1.8%

Table 7 – Virtual Comparator Breadth and Depth Data 2014/15 to 2018/19

% School Leavers Attaining	2015	2016	2017	2018	2019	2019 % point change (+/-) on 2018	3yr avg (%)	5 yr Trend	5 Yr % Point Net Change (+/-)
1 or more awards at Level 3	97.8%	97.8%	97.8%	97.6%	97.3%	-0.3%	97.5%	-0.1%	-0.5%
1 or more awards at Level 4	95.9%	96.4%	96.2%	95.8%	95.1%	-0.7%	95.7%	-0.2%	-0.8%
1 or more awards at Level 5	85.6%	84.5%	85.9%	84.9%	83.6%	-1.3%	84.8%	-0.5%	-2.0%
3 or more awards at Level 5	71.2%	71.1%	72.5%	72.3%	69.8%	-2.5%	71.5%	-0.3%	-1.4%
5 or more awards at Level 5	57.8%	57.3%	58.5%	59.4%	57.2%	-2.2%	58.4%	-0.2%	-0.6%
1 or more awards at Level 6	60.4%	60.0%	60.9%	60.8%	57.2%	-3.6%	59.6%	-0.8%	-3.2%
3 or more awards at Level 6	45.3%	45.2%	45.3%	46.3%	43.5%	-2.9%	45.0%	-0.5%	-1.9%
5 or more awards at Level 6	31.6%	31.7%	31.3%	32.4%	30.5%	-1.8%	31.4%	-0.3%	-1.1%
1 or more awards at Level 7	20.8%	20.3%	20.2%	21.2%	18.2%	-3.0%	19.9%	-0.7%	-2.6%

Comments on Tables 6 & 7:

- Midlothian's performance in 2018/19 across the reported breadth and depth measures shows a drop on the previous year in most areas in line with the Virtual comparator. Figures for '1 or more at Level 3' and '1 or more at Level 5' are **significantly above** the Virtual Comparator.
- Midlothian's performance across the reported SCQF Level 5 to 7 measures show a fluctuating but overall improved trend over the five year period. The most significant increases have been in the percentage attaining '5 or more at Level 6' and '1 or more at Level 7' which increased by 3.9% and 1.8% respectively.

Senior Phase Qualifications: Closing the Gap

Deprivation (SIMD)

School leavers living in the 20% most deprived areas (SIMD Quintile 1) typically have lower attainment compared to those living in the 20% least deprived areas (SIMD Quintile 5). The attainment gap between school leavers living in SIMD Quintile 1 and those in SIMD Quintile 5 is wider at higher levels of qualifications. The attainment gap increases from 2 percentage points on average at SCQF Level 3 to 48 percentage points on average at SCQF Level 6.

Figures 7 to 10 that follow detail the gap in attainment at SCQF Levels 3 to 6 for school leavers in Midlothian by SIMD Quintile category since 2014/15.

Figure 7: Percentage of school leavers attaining 1 or more awards at SCQF Level 3 by SIMD category

% attaining 1 or more awards at SCQF Level 3 - SIMD Quintile 1 v SIMD Quintile 5

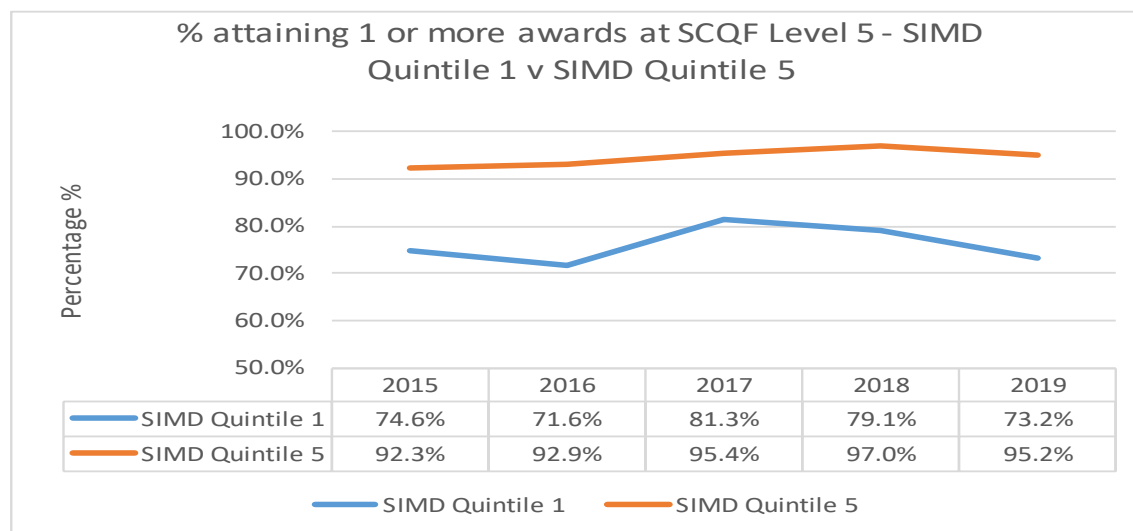|	2015	2016	2017	2018	2019
SIMD Quintile 1	97.0%	100.0%	100.0%	100.0%	99.0%
SIMD Quintile 5	99.4%	99.5%	100.0%	100.0%	99.2%
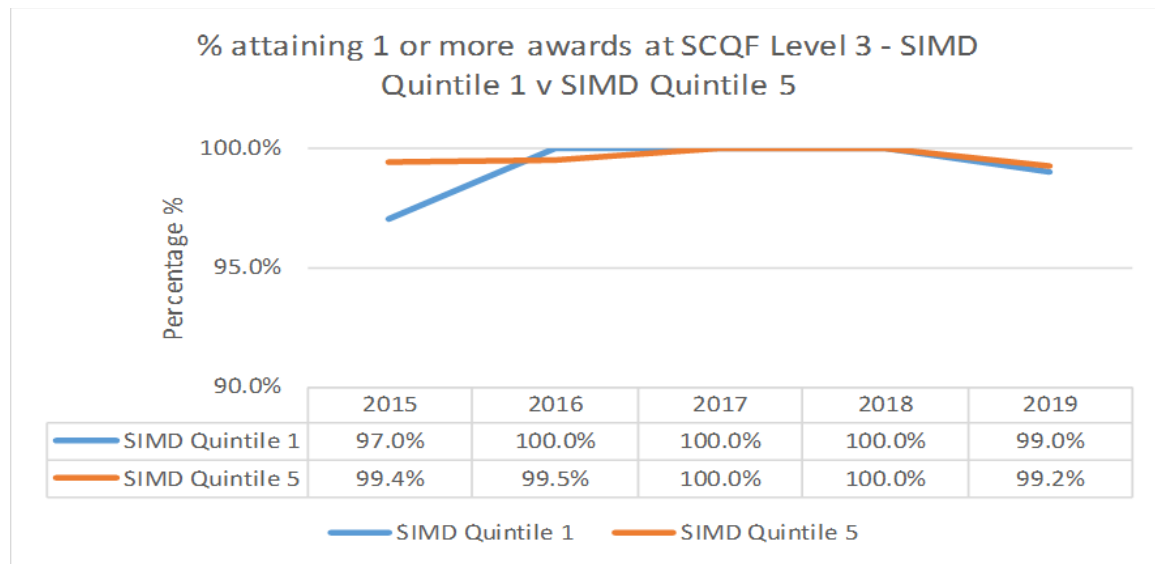
Comments on Figure 7: 99% of school leavers from SIMD Quintile 1 gained 1 or more qualifications at SCQF Level 3 in 2018/19, a 1% decrease on the previous year. The gap between Midlothian leavers from SIMD Quintile 1 and SIMD Quintile 5 in 2018/19 is in line with the previous year. The gap shows an overall reduction over the last five years, decreasing from 2.4 points in 2014/15 to 0.2 points in 2018/19.

Figure 8: Percentage of school leavers attaining 1 or more awards at SCQF Level 4 by SIMD category
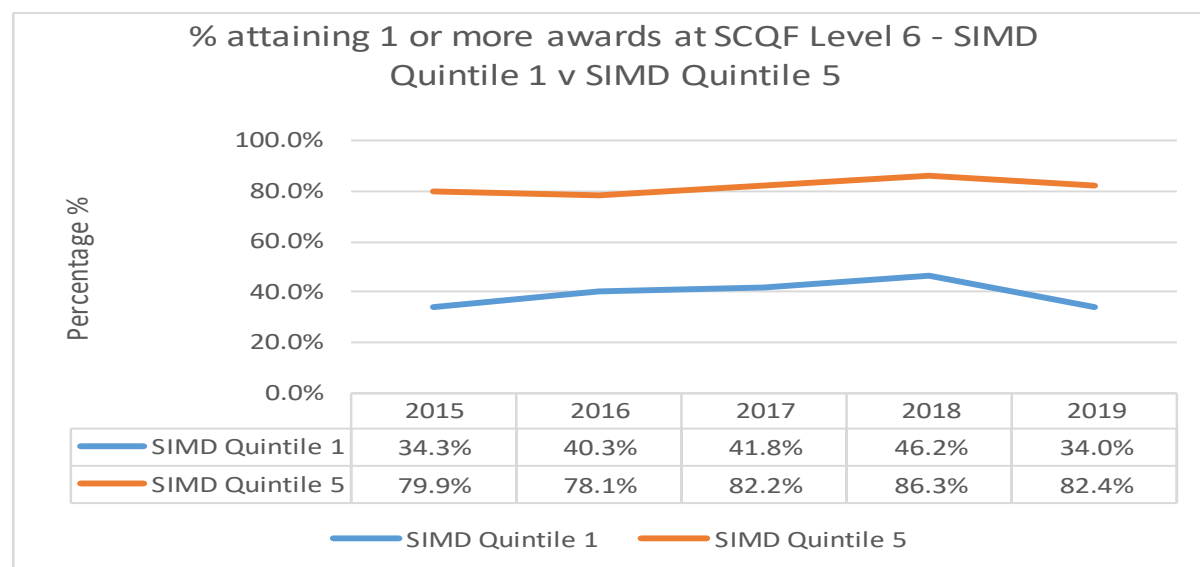
% attaining 1 or more awards at SCQF Level 4 - SIMD Quintile 1 v SIMD Quintile 5

	2015	2016	2017	2018	2019
SIMD Quintile 1	92.5%	97.0%	97.8%	95.6%	92.8%
SIMD Quintile 5	99.4%	99.5%	100.0%	100.0%	98.4%
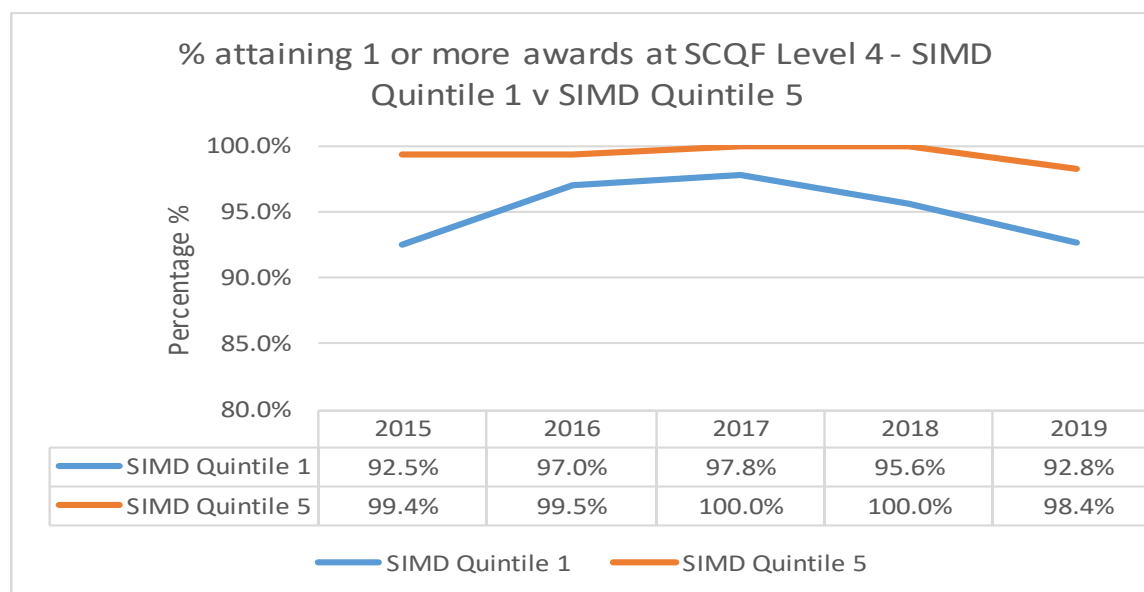
Comments on Figure 8: 92.8% of school leavers from SIMD Quintile 1 gained 1 or more qualifications at SCQF Level 4 in 2018/19, a decrease of 2.8% on the previous year and an increase of 0.3 percentage points since 2014/15. The gap between Midlothian leavers from SIMD Quintile 1 and SIMD Quintile 5 in 2018/19 increased by 1.2 percentage points on the previous year. Overall, the trend has fluctuated with the gap showing an overall decrease over the five- year period from 6.9 percentage points in 2014/15 to 5.6 points in 2018/19.

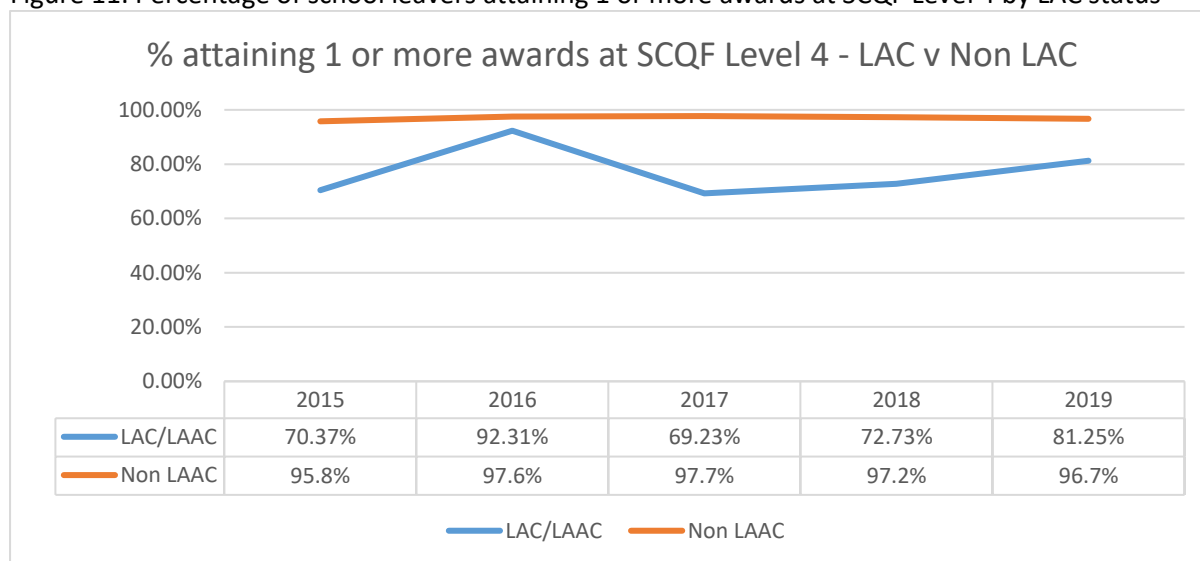Figure 9: Percentage of school leavers attaining 1 or more awards at SCQF Level 5 by SIMD category

% attaining 1 or more awards at SCQF Level 5 - SIMD Quintile 1 v SIMD Quintile 5

	2015	2016	2017	2018	2019
SIMD Quintile 1	74.6%	71.6%	81.3%	79.1%	73.2%
SIMD Quintile 5	92.3%	92.9%	95.4%	97.0%	95.2%

Comments on Figure 9: 73.2% of school leavers from SIMD Quintile 1 gained 1 or more qualifications at SCQF Level 5 in 2018/19, a decrease of 5.9% on the previous year and a decrease of 1.4 percentage points since 2014/15. The gap between Midlothian leavers from SIMD Quintile 1 and SIMD Quintile 5 in 2018/19 increased by 4.2 percentage points on the previous year. Overall, the gap shows a fluctuating trend over the five-year period increasing from 17.7 percentage points in 2014/15 to 22.0 points in 2018/19.

Figure 10: Percentage of school leavers attaining 1 or more awards at SCQF Level 6 by SIMD category

% attaining 1 or more awards at SCQF Level 6 – SIMD Quintile 1 v SIMD Quintile 5

	2015	2016	2017	2018	2019
SIMD Quintile 1	34.3%	40.3%	41.8%	46.2%	34.0%
SIMD Quintile 5	79.9%	78.1%	82.2%	86.3%	82.4%

Comments on Figure 10: 34.0% of school leavers from SIMD Quintile 1 gained 1 or more qualifications at SCQF Level 6 in 2018/19, a drop of 12.2% on the previous year. The gap between Midlothian leavers from SIMD Quintile 1 and SIMD Quintile 5 in 2018/19 increased by 8.3 percentage points on the previous year. Overall, the gap shows a fluctuating trend over the five- year period decreasing slightly from 34.3 percentage points in 2014/15 to 34.0 points in 2018/19.

Care Experienced Leavers

Figures 11 to 12 below detail the gap in attainment at SCQF Levels 4 to 5 for School leavers in Midlothian by 'Looked after' (LAC) status.
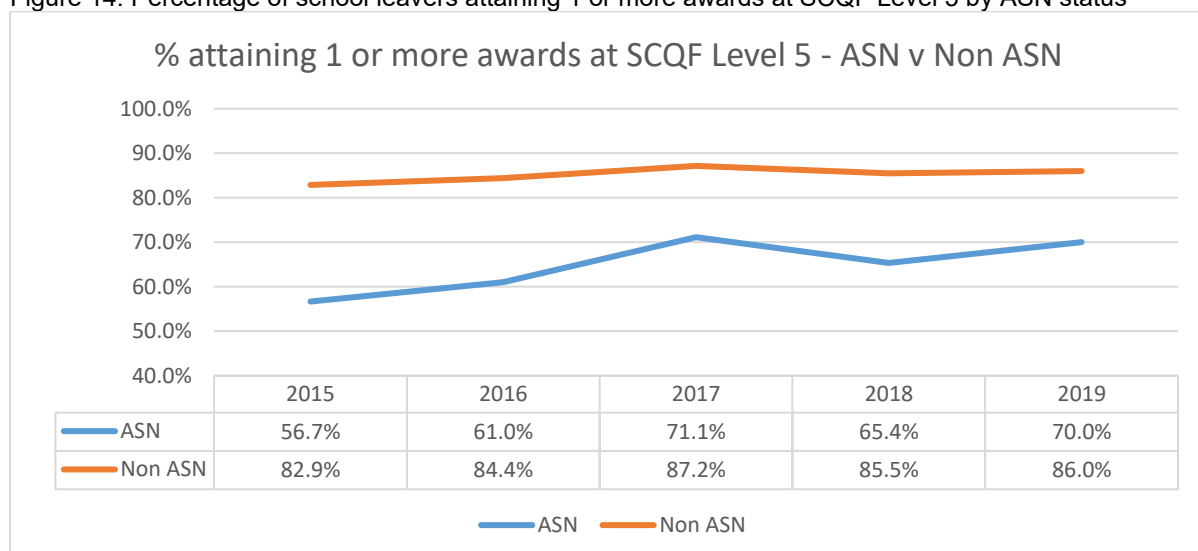
School Leavers who are looked after typically have lower attainment compared to those who are not looked after. Similar to the SIMD trends, the attainment gap between school leavers who are looked after and those who are not looked after is wider at higher levels of qualifications. The attainment gap increases from 15 percentage points on average at SCQF Level 4 to 30 percentage points on average at SCQF Level 5.

Figure 11: Percentage of school leavers attaining 1 or more awards at SCQF Level 4 by LAC status
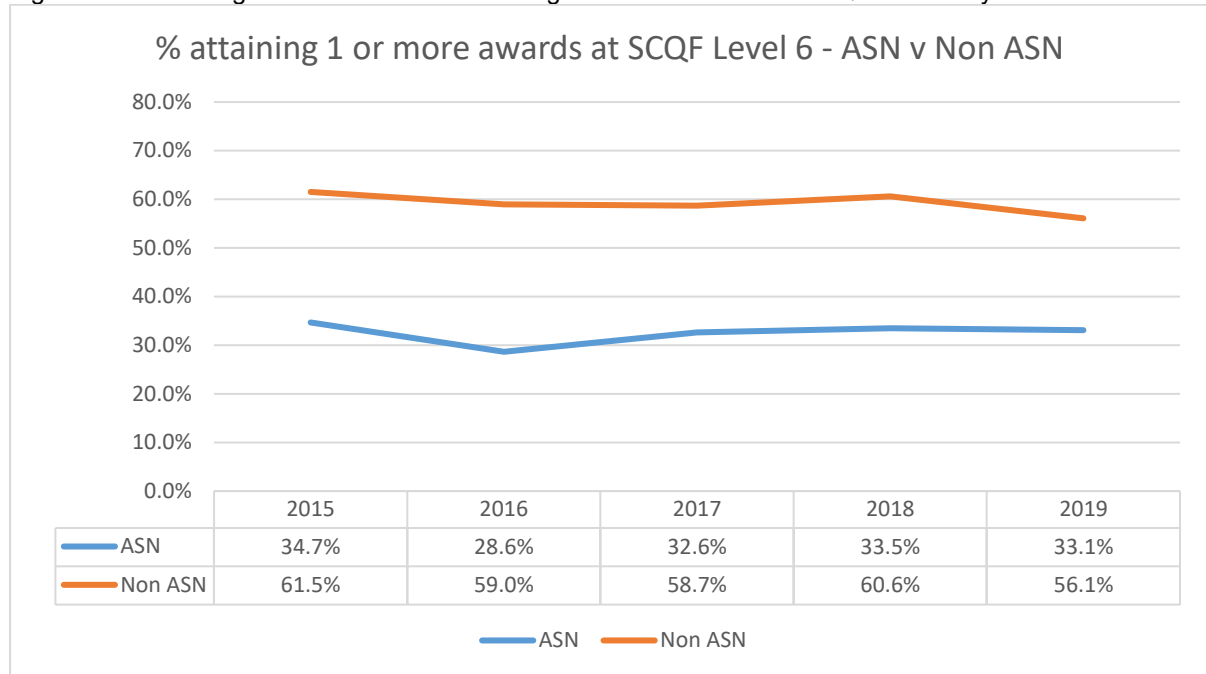
% attaining 1 or more awards at SCQF Level 4 - LAC v Non LAC

	2015	2016	2017	2018	2019
LAC/LAAC	70.37%	92.31%	69.23%	72.73%	81.25%
Non LAAC	95.8%	97.6%	97.7%	97.2%	96.7%

LAC/LAAC   Non LAAC

- **Comments on Figure 11:** 81.25% of Looked after school leavers gained 1 or more qualifications at SCQF Level 4 in 2018/19, an increase of 8.5% on the previous year. The gap between leavers who are looked after and those who are not decreased by 9.1% on the previous year to 15.4% in 2018/19. Overall the trend has fluctuated widely due to the small numbers in the looked after cohort.

Figure 12: Percentage of school leavers attaining 1 or more awards at SCQF Level 5 by LAC status

% attaining 1 or more awards at SCQF Level 5 - LAC v Non LAC

	2015	2016	2017	2018	2019
LAC/LAAC	29.63%	30.77%	53.85%	18.18%	56.25%
Non LAAC	82.9%	84.4%	87.2%	85.5%	86.0%

LAC/LAAC   Non LAAC
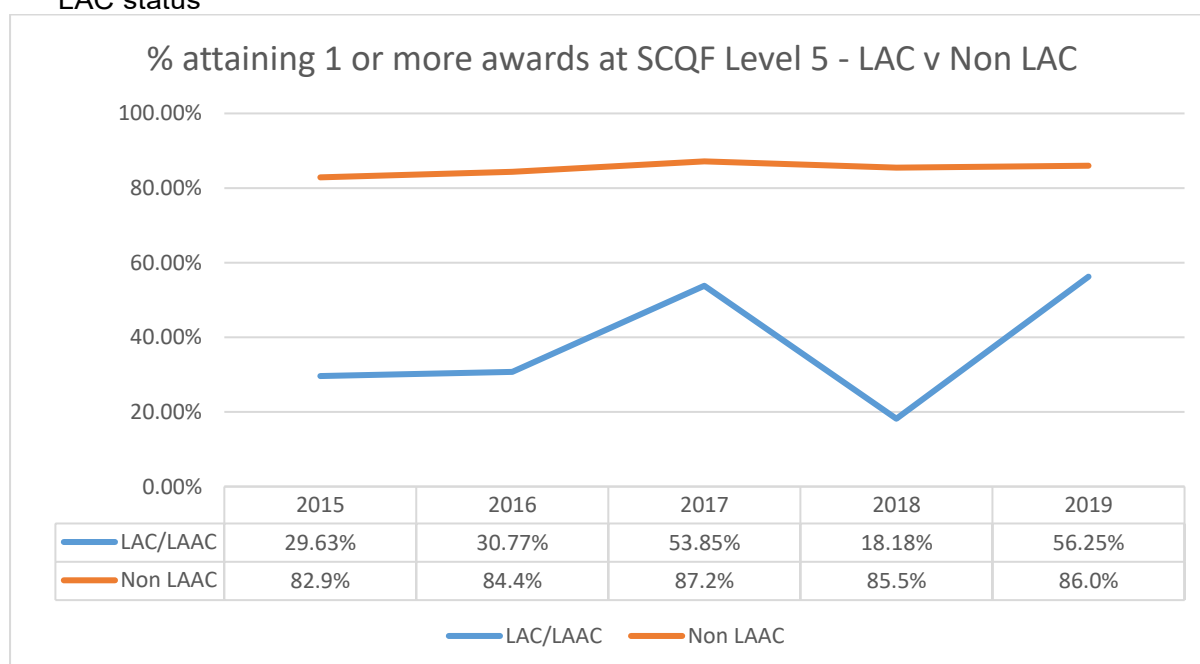
- **Comments on Figure 12:** 56.3% of looked after school leavers gained 1 or more qualifications at SCQF Level 5 in 2018/19, an increase of 38.1% on the previous year. The gap between leavers who are looked after and those who are not decreased by 37.6% on the previous year to 29.7% in 2018/19. Overall, the trend has fluctuated widely due to the small numbers in the looked after cohort.

Additional Support Needs status

Figures 13 to 15 below detail the gap in attainment at SCQF Levels 4 to 6 for school leavers in Midlothian by Additional Support Needs (ASN) status.

School Leavers with additional support needs typically have lower attainment compared to school leavers with no additional support needs. Again, similar to the SIMD trends, the attainment gap between school leavers with ASN and those without ASN is wider at the higher levels of qualifications. The attainment gap increases from 5 percentage points on average at SCQF Level 4 to 20 percentage points on average at SCQF Level 5 and 25 percentage point at SCQF Level 6.

Figure 13: Percentage of school leavers attaining 1 or more awards at SCQF Level 4 by ASN status

% attaining 1 or more awards at SCQF Level 4 - ASN v Non ASN

	2015	2016	2017	2018	2019
ASN	87.3%	93.4%	94.1%	92.6%	91.8%
Non ASN	95.8%	97.6%	97.7%	97.2%	96.7%
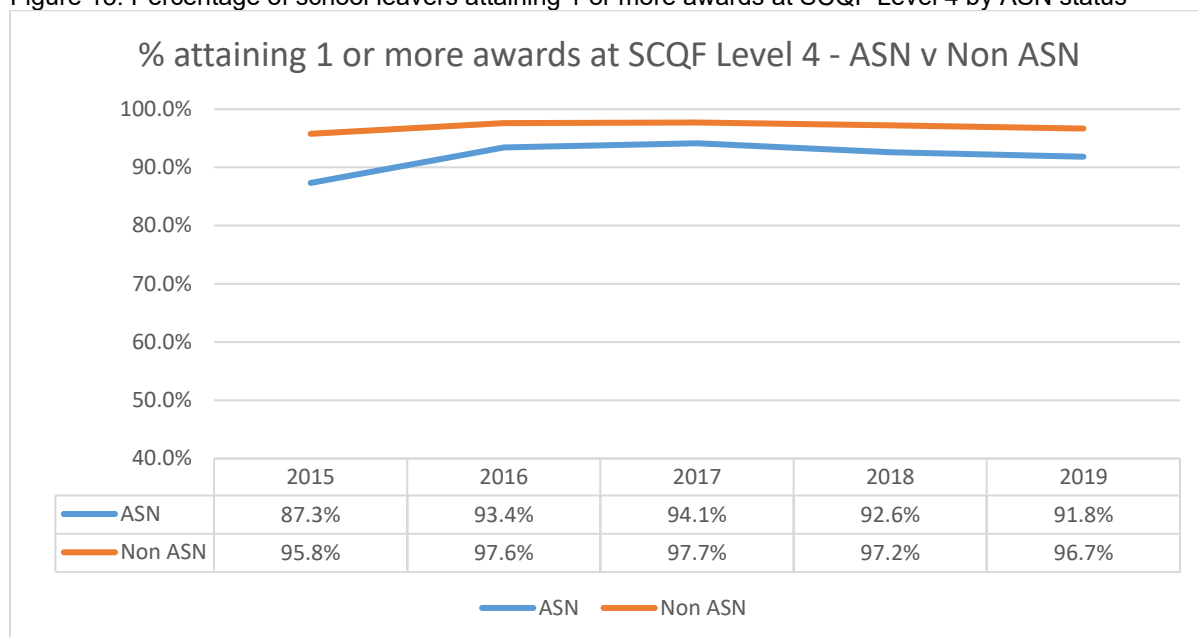
- **Comments on Figure 13:** 91.8% of school leavers with an additional support need gained 1 or more qualification at SCQF Level 4 in 2018/19 and an increase of 4.5% since 2014/15. The gap between Midlothian leavers with an additional support need and those without in 2018/19 increased by 0.2% on the previous year. Overall, the gap shows a decrease over the five-year period from 8.5% in 2014/15 to 4.9% in 2018/19.

Figure 14: Percentage of school leavers attaining 1 or more awards at SCQF Level 5 by ASN status

% attaining 1 or more awards at SCQF Level 5 - ASN v Non ASN

	2015	2016	2017	2018	2019
ASN	56.7%	61.0%	71.1%	65.4%	70.0%
Non ASN	82.9%	84.4%	87.2%	85.5%	86.0%

- Comments on Figure 14: 70% of school leavers with an additional support need gained 1 or more qualification at SCQF Level 5 in 2018/19. An increase of 4.6% on the previous year and 13.3% since 2014/15. The gap between Midlothian leavers with an additional support need and those without in 2018/19 decreased by 4.2% on the previous year. Overall, the gap shows a decrease over the five-year period from 26.2% in 2014/15 to 16% in 2018/19.

Figure 15: Percentage of school leavers attaining 1 or more awards at SCQF Level 6 by ASN status

% attaining 1 or more awards at SCQF Level 6 - ASN v Non ASN

	2015	2016	2017	2018	2019
ASN	34.7%	28.6%	32.6%	33.5%	33.1%
Non ASN	61.5%	59.0%	58.7%	60.6%	56.1%

- **Comments on Figure 14:** 33.1% of school leavers with an additional support need gained 1 or more qualification at SCQF Level 6 in 2018/19. A decrease of 0.4% on the previous year and 1.6% since 2014/15. The gap between Midlothian leavers with an additional support need and those without in 2018/19 decreased by 4.1% on the previous year. Overall, the gap shows a decrease over the five-year period from 26.8% in 2014/15 to 23% in 2018/19.

Midlothian Council Statutory Report to Scottish Ministers on Public Bodies Climate Change Duties 2019/20

Report by Derek Oliver Chief Officer Place

Report for Decision

1 Recommendations

It is recommended that Cabinet:

(a) approves the Council's Report on Compliance with the Public Bodies Climate Change Duties for 2019/20; and

(b) agrees to the submission of the report to Scottish Ministers by 30 November 2020.

2 Purpose of Report

The purpose of this report is to inform Cabinet of the Council's statement of compliance with its statutory climate change reporting duties for 2019/20, a copy of which is available in the CMIS Member's Library, and to recommend its submission to Scottish Government by the due date of 30 November 2020.

Date: 6 October 2019

Report Contact:
Richard Lamond, Research & Information Officer (Planning Service)
richard.lamond@midlothian.gov.uk

3   Background

3.1   Since 2007, all Scottish local authorities have been signatories to Scotland's Climate Change Declaration; publicly committing themselves to reducing greenhouse gas emissions, taking steps to adapt to climate change impacts and working in partnership, including with communities, on climate change.

3.2.   The Climate Change (Scotland) Act 2009 set economy-wide (not organisational) emissions reduction targets. It introduced a statutory requirement for public bodies to undertake 'climate change duties' and to operate in the way best calculated to contribute to delivering these targets and to help deliver any Scottish programme for adapting to the impacts of a changing climate. Scotland's Climate Change Adaptation Programme was published in 2014 and sets out Scottish Ministers' objectives, policies and proposals to tackle the impacts of climate change and achieve the set targets within the Act. The Act was amended in September 2019, when the Scottish Government voted to strengthen its targets for cutting greenhouse gas emissions. It now requires a 75% cut in emissions by 2030 (compared to a 1990 baseline) and it set a net-zero emissions target for 2045.

3.3   The Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015 requires local authorities and other major public bodies to report to Scottish Ministers each year on what they have done to comply with the above duties, the focus being estate and operational activity. Local authorities must submit reports by the end of November in respect of the preceding financial year.

3.4   The format of, and information to be supplied in the annual report is prescribed by legislation. Public bodies have traditionally reported by completing an extensive online pro-forma which forms part of a national database. The Scottish Government have taken over the administration of the reporting from the organisation they previously outsourced it to and in the absence of an online reporting platform this year, they have indicated that replicating its template from last year is acceptable. A copy of the Council's proposed submission (using the established template format) is available in the CMIS Member's Library. Section 4 of this report provides a summary of the submission.

3.5   The section of the report entitled 'Recommended Reporting - Wider Influence' is non-statutory and primarily relates to activity and emissions beyond the Council's estate and operational activity, i.e. by others but able to be influenced by the Council. Public bodies are encouraged to complete what they can within this section. From the 2018/19 report onwards, this section has been more populated than it was in the earlier reporting years.

**4   Summary of the Statutory Report to Scottish Ministers on Public
        Bodies Climate Change Duties 2019/20**

4.1   This section provides a summary of and explanatory notes in respect of
        the Statutory Report to Scottish Ministers on Public Bodies Climate
        Change Duties 2019/20 (hereafter referred to as the 'submission').

4.2   The Council's submission provides commentary against set
        actions/targets and technical data. This section of the report provides a
        summary of the key findings on both the statutory (Parts 1 – 5) and
        non-statutory sections of the Council's submission.

        STATUTORILY REQUIRED SECTION

        PART 1: PROFILE OF REPORTING BODY

4.3   During the report year, the Council employed 3,746 full-time equivalent
        staff and its revised budget was £206,518,000.

4.4   According to the latest population estimates from National Records of
        Scotland (NRS), which are from mid-2019, Midlothian Council provided
        local authority services during the report year to a population of 92,460.
        This was an increase of 1.2% on the mid-2018 estimate; the joint-
        highest percentage increase of all Scottish local authorities over the
        period. From mid-2009 to mid-2019, Midlothian has experienced the
        second highest such population increase in Scotland at 12.9%, behind
        the City of Edinburgh at 13.3% and considerably higher than the next
        highest increase of 8.9% in East Lothian. Between now and 2028,
        NRS project that the population of Midlothian will grow to 104,000,
        which amounts to an increase of 13.8%. This compares to an
        equivalent Scotland-wide figure of 1.8% and is the greatest expected
        increase of any local authority nationwide. These figures indicate the
        scale of growth locally and the attendant challenges and opportunities
        faced by the Council in addressing climate change.

4.5   The report year fell within an ongoing period of considerable financial
        constraint and organisational change for the Council, which, coupled
        with increasing service demands and customer expectations has
        served to intensify the challenge of addressing climate change. These
        circumstances should also be viewed against the approval in autumn
        2019 by the Scottish Parliament of more ambitious emissions
        reductions targets and the climate emergency declarations by the
        Scottish Government and UK Parliament, as well as Midlothian Council
        itself in late 2019 (approving a target of net zero carbon by 2030).
        Midlothian Council approved a Climate Change Strategy and Action
        Plan at its meeting in August 2020 – however is outwith the 2019-20
        reporting period.

PART 2: GOVERNANCE, MANAGEMENT AND STRATEGY

4.6   Political leadership in respect of and responsibility for the Council's climate change actions lies with its Cabinet. In previous years, a cross-divisional Climate Change & Sustainable Development Group of officers reported to the Corporate Management Team and to Cabinet in turn. Cabinet has also previously referred the Council's Public Bodies Climate Change Duties (PBCCD) Report to the Performance Review and Scrutiny Committee for information.

4.7   While the Climate Change & Sustainable Development group did not meet in the reporting year, a review of the Council's Climate Change Strategy was progressed during this time. It was presented to the Council meeting of 25 of August 2020 and proposed the creation of a Climate Change Board. This would oversee and co-ordinate the Council's day to day activity on climate change matters including the preparation and review of the Strategy and a Carbon Management Plan, implementing an action plan and ensuring compliance with the statutory annual PBCCD Annual Report requirements. The board would be supported by a cross service Climate Change Working Group (composed of climate change champions from across the Council).

4.8   The Council's Planning team manager has historically been the chair of the Climate Change and Sustainable Development Group and this department has also been responsible for the recent review of the Climate Change Strategy. The PBCCD reports are completed by the Planning Team (with input from other Council services) who also compiles a list of pro-environmental and carbon reduction activities that the Council is currently undertaking (in the form of a Climate Change Audit).

4.9   The Property & Facilities Management Service previously prepared two Carbon Management Plans (CMPs), however the second expired in 2016 and since then a carbon reduction target has been included in their annual Service Plan. The revised Climate Change Strategy proposes that they produce a fresh CMP to be reviewed by the new Climate Change Board at regular intervals and align with the timeframe of the new Strategy.

4.10   Other important contributors in relation to climate change activity within Properties & Facilities Management include:
   - An Energy Officer, who is a key contributor to the PBCCD reports providing data on electricity and fuel consumption and generation. More generally, their work also involves monitoring energy consumption within the Council's estate;
   - Project Managers who work on various energy efficiency schemes across the Council Estate. These include those under the Non-Domestic Energy Efficiency Framework, Post-Occupancy Energy Benchmarking Reviews of new-build schools and the procurement of an energy partner for the Council's ambitious future emissions reduction and renewables projects; and

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- A Planned Maintenance Manager, whose work includes managing an energy efficiency scheme to help reduce carbon emissions and tackle fuel poverty (the Energy Company Obligation).

4.11 Staff with important roles for climate change activities that are located in the Council's Commercial Operations Service include:
- An Active Travel Officer - promoting cycling and walking across the county;
- An Active Travel Officer for Schools - promoting increased use of active travel to schools;
- A School Travel Plan Co-ordinator - encourage healthy and sustainable school travel options; and
- A Sustainable Transport Project Officer - ensuring that the Council has a strategy to meet the Scottish Government's 2025 target of no combustion engine vehicles within public fleets.

4.12 In completing the submission, Councils are required to identify specific climate change mitigation and adaptation objectives in its corporate plan or similar documents. The following objectives have been agreed:
- The Council's Climate Emergency Declaration of December 2019 set the target of the Council's activities being net-zero carbon by 2030 – a Climate Change Strategy and Action Plan to achieve this target was approved by Council in August 2020;
- The Single Midlothian Plan 2020/21, which aligns with the goal of the Council's Climate Emergency Declaration, aims to ensure that "environmental limits are better respected, especially in relation to waste, transport, climate change and biodiversity"; and
- The Council's Capital Investment Strategy includes objectives to promote low and zero-carbon technologies.

4.13 In addition to listing these primary documents through which the Council pursues its climate change objectives, the submission further requires the identification of numerous other supplementary corporate documents and strategies that cover more specific areas of climate change, such as adaptation, energy efficiency, transport and biodiversity. Those referred to in the submission include:
- Council service plans where they include goals such as the increased generation of green energy from the Council's estate or greater use of low emissions vehicles within its fleet;
- The Midlothian Active Travel Strategy, whose objectives and accompanying action plan are geared towards increasing walking and cycling and therefore reducing motorised transport and the greenhouse gas emissions associated with it;
- The Midlothian Local Development Plan, which includes numerous policies that support the sustainable development of land and the adoption of renewable and low carbon heating systems; and
- The Council's Procurement Strategy, which has 'environmental benefits' as one of its five strategic themes and refers to the importance of the 'Sustainable Procurement Duty' in relation to climate change.

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4.14   Various priorities for climate change governance, management and strategy are proposed in part 2 of the submission. These are primarily built around the Council's new Climate Change Strategy and are:

- To get management and Council approval of the draft Climate Change Strategy and its targets (as contained in its action plan)[1];
- Accelerating organisational change to extend home working to reduce work-related travel and therefore the emissions associated with it;
- Agree the composition, remits and meeting schedules of the new Climate Change Board and Working Group;
- Prepare a new Carbon Management Plan; and
- To develop an online staff training module on the Council's work on climate change and ways that staff can change their behaviour to reduce their contribution to it.

PART 3: EMISSIONS, TARGETS & PROJECTS

4.15   Estate/operational emissions for the purposes of the submission are those arising from the use of mains electricity, mains (i.e. natural) gas, mains water, heating and fuel oils, diesel and petrol. Table 3a of the submission shows that estate/operational emissions are estimated to be equivalent to just under 15,000 tonnes of carbon dioxide. Table 3b of the submission breaks these down into their components for the report year.

4.16   Comparisons of emissions across reporting years are somewhat hindered due to different sources being considered in different years. For example, previous submissions have included those arising from commuting and staff use of private motor vehicles but have excluded emissions associated with power for stair lighting, door entry systems and Christmas/festive lighting. However, the data in the 2019/20 report in this respect is generally comparable to that from 2018/19 and it shows a fall in emissions of 8% between the two years. Despite the above caveat, it is also apparent that this is the continuation of a pattern that has been taking place since at least 2006/07.

4.17   A major factor in the declining extent of the Council's carbon footprint is the continued decarbonisation of grid electricity. 0.49kg of CO_2 equivalent was emitted per kWh of electricity generated in 2014/15, but in 2019/20 this figure was 0.26kg of CO_2e/kWh, equating to a fall of 47%. It implies that a large part of the reduction in emissions from Council activities is not down to its own efforts, but is coincidental; in other words that the increased generation of renewable energy in Scotland is the driver.

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[1] This has since been achieved, as the Strategy was presented to the Council's meeting of the 25th of August 2020. However it is included in the submission as it deals with the 2019/20 financial year, during which the Strategy was drafted and consulted on.

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4.18   Despite this observation, it should be recognised that considerable efforts *are* being made by the Council to directly reduce its own emissions. These include:
- The increased use of electric vehicles – as of August 2020, the Council has 18 of these (7 owned and 11 leased);
- The replacement of 959 street lights with LED lanterns (which use five times less energy) during 2019/20 compared to a target of 700; and
- The implementation of various projects across the Council estate to reduce electricity and gas consumption, which saved an estimated 55 tonnes of CO_2 during the year.

4.19   The 2019/20 submission also reports a dramatic increase in the amount of renewable electricity generated by the Council compared to previous years. This is due to output from the solar photovoltaic systems mainly across Midlothian's schools, many of which have been newly installed since the last PBCCD report. In 2018/19 these systems generated around 18,000kWh of green electricity, whereas in 2019/20 they generated around 110,000kWh (a greater than five-fold increase). For comparison, the amount of solar electricity generated by the Council in 2019/20 is equivalent to the annual power used by Bilston Primary School or Stobhill Primary School.

4.20   The release of around 8tCO$_2$e was avoided in 2019/20 due to changes in the extent and operation of the Council's estate, further contributing to a reduction in its carbon footprint. There was a fall of 12tCO$_2$e when taking into account building refurbishments and extensions, but an increase of 4tCO$_2$e in emissions resulting from service changes (primarily increased student numbers in education facilities).

4.21   It is worthwhile remembering that the reduction in the Council's carbon footprint in recent years has taken place against a background of population growth in the area. Even though, as mentioned in paragraph 4.17 above, this is partly due to actions taken by others, it nevertheless implies that the Council has still built on rather than undermined these gains and is providing services with a greater carbon efficiency per resident year-on-year.

PART 4: ADAPTATION

4.22   This part of the submission sets out how the Council has assessed current and future climate-related risks, arrangements for managing them and adaptation actions. It references the role of the Midlothian Local Development Plan 2017 and its Strategic Flood Risk Assessment as well as the Forth Estuary Local Flood Risk Management Plan in determining future climate risks (specifically flooding). The latter also assists in managing and adapting to such risks alongside internal Council documents which include the Severe Weather Plan and Winter Service Policy and Operational Plan. The submission also notes the role of the Midlothian Green Network Supplementary Guidance in enabling the natural environment to contribute to climate change

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mitigation and adaptation, for example in ensuring habitat connectivity to allow for the movement of species.

4.23   Current and future climate-related risks are also covered by the Midlothian Community Planning Partnership Strategic Assessment 2019. Its aim is to provide an insight into the main issues that present a threat or risk to the communities within Midlothian. It does this using 'PESTEL'[2] analysis. Environmental issues such as climate change are examined as part of this process. For example, it discusses the ongoing implications for the Council of the Climate Change (Scotland) Act 2009 and The Climate Change (Emissions Reduction Targets) (Scotland) Act 2019.

4.24   Part 4 of the submission also requires public bodies to demonstrate progress in delivering the goals of the Scottish Climate Change Adaptation Programme. To this end, the Forth Estuary Local Flood Risk Management Plan, The Midlothian Green Network Supplementary Guidance and the Local Biodiversity Action Plan are assisting in maintaining the climate-readiness of the natural environment. These strategies and the Midlothian Local Development Plan ensure the consideration of climate change impacts in reaching planning decisions. Meetings between the Council's Planning team and a representative of the Roads Service with Scottish Water, the Scottish Environment Protection Agency and Scottish Natural Heritage are listed against another outcome of the Scottish Government's Adaptation Programme, namely the importance of having climate-ready buildings and infrastructure. The Council's desire to apply the Energy Efficiency Standard for Social Housing is also referred to in this portion of the submission.

PART 5: PROCUREMENT

4.25   This part sets out how procurement policies and activities have contributed to compliance with climate change duties.

4.26   This part of the submission notes the prominence within the Procurement Strategy of considering environmental matters when buying goods and services and that tender processes use the European Single Procurement Document, which includes standard question sets on environmental compliance and policy to help ensure that tenderers have an appropriate history and overall approach to environmental considerations. This section of the submission also refers readers on to relevant pages of the Public Contracts Scotland website where they can inspect the practical application of these principles, for example in relation to the construction of the new Easthouses Primary School and a Contract Notice for the provision of disposal and/or treatment capacity for residual waste.

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[2] 'PESTEL' – Political, Economic, Sociological, Technological, Environmental and Legislative.

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RECOMMENDED REPORTING (NON-STATUTORY) PART: WIDER INFLUENCE

4.27   Table 1a of this part of the submission shows that the Midlothian's per capita level of greenhouse gas emissions (those emissions considered by the UK Government to be at least influenced by the Council) have reduced from 6.4 tonnes CO_2 in 2008 to 4.3 tonnes in 2018 (the latest year for which an official figure is available). This equates to a reduction of 33%. The table also shows that the Midlothian's total emissions have fallen from 520,000 tCO_{2e} in 2008 to 390,000 tCO_{2e} in 2018. The transport sector accounts for the largest share of this figure and emissions from this source have not fallen over that timescale while large reductions have been seen in the industrial/commerce and domestic sectors over the same period.

4.28   Under 'Other Notable Reporting Activity', table 5 sets out key actions related to area-wide climate change actions that are not readily amenable for inclusion elsewhere within the submission. These have been informed by work in compiling a 'Climate Change Audit' - a list of projects and strategies that the Council is doing to promote pro-environmental goals. Examples provided include the funding of the Midlothian Ranger Service (to support habitats and biodiversity), investment in energy efficiency and renewable energy projects using Salix funding, activities of the Waste Awareness Team (which assist in reducing landfill emissions) and various active travel initiatives.

5   **Report Implications (Resource, Digital, Risk and Equalities)**

        Resource

5.1   Previous reporting to the Corporate Management Team noted that the Council's services were not adequately resourced to fulfil the requirements of the Climate Change (Scotland) Act. This was highlighted in a report by Internal Audit from April 2018 which noted that governance arrangements – specifically the Carbon Management Board and Climate Change & Sustainable Development Group were not being put into practice. Implementing the actions contained within the Council's new Climate Change Strategy[3], particularly the creation of a new Climate Change Board and Working Group, will seek to address these issues. The resourcing of these groups and the cascading of information from them is integral to the effective completion of future submissions, as a dedicated section of the report on these topics is required.

5.2   Similarly, the full completion of other portions of the pro-forma relies on the continued and consistent collaboration of managers and teams across the Council's services to support the work of the Climate

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[3] As presented to the Council meeting of the 25 August 2020.

Change Board and to ensure compliance with our statutory duties and avoid the risks noted in paragraphs 5.4 and 5.5 below.

Digital

5.3   None.

Risk

5.4   Under the Climate Change (Scotland) Act, Scottish Ministers may instruct investigations into PBCCD reports. The Scottish Government may assess them in relation to their compliance to monitor progress and their guidance conveys the message that responsibility for compliance with the public bodies' climate change duties rests with the reporting organisation, which will run the risk of legal challenge or reputational damage if this cannot be demonstrated. It should be noted that in 2019, a group of environmental lawyers wrote to 100 local authorities in England to warn them of the risk of legal action should they not adequately address their obligations in relation to climate change.

5.5   The reporting requirements for public bodies have become more stringent over recent years. For example, the 2018/19 guidance stated that "it is untenable for a public body not to have some form of [carbon reduction] target set and monitored". This direction of travel implies that any deficiencies in resourcing climate change work within the Council are more likely to become apparent in future.

5.6   These risks can be minimised through the continued provision of the officer posts named in this document (e.g. in paragraphs 4.10 and 4.11) and the provision of additional resources as approved as part of the Council's Climate Change Strategy, the means noted in paragraph 5.2 and the implementation of the Council's new Climate Change Strategy.

Ensuring Equalities

5.7   Not applicable. The people implications of this report relate to minor aspects of the working practices of a limited number of staff and are primarily dealt with in relation to the Council's new Climate Change Strategy.

Additional Report Implications

5.8   For additional report implications see Appendix A.

Appendices

Appendix A – Additional Report Implications
Appendix B – Background Papers/Resource Links

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APPENDIX A – Additional Report Implications

A.1   Key Priorities within the Single Midlothian Plan

Midlothian Council and its Community Planning Partners have made a commitment to reducing the impact of climate change as a key priority under the Single Midlothian Plan.

The recommendations of this report will assist in reporting on progress towards this goal.

A.2   Key Drivers for Change

Key drivers addressed in this report:

☒ Holistic Working
☐ Hub and Spoke
☐ Modern
☒ Sustainable
☐ Transformational
☒ Preventative
☐ Asset-based
☒ Continuous Improvement
☐ One size fits one
☐ None of the above

A.3   Key Delivery Streams

Key delivery streams addressed in this report:

☒ One Council Working with you, for you
☒ Preventative and Sustainable
☐ Efficient and Modern
☐ Innovative and Ambitious

A.4   Delivering Best Value

The PBCCD submission has been expanded in recent years to provide a more thorough account of activities that the Council has been doing in relation to climate change. This has mainly been done through the use of information within existing department Service Plans and Performance Reports, ensuring that this expansion in the content of the submissions has been done in a manner which is efficient for staff. It has not involved the use of additional financial or equipment resources.

A.5   Involving Communities and Other Stakeholders

Not applicable – producing the PBCCD submission is an internal Council process.

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A.6　Impact on Performance and Outcomes

The submission of the report will demonstrate compliance with climate change legislation. The comprehensive nature of the submission demonstrates commitment to go beyond the minimum requirements in this regard.

A.7　Adopting a Preventative Approach

The timely and thorough completion of the PBCCD submission reduces the likelihood of legal challenge or investigations into the Council regarding non-compliance with the requirements of climate change legislation. The participation of Council staff in making future submissions as comprehensive as possible is necessary in maintaining this position.

A.8　Supporting Sustainable Development

This report only concerns sustainable development in that it reports on what the Council is doing to promote it.

APPENDIX B – Background Papers/Resource Links

Midlothian Council Statutory Report to Scottish Ministers on Public Bodies Climate Change Duties 2019/20 – CMIS Library

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PART 1 – PROFILE OF THE REPORTING BODY

1(a) Name of reporting body
Midlothian Council

1(b) Type of Body
Local Government

1(c) Highest number of full-time equivalent staff in the body during the report year
3,746

1(d) Metrics used by the body			
Specify the metrics that the body uses to assess its performance in relation to climate change and sustainability.			
Metric	Unit	Value	Comments
			Midlothian Council did not use any such metrics to assess the climate change and sustainability performance of its estate/operations during the report year. Where the Council previously reported performance against its Carbon Management Plan (as reported below, there was no such plan for this report year), this was simply in terms of tCO_2e by emission source (grid electricity, natural gas, diesel, etc.) without the use of any special metrics to relate emissions to floorspace, population, or such like.

1(e) Overall budget of the body	
Specify approximate £/annum for the report year.	
£206,518,000	This is the "revised budget" figure. It is from the Council final outturn report and is a statement of the amount of budget allocated in line with Council governance. At the time of writing, the 19/20 financial statements are going through the audit process from external auditors Ernst & Young.

1(f) Report year	
Specify the report year	
Report Year	**Report Year Comments**
Financial (April to March)	

1(g) Context
Provide a summary of the body's nature and functions that are relevant to climate change reporting.

During the reporting year, Midlothian Council was responsible for the utility/fuel costs of:
• A building portfolio of around 200 premises that includes:
    o 3 major administration offices (all located in Dalkeith)
    o 4 works depots
    o 9 libraries
    o 40 schools
    o 7 leisure centres and swimming pools (some of which are co-located on school premises)
• 19,769 street lighting points
• 948 signs
• 705 street lighting control cabinets
• 626 bollards
• 266 vehicles, including those on a long-term lease. 18 of these are electric, of which 7 are owned and 11 are leased. 4 further electric vehicles are due for delivery in September 2020.
• 73 sets of traffic signal crossings and associated equipment
• 62 CCTV cameras and associated equipment
• 33 sets of traffic signals and associated equipment
• 21 public electric vehicle charging points
• 1 electric cargo bicycle
• Various stair lighting and door entry systems, as well as Christmas/festive lighting.

According to the latest population estimates from National Records of Scotland (NRS), which are from mid-2019, Midlothian Council provided local authority services during the report year to a population of 92,460. This was an increase of 1.2% on the mid-2018 estimate; the joint-highest percentage increase of all Scottish Local Authorities over the period. From mid-2009 to mid-2019, Midlothian has experienced the second highest such population increase in Scotland at 12.9%, behind the City of Edinburgh at 13.3% and considerably higher than the next highest increase of 8.9% in East Lothian. Between now and 2028, NRS project that the population of Midlothian will grow to 104,000, which amounts to an increase of 13.8%. This compares to an equivalent Scotland-wide figure of 1.8% and is the greatest expected increase of any local authority nationwide.

These figures are indicative of the scale of growth locally and the attendant challenges and opportunities faced by the Council in addressing climate change. The report year fell within an ongoing period of considerable financial constraint and organisational change for the Council which, coupled with increasing service demands and customer expectations, has served to intensify the challenge of addressing climate change. Further information on Midlothian Council is available at https://www.midlothian.gov.uk/info/591/your_council.

Midlothian Integration Joint Board uses Midlothian Council's facilities. Emissions, etc. associated with the Board are excluded in this report, which focuses on Midlothian Council specifically.

PART 2 – GOVERNANCE, MANAGEMENT & STRATEGY

2(a) How is climate change governed in the body?
Provide a summary of the roles performed by the body's governance bodies and members in relation to climate change. If any of the body's activities in relation to climate change sit outside its own governance arrangements (in relation to, for example, land use, adaptation, transport, business travel, waste, information and communication technology, procurement or behaviour change), identify these activities and the governance arrangements.
Political leadership in respect of and responsibility for climate change lies with a Cabinet of Elected Members drawn from the political administration.   In previous years, a cross-divisional Climate Change & Sustainable Development Group of officers has reported to the Council's Corporate Management Team (CMT) - which consists of senior Council managers - as well as to Cabinet too. While this group did not meet during the reporting year, a review of the Council's Climate Change Strategy was progressed during and since the reporting year (this is discussed in question 2(d) below). It proposes the creation of a Climate Change Board to oversee and co-ordinate the Council's day to day activity on climate change matters (including, amongst other things, the preparation and review of the strategy and carbon management plan, implementing an action plan and ensuring compliance with the statutory annual Public Bodies Climate Change Duties (PBCCD) Annual Report requirements as required in response to the Climate Change (Scotland) Act 2009) and reporting to CMT, Cabinet, and/or Council when required. The board would be supported by a cross service Climate Change Working Group (which will comprise the climate change champions from across the Council).   The head of the Council's Planning Team has historically been the chair of the Climate Change and Sustainable Development Group and this department has a central role in climate change governance: it has also been responsible for the review of the Climate Change Strategy and completes the Council's PBCCDs annual reports. This is put before Cabinet for approval prior to its submission.   The Council previously prepared two Carbon Management Plans (CMPs) which were led by the Resources division's Property & Facilities Management service. They chaired the Carbon Management Team, which was a cross-divisional team (including building, waste, street lighting and fleet interests) and reported to a Carbon Management Board comprising all Directors and the Head of Property & Facilities Management. The second CMP expired in 2016 and since then the Council's carbon reduction target has been included in the Property and Facilities Management Service Plan. The new Climate Change Strategy proposes producing a new CMP which will be reviewed at regular intervals and align with the timeframe of the new Strategy   The Performance Review and Scrutiny Committee (PRSC), which is composed of elected members, is responsible for reviewing performance against policy objectives and commenting on decisions, policies and their impact. Cabinet has previously referred the Council's PBCCD report to the PRSC for evaluation.

Through quarterly reporting, Cabinet and the PRSC receive summaries on performance in relation to the Single Midlothian Plan (Midlothian's Local Outcomes Improvement Plan) and corporate/service level actions, indicators and targets.

2(b) How is climate change action managed and embedded by the body?

Provide a summary of how decision-making in relation to climate change action by the body is managed and how responsibility is allocated to the body's senior staff, departmental heads etc. If any such decision-making sits outside the body's own governance arrangements (in relation to, for example, land use, adaptation, transport, business travel, waste, information and communication technology, procurement or behaviour change), identify how this is managed and how responsibility is allocated outside the body

Midlothian Council's governance arrangements for matters relating to climate change are discussed in question 2a above, but beyond the role of Cabinet and various Committees, climate change management within the Council was embedded largely within two of its three directorates: Resources and Education, Communities and Economy. During the reporting year, a management reorganisation has meant that responsibilities fall under the newly-created Place Directorate.

Important contributors in relation to climate change management and governance are found within the Place Directorate's Planning Team. Its activities in this area include:

- The Department Manager has previously chaired the cross-divisional Climate Change & Sustainable Development Group;
- During 2019/20, a Lead Officer from the Planning Team led the drafting of a new Climate Change Strategy and accompanying targets for action in this area. This work has been supported by the Department Manager, another Lead Officer and its Research & Information Officer. The new Strategy will instigate various measures involving departments across the Council, aimed towards reducing its carbon footprint. The Strategy also proposes creating a Climate Change Board which will enable more cross-organisational working on the issue;
- The Team's Research & Information Officer leads on compiling the annual Public Bodies Climate Change Duties report, in conjunction with colleagues from other services who supply information for it.

Important contributors in relation to climate change activity elsewhere in the Place Directorate include staff within the Properties & Facilities Management Service. It previously led the Council's Carbon Management Plan and chaired the Carbon Management Team – the new draft Climate Change Strategy proposes new management arrangements in this regard, with the Council's Property Manager assisting in drafting these and the other components of its content. It is likely that they will be a key component of meeting its aspirations.

The Properties & Facilities Management Service also contains several staff whose work involves various activities to reduce the Council's energy consumption and carbon footprint. These include:

- An Energy Officer, who is a key contributor to the PBCCD reports, as they provide data on electricity and fuel consumption and generation. More generally, their work also involves monitoring energy consumption within the Council's estate;
- Project Managers who work on various energy efficiency schemes across the Council Estate. These include those under the Non-Domestic Energy Efficiency Framework, Post-Occupancy Energy Benchmarking Reviews of new-build schools and the procurement of an energy partner for the Council's ambitious future emissions reduction and renewables projects;
- A Planned Maintenance Manager, whose work includes managing an energy efficiency scheme to help reduce carbon emissions and tackle fuel poverty (the Energy Company Obligation).

Another important contributor to Midlothian Council's climate change actions is the Commercial Operations Service (also part of the Place Directorate). Their activities in this area include:

- An Active Travel Officer, whose role involves promoting cycling and walking across the area, such as by working on projects to provide facilities and equipment for staff;
- An Active Travel Officer for Schools. This post was created during 2019/20 from the former 'I-Bike Officer' role and specifically focuses on increasing the use of active travel in schools;
- A School Travel Plan Co-ordinator. School Travel Plans document the measures that schools do to reduce unnecessary car use, encourage healthy and sustainable travel options and increase safety for children getting to and from school. They apply to both staff and pupils.
- A Sustainable Transport Project Officer. They have the task of ensuring that the Council has a strategy for fleet replacement and necessary infrastructure to meet the Scottish Government's 2025 target of no combustion engine vehicles within public fleets.

In-house 'Integrated Impact Assessments' accompany each of the Service Plans for Council departments. These are completed by the relevant manager or lead officer and are used to identify whether proposals will have environmental impacts, and if so, what they are and their magnitude. They require the author to rate whether such proposals have high or low relevance to environmental matters and to also provide further detail on how they may or may not impact on more specific environmental issues, including climate change adaptation, enhancing biodiversity and resource/energy efficiency.

2(c) Does the body have specific climate change mitigation and adaptation objectives in its corporate plan or similar document?		
Provide a brief summary of objectives if they exist.		
Objective	Doc Name	Doc Link
• This Motion was presented to the Council meeting of 17/12/2019. It declares a 'Climate Emergency', which 'requires urgent action'. • It aims to make the Council's activities net-zero carbon and achieve 100% clean energy across the Council's full range of functions by 2030. • It proposes producing an Action Plan within 12 months. • It proposes setting up a Climate Change Partnership group, involving Councillors, residents, young citizens, climate science and solutions experts, businesses, Citizens Assembly representatives and other relevant parties. Over the following 12 months, the Group will consider strategies and actions being developed by the Council and other partner organisations and produce a strategy in line with a target of net-zero emissions by 2030. • The motion does not only refer to Council activities – it also supports working towards making the entire area zero carbon by 2030.	Midlothian Council Climate Emergency Motion	Click here
• Community Planning Partnerships (CPPs) draw together public sector assets, activities and resources with the voluntary and private sectors and local communities to deliver a shared 'plan' for an area. In Midlothian, this is called the Single Midlothian Plan (SMP). This is what Midlothian calls its Local Outcome Improvement Plan, which is a legally required document. • It has five areas of work, one of which is 'Sustainable Growth'. Medium term (3-year) outcomes are identified under each of these and a new entry under the Sustainable Growth area of work for the latest SMP is a desire 'to be an 'earth friendly' partnership, resource aware and committed to working to support Scotland's net zero carbon ambition by 2045 (2030 in Midlothian)'. o Priorities are identified for each of these outcomes, and those for the Sustainable Growth outcome include the 'increased use of renewable energy, sustainable travel and developing a Carbon Charter'. • The SMP identifies specific ways to achieve these outcomes, in the form of 1 year actions. These start on page 63 and it is here that another 3 year outcome is listed, namely	Single Midlothian Plan 2020/21	Click here

'environmental limits are better respected, especially in relation to waste, transport, climate change and biodiversity'. • Service Plans for Midlothian Council's departments are aligned with the goals of the SMP.		
The Capital Investment Strategy sets out the vision for capital planning in Midlothian based on the areas of work within the Single Midlothian Plan, one of which is 'Sustainable Growth'. Under this theme, the Capital Investment Strategy includes various environmental objectives. Those relevant to climate change (particularly mitigation and adaptation) are: • 'Promote sustainable energy solutions where this can be achieved in a manner acceptable in terms of the environment'; • 'Seek to achieve a high quality of design in all new development, including measures to promote community safety, low and zero-carbon technologies and resilience to the impacts of a changing climate'; • 'Safeguard and enhance biodiversity and take full account of development's impact on the water environment whilst considering actions for its improvement'.	Capital Investment Strategy 2020 – 2030	Click here
This updated document, if approved, will replace the Council's first Climate Change Strategy that was prepared in 2014. It seeks to build on progress to date and to co-ordinate effort and focus on actions that make a direct and immediate impact on reducing the Council's carbon footprint. While it concentrates primarily on the Council's estate and operational activities, it also seeks to lead by example and to encourage its employees and members of the public to make a commitment to change and to stop contributing to climate change. It includes a vision and objectives for the Council in relation to climate change, mitigation and adaptation measures, as well as proposing updated governance and management arrangements inside the Council to ensure that its responsibilities in this area are effectively fulfilled. The Strategy is accompanied by an 'Action Plan' that sets out how its aims can be achieved. These are either ongoing activities or new tasks which contribute to a reduction in greenhouse gas emissions. They include actions from a wide range of sectors, including land-use, active transport	Midlothian's Council Climate Change Strategy	This document is not available online. It is expected to be finalised later in 2020. Once approved, copies can be obtained by contacting planning.policy@midlothian.gov.uk

and waste. In each instance, the Council Service responsible is identified, together with outcomes that these actions would achieve and timescales for their implementation.

It is proposed that the Action Plan will be updated annually with a newly-created Climate Change Board overseeing this process. It will also be used to help to inform the Council's climate change reporting duties in later years.

2(d) Does the body have a climate change plan or strategy?
If yes, provide the name of any such document and details of where a copy of the document may be obtained or accessed.

Midlothian's Council Climate Change Strategy was updated in autumn 2020.

It was drafted in autumn 2019, subsequently went before the Council's CMT and was then sent out for internal consultation, which ended in January 2020. It has since been altered and a finalised version is expected to go back to CMT then before Cabinet in autumn 2020. A summary of its content is outlined in the answer to question 2(c).

Copies can be obtained by contacting planning.policy@midlothian.gov.uk. It will be available online in due course via the Council website. A link to the relevant web page will be provided in future PBCCD returns.

2(e) Does the body have any plans or strategies covering the following areas that include climate change?
Provide the name of any such document and the timeframe covered.
Note that those documents with entries of 2019 – 2020 in the "Time Period Covered" column, while now out of date or superseded, were applicable during the reporting year, so are relevant for this report and are therefore included here.

Topic Area	Name of Document	Link	Time Period Covered	Comments
Adaptation	Midlothian Green Network Supplementary Guidance	Click here	2018 - 2027 (the Midlothian Local	This supplementary guidance provides a framework for supporting the maintenance and expansion of the green network across Midlothian. This will enable the network to provide the best possible

				Development Plan period)	contribution to climate change mitigation and adaptation through its various functions. These include: • Ensuring habitat connectivity to allow species to adapt to climate change through movement; • Encouraging retention and expansion of plants and trees to provide opportunities for carbon sequestration; • Providing sustainable drainage and water attenuation to reduce the impact of storm events; • Using vegetation to provide shelter from wind and opportunities for further habitat growth.
Adaptation	Winter Service Policy and Operational Plan	Click here		Winter 2019 - 2020	The purpose of this is to demonstrate that the Council has taken reasonable steps to prevent snow and ice endangering the safe passage of pedestrians and vehicles over public roads, to fulfil its Statutory responsibilities as defined in Section 34 of the Roads (Scotland) Act 1984. However the Plan also specifically references climate change and notes that it can be implemented at any time of year. It notes that such instances are likely to occur with increased frequency and intensity due to climate change. It should be read in conjunction with the Council's Severe Weather Plan (both are updated every winter). This is referenced in the next row of this table.
Adaptation	Severe Weather Plan	This is available internally for staff from the Council's intranet pages.		Winter 2019 - 2020	The Severe Weather Plan provides: • A summary of the Met Office National Severe Weather Warning System; • Guidance on the action to be taken in response to the receipt of a National Severe Weather Warning or the onset of severe weather causing an impact but not covered by a formal Severe Weather Warning; • A flexible framework for the management of a co-ordinated response by Midlothian Council and partner organisations to an emergency caused by severe/extreme weather;

				• It is updated annually along with the Winter Service Policy and Operational Plan.
Adaptation	Adverse Weather Policy - Schools and Community Learning Centres	This is available internally for staff from the Council's intranet pages.	2017 onwards	This includes a number of key principles to assist decision-making by Head Teachers during adverse weather, as well as: • A communications protocol; • Transport procedures; • Arrangements for staff and working from home provision; Information on health and safety criteria for taking the decision to close a school due to severe or hazardous weather.
Adaptation	Local Flood Risk Management Plan – Forth Estuary Local Plan District	[Click here](#)	2016 - 2022	The Local Flood Risk Management Plan helps to implement the Flood Risk Management (Scotland) Act 2009. It translates this legislation into actions and covers tasks identified in the first planning cycle from 2016 to 2022. Its objectives are to reduce overall flood risk (including to people) and to reduce economic damage to properties caused by flooding. Adopting the plan and realising its outcomes will increase the Council's understanding of sources of flooding, the areas at risk and level of risk. Furthermore, it allows Council resources for managing flood risk and implementing and maintaining flood protection measures to be better prioritised and targeted. The Council's Commercial Operations Service Plan 2019/20 refers to Road Services and Major Transportation Projects as the Council department that will work with other Councils, SEPA and Scottish Water in relation to the Management Plan.
Energy efficiency	Property & Facilities Management Service Plan 2019/20	[Click here](#)	2019 - 2020	This identifies how energy efficiency, renewable energy and carbon reduction projects form part of the 'Key Service Areas' for various teams within the Property and Facilities Management Service. Examples are:

				• The delivery of the Energy Efficiency Standard for Social Housing as a priority area for Building Services. • Managing and monitoring energy usage and costs, and developing renewable energy and heat projects as a priority area for Property Assets. The document also outlines other previous achievements in relation to energy efficiency and carbon reduction projects by teams within the Property & Facilities Management Service.
Energy efficiency	Strategic Housing Investment Plan 2020/21 – 2024/25	[Click here]	2020 - 2025	This specifies that all social housing projects in Midlothian will maximise the opportunities for energy efficiency and carbon savings as well as reducing fuel poverty. For instance, both the Council and Registered Social Landlords are working towards ensuring that properties meet the Energy Efficiency Standard for Social Housing. As a result, the majority of new developments will incorporate renewable energy sources such as photovoltaic panels. Electric car charging points will be included in a number of projects too. Strategic Housing Investment Plan projects are scored on their environmental rating, which includes the use of renewable technologies. This helps ensure that projects with better environmental credentials are prioritised for development ahead of other less sustainable alternatives. Housing Services are also investigating the possibility of ensuring that all new Council housing sites are zero carbon footprint, for example by incorporating the 'Passivhaus' construction standard. A recently submitted application for 20 units in Bonnyrigg is the first to implement this goal.
Energy efficiency	Midlothian Health and Social Care Partnership	[Click here]	2019 - 2022	The Midlothian Health & Social Care Partnership brings together parts of Midlothian Council and NHS Lothian. It is governed by the Integrated Joint Board and its Chief Officer works with Housing

	Strategic Plan, 2019 - 2022			Services to ensure that its aims in relation to housing are addressed. These include improving the energy efficiency of homes and reducing fuel poverty in particular – these are identified as key-housing related actions and are service priorities of the Health & Social Care Partnership.
Energy efficiency	Midlothian Council Building Heating Policy	This is an internal Council document	2018 onwards	The aim of this policy is to set and control the temperature ranges in the heating season (approximately 13th October – 31st May) in order to help manage the Council's carbon footprint. The policy applies to all workplaces where Midlothian Council has control and sets minimum, maximum and ideal temperatures for different building types (e.g. schools, offices and leisure centres).
Energy efficiency	Effective Working in Midlothian Strategy	These are internal Council documents	2007 onwards	The Effective Working in Midlothian (EWIM) strategy refers to the past rationalisation of its office and depot estate. It includes the introduction of space standards complemented with flexible and mobile working for staff. Work involved in the strategy included establishing estates operating costs, staff occupancy and service delivery, however it also had indirect benefits relating to energy efficiency and emissions. This was because one of its goals was to achieve the efficient and cost-effective use of Council property, which led to improved building occupancy levels (creating efficiencies regarding the heat and power used in them) and flexible working (that reduced staff travel and the emissions associated with it). The EWIM principles may be implemented further as a result of the 2020 pandemic, as the response to it may eventually see further concentration of staff on a flexible basis to Council buildings.

Renewable energy	Property and Facilities Management Service Plan 2019/20	Click here	2019 – 2020	This identifies that one of the Service Priorities for the department is the introduction of renewable sources of energy production to reduce utility costs and the carbon tax. It references doing so in order to fit with the requirements of the 2009 Climate Change Act and includes a performance indicator to measure progress towards this goal.
Sustainable / renewable heat	Midlothian Local Development Plan 2017	Click here	2017 - 2027	The Midlothian Local Development Plan includes numerous elements that support the development of renewable and low carbon heating projects. This includes policy NRG5 ('Heat Supply Sources and Development with High Heat Demand') and NRG6 ('Community Heating'). The Plan specifically identifies housing sites in the Shawfair area as locations where community heating is presumed. The Plan is the framework for development across Midlothian as a whole and is not limited to Midlothian Council estate/operational interests. As such, the Property and Facilities Management Service Plan 2019/20 identifies how to apply the Plan's framework to the Council's interests. For example, It notes that the introduction of renewable technologies (including heat) is a Service Priority for the department.
Business travel	Midlothian Council Travel Plan, 2017 - 2021	Click here	2017 - 2021	The Travel Plan demonstrates how Midlothian Council has applied national, regional and local policy to its own operations, in support of transport policy across Scotland. It sets out how the Council will direct future effort and resources to improve access for staff and visitors in a more sustainable manner. It is a package of measures to promote sustainable travel amongst staff, a necessary component of which is a reduction in single occupant car trips (principally those that are part of the daily commute) as well as addressing car parking and car use in general. It also aims to make necessary car travel more sustainable.

Business travel	Business Travel & Subsistence Policy (Revised)	This is available internally for staff from the Council's intranet pages	From 2019	One of the themes of the Council's Workforce Strategy is Employee Terms and Conditions, and progress as part of this included the aim to implement a revised Business Travel Policy to support sustainable travel models. This was done in November 2019. The new policy has a clear aim of reducing the Council's carbon footprint associated with sustainable travel, for example via: • Encouraging employees to consider whether travel is necessary; • Promoting a travel hierarchy that encourages green transport modes; • The payment of cycle mileage to promote active travel use for business purposes.
Staff travel	School Travel Plans	These are available from individual schools, some of which publish them on their website. They are also obtainable from Gillian Bathgate, the Council's School Travel Plan Co-ordinator (Gillian.Bathgate@midlothian.gov.uk)	Individual School Travel Plans each cover a two year period.	Every Midlothian school has a School Travel Plan, which are updated every two years. They enable the Council to monitor travel modes and are used to ask questions relating to active travel and what would encourage it over car use. This means that barriers preventing walking and cycling to school can be identified and tackled. They apply to both staff and pupils, with parents and staff in primary schools and pupils and staff in secondary schools being involved.
Staff travel	Flexible Working Policy	This is available internally for staff from the Council's intranet pages.	From 2020	Midlothian Council's Flexible Working Policy includes the provision for employees to request to work from home for all or part of their role. It thereby enables the Council to decrease the emissions resulting from its staff commuting to and from work. It has applied since 2014 and was updated in early 2020.
Other (state topic area covered in comments)	Midlothian Active Travel Strategy 2018 - 2021	Click here	2018 - 2021	Topic areas covered: staff travel, business travel, active transport.

| | | | | The Active Travel Strategy has nine objectives and an accompanying action plan, all of which are geared towards increasing walking and cycling and therefore reducing motorised transport and greenhouse gas emissions associated with it.

The action plan contains set of actions covering topics such as infrastructure and network development and school engagement. Some of the objectives are also linked to monitoring activities and targets.

It contains a map of the region and settlements, showing existing infrastructure and identifies routes for new infrastructure and the priority of these projects.

The strategy also contains details on cross-border routes and specifies national, regional and local policies that contributed to its development. |
| Fleet transport | Commercial Operations Service Plan 2019/20 | Click here | 2019 – 2020 | This Plan identifies the functions of the various Services that sit within Commercial Operations. One of these is Travel and Fleet Services. Their role includes fleet management, vehicle maintenance, electric vehicle charging and public transport infrastructure.

The Service Plan also outlines activities and successes of Travel and Fleet Services and key challenges ahead.

The Service Plan specifically identifies that a priority for Travel and Fleet Services is to 'maximise the utilisation of the Council's fleet and passenger transportation arrangements by reducing costs and contributing to the environmental agenda to reduce its carbon footprint'. |

Other (state topic area covered in comments)	Core Paths Plan for Midlothian	Click here	2009 (currently being reviewed)	Topic areas covered: staff travel, business travel, active transport. The Land Reform (Scotland) Act 2003 placed a duty on Councils to draw up a plan for a system of paths 'sufficient for the purpose of giving the public reasonable access throughout their area'. These paths are Core Paths. The Act also placed various new responsibilities on Local Authorities to help manage access rights, and this, combined with having these clearly defined paths, provide commuting opportunities, therefore helping to reduce reliance on motorised transport. The Core Paths Plan and its associated documents show this network, informing people as to the active travel opportunities that they provide.
Other (state topic area covered in comments)	Midlothian Physical Activity, Sport and Health Strategy	Click here	2018 - 2023	Topic areas covered: staff travel, business travel, active transport. The Midlothian Physical Activity, Sport and Health Strategy 2018 - 2023 aims to encourage everyone in Midlothian to be more active whether it is through work, play, sport, travel or leisure. The strategy provides direction for the Council's approach to raising awareness of the benefits of physical activity and encouraging the people of Midlothian to be more active. Though much of the focus of the strategy is on increasing participation in physical activity and sport, it also has a strand that is aimed toward increasing the amount of active travel that people do, including to work.
Waste management	Midlothian Council Waste Strategy 2020 - 2025	This document is currently in draft form and has yet to be finalised and approved. A copy of it (once approved) can be obtained from Clare Neely, the Marketing and Service Development Manager	2020 - 2025	The Strategy proposes changes to the Council's existing waste collection services in order to meet the Scottish Government's target of 60% recycling and composting of household waste and to enable compliance with the Household Recycling Charter for Scotland.

		within the Waste Services department. (clare.neely@midlothian.gov.uk)		It contains various recommended changes for waste services to ensure they are operating in the most efficient way possible and that they take environmental and climate change issues into account. These include the goal of replacing the Council's diesel-fuelled vehicles with electric or natural gas powered ones and to redraw collection routes to reduce fuel consumption from them. Many were revised from the previous draft to take into account the Council's Climate Emergency Motion. Financial and staffing implications are noted alongside each recommendation. Some of these recommendations may be listed as targets in future Public Bodies Climate Change Duties reports when the Waste Strategy is adopted.
Water & sewerage	None	N/A	N/A	N/A
Land use	Midlothian Local Development Plan 2017	Click here	2017 - 2027	The Midlothian Local Development Plan includes numerous policies that support the sustainable development of land and the adoption of renewable and low carbon heating systems, most notably policies in NRG1 to 6. The Plan specifically identifies housing sites in the Shawfair area as locations where community heating is presumed. The Plan is the framework for development across Midlothian as a whole and is not limited to Midlothian Council estate/operational interests. As such, the Council's service plans identify the roles of its various departments in applying the Plan's framework to the Council's interests. For example, the Property and Facilities Management Service Plan 2019/20 notes that establishing effective sources of renewable heat and energy in support of sustainable and low carbon energy targets is a service priority. These developments

				will be taken forward through the Local Development Plan's policy framework.
Other (state topic area covered in comments)	Midlothian Local Biodiversity Action Plan	[Click here](#)	2019 - 2024	Topic area covered: biodiversity. The Local Biodiversity Action Plan identifies priorities and actions for improving biodiversity in Midlothian. It was produced by the Midlothian Biodiversity Partnership (which includes Midlothian Council) and was adopted by the Council in February 2019. It focuses on six priority areas, identifies actions required of each group involved in the Partnership and must be considered in the assessment of planning applications in Midlothian. It also references these points in relation to the links between climate change and biodiversity, for example its potential impacts on water environments and the importance of wildlife corridors.
Other (state topic area covered in comments)	Biodiversity Duty Report	[Click here](#)	2014 - 2017	Topic area covered: biodiversity. Under the Nature Conservation (Scotland) Act 2004, all public bodies in Scotland, including Midlothian Council, are required to further the conservation of biodiversity when carrying out their responsibilities. The Act further requires public bodies in Scotland to provide a publicly available report every three years on the actions which they have taken to meet this biodiversity duty. The last Biodiversity Duty Report from the Council was produced in November 2017.
Other (state topic area covered in comments)	Midlothian Community Planning Partnership Strategic Assessment 2019	[Click here](#)	2019	Topic areas covered: biodiversity, transport, energy efficiency. The aim of the Strategic Assessment is to provide an insight into the main issues that present a threat or risk to the communities within Midlothian. It does this using 'PESTEL' analysis – topics are

				broken down into Political, Economic, Social, Technological, Environmental and Legal themes. The environmental component examines issues such as climate change, biodiversity, waste and transport. The Strategic Assessment guides community planning partners when setting outcomes and indicators of the legally required Local Outcomes Improvement Plan which in Midlothian takes the form of the Single Midlothian Plan.
Information and communication technology	IT Procurement Frameworks (Scottish Government)	[Click here](#)	Various, depending on equipment type	All Council desktop, laptop and monitors are bought through Scottish Government frameworks. The predominant ones used are those for desktop client devices, mobile client devices, national IT peripherals and tablet client devices. These are available from the link in this row. The frameworks ensure that the Council's carbon footprint from its purchase of IT equipment is as small as possible as the latest energy efficiency and environmental accreditations are incorporated into the minimum specification in them. The Council builds on these aims of the procurement frameworks through its own IT policies. For example the vast majority of the Council's desktop and laptop equipment in both corporate and school buildings is set to power down at 7.30pm each evening if not in use. There are a very few exceptions where the hardware has to be kept alive for operational reasons.
Other (state topic area covered in comments)	Midlothian Council Procurement Strategy 2018 - 2023	[Click here](#)	2018 - 2023	Topic area covered: procurement. There are five strategic themes to the Procurement Strategy, one of which is 'environmental benefits'. This is detailed on page 17, in relation to the Sustainable Procurement Duty. It specifically references consideration of the impact of procurement activities in relation to climate change.

				The importance of the environmental credentials of suppliers are also emphasised elsewhere by Procurement, such as on the overview of the tender process web page and within the Terms and Conditions for the Purchase of Goods. The latter specifies, for example, that contracts with both suppliers to the Council and their sub-suppliers may be terminated if obligations relating to environmental law are not fulfilled.

2(f) What are the body's top 5 priorities for climate change governance, management and strategy for the year ahead?

Provide a brief summary of the body's areas and activities of focus for the year ahead.

- To get management and Council approval of the draft Climate Change Strategy and its targets (as contained in its Action Programme);

- Accelerating organisational change to extend home working to reduce work-related travel and therefore the emissions associated with it;

- Agree the composition, remits and meeting schedules of the new Climate Change Board and Working Group;

- Prepare a new Carbon Management Plan;

- To develop an online staff training module on the Council's work on climate change and ways that staff can change their behaviour to reduce their contribution to it.

2(g) Has the body used the Climate Change Assessment Tool or equivalent tool to self-assess its capability / performance?

If yes, please provide details of the key findings and resultant action taken.

No. Other work priorities have precluded this.

2(h) Supporting information and best practice
Provide any other relevant supporting information and any examples of best practice by the body in relation to governance, management and strategy.
To accompany the Council's updated Climate Change Strategy, an internal Council Climate Change Audit was developed. This has the goal of documenting the various activities that the Council performs that contribute towards climate change mitigation and adaptation, including actions that may not have such aims as a direct goal, but which may nevertheless have positive effects through their implementation. It distinguishes between Plans/Strategies and Activities/Initiatives. The former are documents where commitments relating to climate change goals are outlined, together with actions for implementing them and achievements in such areas, which are represented in the form of Activities/Initiatives. In each instance, the Service and contact responsible for the item is identified and a source of further information is provided. The Audit is used to inform annual Public Bodies Climate Change Duties reports, particularly section 2 of the Report (on plans and strategies that include climate change) and section 5 (on non-mandatory, notable reporting activities). It continues to be updated on a rolling basis in response to relevant items referred to in Council, Cabinet and Committee meetings, activities noted in the weekly all staff email together with any other relevant projects that will be recorded as and when the Officer in charge of the Audit is informed of them.

PART 3 – EMISSIONS, TARGETS & PROJECTS

3(a) Emissions from start of the year which the body uses as a baseline (for its carbon footprint) to the end of the report year
Complete the following table using the greenhouse gas emissions total for the body, calculated on the same basis as for its annual carbon footprint /management reporting or, where applicable, its sustainability reporting. Include greenhouse gas emissions from the body's estate and operations (a) (measured and reported in accordance with Scopes 1 & 2 and, to the extent applicable, selected Scope 3 of the Greenhouse Gas Protocol (b)). If data is not available for any year from the start of the year which is used as a baseline to the end of the report year, provide an explanation in the comments column.
(a) No information is required on the effect of the body on emissions which are not from its estate and operations.

Year	Scope 1	Scope 2	Scope 3	Total	Units	Comments
2016/17	10,726	8,949	5,287	24,962	tCO2e	Relates to emissions intended to be within the scope of the Council's future Carbon Management Plan. No such plan was in place for this year.
2017/18	11,418	9,730	1,036	22,184	tCO2e	Relates to emissions intended to be within the scope of the Council's future Carbon Management Plan. No such plan was in place for this year.
2018/19	10,191	5,459	641	16,290	tCO2e	Relates to emissions intended to be within the scope of the Council's future Carbon Management Plan. No such plan was in place for this year.
2019/20	9,502	4,874	589	14,965	tCO2e	Relates to emissions detailed in table 3b, which include gas and electricity consumption in estate buildings, fuel use by the Council's fleet and electricity consumption associated with street lighting.

3(b) Breakdown of emission sources

Complete the following table with the breakdown of emission sources from the body's most recent carbon footprint (greenhouse gas inventory); this should correspond to the last entry in the table in 3(a) above. Use the 'Comments' column to explain what is included within each category of emission source entered in the first column. If, for any such category of emission source, it is not possible to provide a simple emission factor(a) leave the field for the emission factor blank and provide the total emissions for that category of emission source in the 'Emissions' column.

Emission Source	Scope	Consumption Data	Units	Emission factor	Units	Emissions (tCO$_2$e)	Comments
Grid electricity (generation)	Scope 2	14,862,398	kWh	0.25560	kg CO$_2$e/kWh	3,798.8	This data relates to Council estate buildings for which it is responsible for the utilities cost. These include (but are not limited to) schools, offices, leisure centres and libraries. The data also encompasses consumption from stair lighting, door entry systems, car charging points and Christmas lighting.
Grid electricity (transmission & distribution losses)	Scope 3	14,862,398	kWh	0.02170	kg CO$_2$e/kWh	321.9	This data relates to Council estate buildings for which it is responsible for the utilities cost. These include (but are not limited to) schools, offices, leisure centres and libraries. The data also encompasses consumption from stair lighting, door entry systems, car charging points and Christmas lighting.
Grid electricity (generation)	Scope 2	4,206,018	kWh	0.25560	kg CO$_2$e/kWh	1,075.1	Refers to powered assets such as street lights, road signs and traffic signal equipment.
Grid electricity (transmission & distribution losses)	Scope 3	4,206,018	kWh	0.02170	kg CO$_2$e/kWh	91.3	Refers to powered assets such as street lights, road signs and traffic signal equipment.
Natural gas	Scope 1	41,120,752	kWh	0.18385	kg CO$_2$e/kWh	7,560.1	This data relates to Council estate buildings for which it is responsible for the utilities cost. These include (but are not limited to) schools, offices, leisure centres and libraries.
Gas oil	Scope 1	759,797	kWh	0.25676	kg CO$_2$e/kWh	195.1	Relates to gas oil consumption within Moorfoot Primary School, Tynewater Primary School and Vogrie Country House.
Water – supply	Scope 3	173,038	m^3	0.34400	kg CO$_2$e/m^3	59.5	Refers to all of the Council's estate.
Water - treatment	Scope 3	164,386	m^3	0.70800	kg CO$_2$e/m^3	116.4	Refers to all of the Council's estate.
Petrol (average biofuel blend)	Scope 1	659,936	litres	2.20904	kg CO$_2$e/litre	1,457.8	Relates to fuel consumption from the Council's vehicle fleet.
Gas oil litre	Scope 1	92,634	litres	2.75821	kg CO$_2$e/litre	255.5	Relates to fuel consumption from the Council's vehicle fleet.
Diesel (average biofuel blend)	Scope 1	13,004	litres	2.59411	kg CO$_2$e/litre	33.7	Relates to fuel consumption from the Council's vehicle fleet.

3(c) Generation, consumption and export of renewable energy					
Provide a summary of the body's annual renewable generation (if any), and whether it is used or exported by the body.					
	Renewable Electricity		Renewable Heat		
Technology	Total consumed by the organisation (kWh)	Total exported (kWh)	Total consumed by the organisation (kWh)	Total exported (kWh)	Comments
Solar PV		108,880			The systems that generated this electricity total 100kW of installed capacity. They are: • Gore Glen Primary School (capacity 6.25kW; commissioning date 09/09/2016); • Bilston Primary School (capacity 3.75kW; commissioning date 09/09/2016); • Roslin Primary School (capacity 6.24kW; commissioning dates 24/03/2017); • Penicuik Pool & Library (capacity 11.55kW; commissioning date 29/03/2019); • Loanhead centre (capacity 12.03kW; commissioning date 07/10/2018); • Bonnyrigg Primary School (capacity 11.55 kW, commissioning date 21/03/2019); • Cuiken Primary School (capacity 12.38kW; commissioning date 27/03/2019); • St Andrew's RC Primary School (capacity 12.38kW; commissioning date 26/03/2019); • Woodburn Primary School (capacity 11.55kW; commissioning date 22/03/2019); • Lasswade Campus (capacity 12.10 kW; commissioning date 25/03/2019). The majority of these systems were installed during the previous reporting year as part of a package of measures under the Non-Domestic Energy Efficiency scheme.

3(d) Targets

List all of the body's targets of relevance to its climate change duties. Where applicable, overall carbon targets and any separate land use, energy efficiency, waste, water, information and communication technology, transport, travel and heat targets should be included.

Name of target	Type of target	Target	Units	Boundary / scope of target	Progress against target	Target completion year	Comments
Appoint a preferred bidder in a 50/50 joint venture for a new Energy Services Company (ESCo)	Absolute		Other (specify in comments)	Energy	Complete	2019/20	Vattenfall was appointed by the Council as its preferred bidder in early 2020. This is the first step in the ESCo delivering a number of energy projects across the area, starting with a low carbon district heating network in the new town of Shawfair.
Develop exemplar social housing projects using the "Passivhaus" standard for energy efficiency	Absolute		Other (specify in comments)	Energy	Started & ongoing	2019/20 - ongoing	An application for 20 social housing units to be built in Bonnyrigg to the "Passivhaus" standard was submitted in mid-2020.
Number of lighting columns replaced with LED lanterns	Absolute	700	No. of lighting columns	Energy	Complete	2019/20	During 2019/20, 959 lighting columns were replaced with LED lanterns, exceeding the annual target of 700. Each light replaced reduces energy consumption by a factor of five, compared with standard units.
The percentage of Council fleet which is 'Green'	Percentage	6	% of vehicles	Transport	Complete	2019/20	This target is included in the Commercial Operations Performance Report Q3 (the latest available) which specified that by that point the target was being exceeded (it was at 6.7%). The Manager of the service confirmed in autumn 2020 that this was still the case.
Reduction in energy consumption in non-domestic operational property stock per annum	Percentage	3%	Percentage reduction	Energy	Complete	2019/20	This target is specified in the Property & Facilities Management Performance Reports.
Percentage of council houses that are energy efficient	Percentage	100%	% of homes	Energy	Complete	2019/20	Property & Facilities Management Performance Reports specify that this target has been met.
Draft a new Council Climate Change Strategy and associated Action Plan	Absolute		Other (specify in comments)	Various	Complete	2020/21	The draft was completed, put before the Council's senior management team and went to internal consultation in 2019/20. The finalised version will be adopted and progressed in 2020/21.

Agree a Sustainable Growth Agreement (SGA) for Shawfair	Absolute		Other (specify in comments)	Various	Complete	2019/20	SGAs are voluntary, non-legally binding, formal agreements through which organisations and SEPA can explore new ways to improve environmental performance. An SGA for Shawfair was agreed between the Council, Shawfair LLP and SEPA in December 2019. It identifies opportunities for increased collaboration in low carbon heating, sustainable working practices, and the promotion of active travel.
Increase public awareness of recycling, continue to work within schools and the wider community, attend events and promote achievements and publicise changes in service delivery	Percentage		Other (specify in comments)	Waste	>75% complete	2019/20	This is included in the Commercial Operations Performance Report Q3 (the latest available). This reported the target as 75% complete at that time. The various activities involved in achieving this target are detailed within the final table of this report.

		3(e) Estimated total annual carbon savings from all projects implemented by the body in the report year		
Total	**Emissions Source**	**Total estimated annual carbon savings (tCO₂e)**	**Comments**	
55	Electricity	1.4	• Savings are from LED replacement at Roslin Community Centre. This is a Salix project that is expected to save 28tCO2e and £14,000 over its lifetime. • For more details on Salix projects, see the final table of this report.	
	Natural gas	54	• Savings are from Salix projects. These are building energy management systems (BEMS) installed at the Loanhead Centre, St. Andrews Primary School, Woodburn Primary School and Bonnyrigg Primary School. • These projects are expected to save a total of 450tCO2e and £66,000 over their lifetimes. • For more details on Salix projects, see the final table of this report.	
	Other heating fuels			
	Waste			
	Water & sewerage			
	Business travel			
	Fleet transport			
	Other (specify in comments)			

3(f) Detail the top 10 carbon reduction projects to be carried out by the body in the report year									
Provide details of the 10 projects which are estimated to achieve the highest carbon savings during report year.									
Project name	Funding source	First full year of CO_2e savings	Estimated or actual savings?	Capital cost (£)	Project lifetime (years)	Primary fuel/emission source saved	Estimated carbon savings per year (tCO_2e/annum)	Estimated costs savings (£/annum)	Comments
Loanhead Centre	Salix	2019/20	Estimated	10,296	20	Natural gas	24	3,816	Refers to a BEMS upgrade at a leisure centre and swimming pool. This project is expected to save 205tCO_2 over its lifespan.
St. Andrews RC Primary	Salix	2019/20	Estimated	1,971	20	Natural gas	5	692	Refers to a BEMS upgrade at a Council primary school. This project is expected to save 45tCO_2 over its lifespan.
Woodburn Primary School	Salix	2019/20	Estimated	13,182	20	Natural gas	13	1,825	Refers to a BEMS upgrade at a Council primary school. This project is expected to save 112tCO_2 over its lifespan.
Bonnyrigg Primary School	Salix	2019/20	Estimated	10,968	20	Natural gas	11	1,521	Refers to a BEMS upgrade at a Council primary school. This project is expected to save 90tCO_2 over its lifespan.
Roslin Community Centre	Salix	2019/20	Estimated	2,855	20	Electricity	1	702	Refers to LED replacement. This project is expected to save 28tCO_2 over its lifespan.

3(g) Estimated decrease or increase in the body's emissions attributed to factors (not reported elsewhere in this form) in the report year				
If the emissions increased or decreased due to any such factor in the report year, provide an estimate of the amount and direction.				
Total (tCO₂e)	Emissions Source	Total estimated annual emissions (tCO₂e)	Increase or decrease in emissions	Comments
-8	Estate changes	12	Decrease	This change is due to refurbishments and extensions. The overall change of a fall in emissions of 12tCO2e due to estate changes can be broken down into a rise in emissions due to increased electricity consumption across the Council's estate (of 20tCO2e) which was offset by a fall in emissions due to reduced gas consumption (of 32tCO2e). The main factors behind the increased electricity consumption are the extensions at Mayfield and Mount Esk Nursery Schools, Cuiken Primary School, Burnbrae Primary School and Sacred Heart Primary School. The main factors behind the fall in gas consumption are reduced use at Cuiken Primary School, Sacred Heart Primary School and Hawthorn Children's Centre.
	Service provision	4	Increase	This change is due to increased student numbers in education facilities. The overall change of a rise in emissions of 4tCO2e in the provision of Council services can be broken down into a fall due to reduced electricity consumption across the Council's estate (of 10tCO2e) and a rise due to increased gas consumption (of 14tCO2e). The main factors behind the fall in electricity consumption were reduced usage at St. Andrews, Hawthornden and Rosewell Primary Schools as well as that saved from new opening hours for public toilets. The main factors behind the increased gas consumption in service provision were increased use at Hawthornden, Lasswade and St. Andrews Primary Schools.
	Staff numbers			
	Other (specify in comments)			

3(h) Anticipated annual carbon savings from all projects implemented by the body in the year ahead

Total (tCO2e)	Source	Saving (tCO2e)	Comments
89	Electricity		
	Natural gas	89	Refers to savings due to BEMS upgrades and boiler replacements. These are Salix projects taking place at six Council premises: Hawthornden Primary School, Buccleuch House, Lasswade Primary School, Cuiken Primary School, Penicuik Leisure Centre and Penicuik High School. It is anticipated that these projects will save around 1,000tCO2e and £136,000 over their lifespans.
	Other heating fuels		
	Waste		
	Water & sewerage		
	Business travel		
	Fleet transport		
	Other (specify in comments)		

3(i) Estimated decrease or increase in the body's emissions attributed to factors (not reported elsewhere in this form) in the year ahead

If the emissions are likely to increase or decrease due to any such factor in the year ahead, provide an estimate of the amount and direction.

Total	Emissions source	Total estimated annual emissions (tCO$_2$e)	Increase or decrease in emissions	Comments
	Estate changes			
	Service provision			
	Staff numbers			
	Other (specify in comments)			

3(j) Total carbon reduction project savings since the start of the year which the body uses as a baseline for its carbon footprint	
If the body has data available, estimate the total emissions savings made from projects since the start of that year ("the baseline year").	
Total	Comments

3(k) Supporting information and best practice
Provide any other relevant supporting information and any examples of best practice by the body in relation to its emissions, targets and projects.

4(a) Has the body assessed current and future climate-related risks?

If yes, provide a reference or link to any such risk assessment(s).

The Council and selected Community Planning Partners previously drafted a Local Climate Impact Profile in 2011 as part of a process to assess its exposure to weather events. This looked at historical events and the potential for future disruption to local communities, and was prepared in response to the then-applicable UK National Indicator 188: 'Planning to Adapt to Climate Change'. The Council prepared the Impact Profile with a target to achieve 'Level 1' by 2010/11, which represents completing a 'public commitment and impacts assessment'.

Current and future climate-related risks (specifically flooding) have been assessed through the risk assessment and Strategic Environmental Assessment of the Midlothian Local Development Plan 2017. The Strategic Flood Risk Assessment which accompanies the Plan identifies the area's functional flood plain and collates information on all sources of flood risk, including the Scottish Environment Protection Agency (SEPA) Indicative River and Coastal Flood Risk Maps. It was used to inform the development strategy of the Plan.

The Midlothian Local Development Plan is available at https://www.midlothian.gov.uk/info/205/planning_policy/286/development_plans_and_policies

The Council also assessed climate-related flooding risks in preparing the Forth Estuary Local Flood Risk Management Plan 2016 - 2022, which helps to implement the Flood Risk Management (Scotland) Act 2009 and translates this legislation into actions. Its objective are to reduce overall flood risk to people and to reduce economic damage to properties caused by flooding. Adopting the plan and the realisation of its outcomes has increased the Council's understanding of sources of flooding and the areas at risk and level of risk. It is available at https://www.edinburgh.gov.uk/downloads/file/22751/local-flood-risk-management-plan

Ongoing risk assessment also takes place via regular meetings with key agencies such as Scottish Water, Scottish Natural Heritage and SEPA. These meetings often contain standing items on climate change-related matters, such as flood risk and habitat/species protection. The agencies are also consulted during these meetings on writing planning policy on these topics.

Current and future climate-related risks are also covered by the Midlothian Community Planning Partnership Strategic Assessment 2019. Its aim is to provide an insight into the main issues that present a threat or risk to the communities within Midlothian. It does this using 'PESTEL' analysis, and environmental

issues – such as climate change – are examined as part of this. For example it discusses the ongoing implications for the Council of the Climate Change (Scotland) Act 2009 and The Climate Change (Emissions Reduction Targets) (Scotland) Act 2019.

The Strategic Assessment guides the Community Planning partners when setting outcomes and indicators of the legally required Local Outcomes Improvement Plan which in Midlothian takes the form of the Single Midlothian Plan. The Strategic Assessment is available at: https://www.midlothian.gov.uk/downloads/file/3858/strategic_assessment_2019

Climate change-related risks are also assessed when various Council policies are drafted - see question 4b.

4(b) What arrangements does the body have in place to manage climate-related risks?

Provide details of any climate change adaptation strategies, action plans and risk management procedures, and any climate change adaptation policies which apply across the body.

Midlothian Council Winter Service Policy and Operational Plan:
- While its purpose is to demonstrate that the Council has taken steps to fulfil its statutory responsibilities as defined in Section 34 of the Roads (Scotland) Act 1984, this Plan also specifically references climate change and notes that it can be implemented at any time of year. It notes that such instances are likely to occur with increased frequency and intensity due to climate change; and
- The Plan should be read in conjunction with the Council's Severe Weather Plan (both are updated every winter).

Midlothian Council Severe Weather Plan:
- This aims to provide:
  - A summary of the Met Office National Severe Weather Warning System;
  - Guidance on the action to be taken in response to the receipt of a National Severe Weather Warning or the onset of severe weather causing an impact but not covered by a formal Severe Weather Warning; and
  - A flexible framework for the management of a co-ordinated response by Midlothian Council and partner organisations to an emergency caused by severe/extreme weather.
- It is updated annually along with the Winter Service Policy and Operational Plan.

The Forth Estuary Local Flood Risk Management Plan 2016 - 2022:

- The work conducted as part of the Plan allows Council resources for managing flood risk and implementing and maintaining flood protection measures to be better prioritised and targeted;
- The Commercial Operations Service Plan 2019/20 refers to Road Services and Major Transportation Projects as the Council department that will work with other Councils, SEPA and Scottish Water in relation to the Management Plan.

Midlothian Council Adverse Weather Policy - Schools and Community Learning Centres:

- This includes a number of key principles to assist decision-making by Head Teachers during adverse weather, as well as:
  - A communications protocol;
  - Transport procedures;
  - Arrangements for staff and working from home provision; and
  - Information on health and safety criteria for taking the decision to close a school due to severe or hazardous weather.

Climate-related risks are also managed via the use of Integrated Impact Assessments. These are used to identify whether Council policies and proposals will have environmental impacts, and if so, what they are and their magnitude. They require the author to rate whether such policies and proposals have high or low relevance to environmental matters and to also provide further detail on how policies or proposals may or may not impact on more specific areas relating to the environment, including climate change adaptation, enhancing biodiversity and resource/energy efficiency. They accompany policies and proposals when sent to Councillor meetings, and they therefore provide Members an opportunity to discuss the management of any risks that have been identified.

The Council's new draft Climate Change Strategy proposes the creation of a Climate Change Board and Working Group. Its exact remit would be decided at a later point, but it is likely that it would be a key channel for managing climate-related risks to Council activities. This point will be expanded on in future reports.

4(c) What action has the body taken to adapt to climate change?
Include details of work to increase awareness of the need to adapt to climate change and build the capacity of staff and stakeholders to assess risk and implement action.

Adaptation actions are promoted though the policies within the Midlothian Local Development Plan, which proposed developments must adhere to in order to be permitted. Such actions include identifying locations for development that require Flood Risk Assessment, watercourse buffer strips and best practice Sustainable Urban Drainage Systems (SUDS) to avoid surface water flooding.

The Midlothian Green Network Supplementary Guidance provides a framework to enable green networks to provide the best possible contribution to climate change mitigation and adaptation through its various functions. These include:
- Ensuring habitat connectivity to allow species to adapt to climate change through movement;
- Encouraging the retention and expansion of plants and trees to provide opportunities for carbon trapping or sequestration; and
- Providing water attenuation opportunities to reduce the impact of storm events.

These aims are encapsulated in a list of 'Design Principles for the Green Network' that have been used in the assessment of planning applications since the adoption of the Guidance in August 2018.

Awareness raising of climate change and related topics (such as energy efficiency) amongst staff is also promoted in Midlothian Council via the use of intranet pages dedicated to these issues. This is supplemented by regular announcements in staff newsletters of climate-change related events such as advice sessions on saving energy and using active transport.

Wider awareness raising is performed by providing guidance to Midlothian residents via the Council website. This includes:
- Information on flooding, such as contact details to report surface water drainage issues and referring readers to other sources of information, including live flooding updates (via Floodline.org.uk) and guidance on flood preparedness; and
- Information on severe weather events, including school closure updates, the Council's Winter Service Policy and a 'Frequently Asked Questions' page which includes relevant Council service contact numbers. Links to external websites are also provided, and cover issues such as advice on travel and the loss of utilities.

The Single Midlothian Plan and the input to it assists in awareness raising on climate change and implementing the necessary follow-up actions. A Strategic Assessment is produced as part of this, one of the purposes of which is to examine risks posed to the area by environmental issues such as climate change.

This feeds into the Single Midlothian Plan, and producing this draws together Community Planning Partnerships and their constituent public, voluntary and private sector bodies.

The Council's new draft Climate Change Strategy proposes the creation of a Climate Change Board and Working Group. Its exact remit would be decided at a later point, but it is likely that it would be a key channel for building the capacity of staff and stakeholders to assess risk and implement actions relating to climate change.

4(d) Where applicable, what progress has the body made in delivering the policies and proposals referenced N1, N2, N3, B1, B2, B3, S1, S2 and S3 in the Scottish Climate Change Adaptation Programme(a) ("the Programme")?

If the body is listed in the Programme as a body responsible for the delivery of one or more policies and proposals under the objectives N1, N2, N3, B1,B2, B3, S1, S2 and S3, provide details of the progress made by the body in delivering each policy or proposal in the report year. If it is not responsible for delivering any policy or proposal under a particular objective enter 'N/A' in the 'Delivery progress made' column for that objective.

(a) This refers to the programme for adaptation to climate change laid before the Scottish Parliament under section 53(2) of the Climate Change (Scotland) Act 2009 (asp 12) which currently has effect. The most recent one is entitled 'Climate Ready Scotland: Scottish Climate Change Adaptation Programme' dated May 2014.

Objective	Objective Reference	Theme	Policy/Proposal Reference	Delivery Progress Made	Comments
Understand the effects of climate change and their impacts on the natural environment.	N1	Natural Environment	N1-8	Understanding the effects of climate change and their impacts on the natural environment has been improved via, for example the 'PESTEL' analysis in the Community Planning Partnership's Strategic Assessment and the Forth Estuary Local Flood Risk Management Plan 2016 – 2022, which was adopted by the Council's Cabinet in 2016. It covers the period from July 2016 to June 2022.	These documents are available by clicking here and here.
Understand the effects of climate change and their impacts on the natural environment.	N1	Natural Environment	N1-10	A Strategic Flood Risk Assessment accompanies the Midlothian Local Development Plan. It collates information on all sources of flood risk, including SEPA Indicative River and Coastal Flood Risk Flood	The Strategic Flood Risk Assessment is available here.

				Maps, and was used to inform the development strategy of the Plan. Flood risk information will also be compiled as part of the review of the Plan and in producing its successor.	
Support a healthy and diverse natural environment with capacity to adapt.	N2	Natural Environment	N2-2	The Midlothian Green Network Supplementary Guidance was adopted in August 2018 and has the goal of supporting the maintenance and expansion of the green network across the area. This will enable the network to provide the best possible contribution to climate change mitigation and adaptation through its various functions, such as: • Ensuring habitat connectivity to allow species to adapt to climate change through movement. • Encouraging retention and expansion of plants and trees to provide opportunities for carbon trapping or sequestration. • Providing sustainable drainage and water attenuation opportunities to reduce the impact of storm events. Its aims are delivered through planning applications, which are assessed in relation to whether they are compatible with the Guidance's goals.	The Midlothian Green Network Supplementary Guidance is available here.
Support a healthy and diverse natural environment with capacity to adapt.	N2	Natural Environment	N2-11	The Local Biodiversity Action Plan identifies priorities and actions for improving biodiversity in Midlothian. It was produced by the Midlothian Biodiversity Partnership (which includes Midlothian Council) and was adopted by the Council in February 2019.	The Local Biodiversity Action Plan is available here. The Supplementary Planning Guidance on Green Networks is available here.

| | | | | It focuses on six priority areas and identifies actions required of each group involved in the Partnership. Examples include protecting and enhancing wildlife corridors to support ecosystem resilience to climate change.

The Action Plan must be considered in the assessment of planning applications in Midlothian. It therefore assists in embedding climate change adaptation considerations, and potential responses such as habitat networks and green networks, into wider land use planning decisions.

So too does the Supplementary Planning Guidance on Green Networks, as it also notes the value of green networks in relation to climate change adaptation. These aims are encapsulated in a list of 'Design Principles for the Green Network' that have been used in the assessment of planning applications since the adoption of the Guidance in August 2018.

The Midlothian Local Development Plan further assists in this area. It has a dedicated policy on Green Networks which promotes development that will further its protection and expansion. A particularly important piece of this network, the strategic green space around Newbattle, is also covered by a dedicated policy. Other locations of value to the network are identified in statements for individual settlements in Midlothian. | The Midlothian Local Development Plan is available here. |
|---|---|---|---|---|---|
| Support a healthy and diverse natural | N2 | Natural Environment | N2-18 | Midlothian Council supported the development of the Forth Estuary Local Flood Risk Management Plan | This document is available here. |

environment with capacity to adapt.				2016 – 2022. It was adopted by the Council's Cabinet in 2016.	
Support a healthy and diverse natural environment with capacity to adapt.	N2	Natural Environment	N2-20	N/A	This objective is concerned with assessing and managing coasts. Midlothian has no coastline.
Sustain and enhance the benefits, goods and services that the natural environment provides.	N3	Natural Environment		N/A	Local authorities are not listed in the Programme as being responsible for the delivery of Objective N3.
Understand the effects of climate change and their impacts on buildings and infrastructure networks	B1	Buildings and infrastructure networks	B1-13	Midlothian Council supported the development of the Forth Estuary Local Flood Risk Management Plan 2016 – 2022. It was adopted by the Council's Cabinet in 2016.	This document is available here.
Understand the effects of climate change and their impacts on buildings and infrastructure networks	B1	Buildings and infrastructure networks	B1-19	Midlothian Council's Planning Team and a representative of the Roads Service regularly meet with Scottish Water to discuss matters such as the management of surface water to ensure that sewer systems are resilient to climate change. Similar meetings also take place with Scottish Natural Heritage and the Scottish Environment Protection Agency.	
Provide the knowledge, skills and tools to manage climate change impacts on buildings and infrastructure	B2	Buildings and infrastructure networks		N/A	Local authorities are not listed in the Programme as being responsible for the delivery of Objective N3.
Increase the resilience of buildings and infrastructure networks to sustain and enhance the benefits and services provided	B3	Buildings and infrastructure networks	B3-2	The content of PANs, including those relating to climate change impacts, are taken into account in planning activities, including Development Management decisions and also during the creation of Development Plans and associated planning guidance.	

Increase the resilience of buildings and infrastructure networks to sustain and enhance the benefits and services provided	B3	Buildings and infrastructure networks	B3-3	The content of PANs, including those relating to climate change impacts, are taken into account in planning activities, including Development Management decisions and also during the creation of Development Plans and associated planning guidance.	
Increase the resilience of buildings and infrastructure networks to sustain and enhance the benefits and services provided	B3	Buildings and infrastructure networks	B3-6	Both the Council and Registered Social Landlords are working towards ensuring that properties in Midlothian meet the Energy Efficiency Standard for Social Housing. In order for the Council to meet current Social Housing Quality Standards (SHQS), there is provision to 2027/28 for nearly £40m to maintain the housing stock at the SHQS level. Currently, 96% of Council homes are at this level. Building Services are involved in projects to bring properties in Midlothian up to higher standards of energy efficiency using funding from the Scottish Government and the Energy Company Obligation.	
Increase the resilience of buildings and infrastructure networks to sustain and enhance the benefits and services provided	B3	Buildings and infrastructure networks	B3-7	Both the Council and Registered Social Landlords are working towards ensuring that properties in Midlothian meet the Energy Efficiency Standard for Social Housing. As a consequence, the majority of new developments will incorporate renewable energy sources such as photovoltaic panels which will reduce carbon emissions but also reduce the likelihood of tenants living in fuel poverty. Also, an increased number of layouts will be designed to incorporate electric car charging and with consideration of district heating systems. The Property & Facilities Management Performance Report for Q3 2019-20 states that 100% of Council houses are energy efficient.	See the Council's Strategic Investment Plan, which is available here. The Council's Property & Facilities Management Performance Report for Q3 2019-20 is available here.

Increase the resilience of buildings and infrastructure networks to sustain and enhance the benefits and services provided	B3	Buildings and infrastructure networks	B3-8	See the above entries in relation to policy/proposals B3-6 and B3-7, both of which also apply in this instance.	
Understand the effects of climate change and their impacts on people, homes and communities	S1	Society		N/A	Local authorities are not listed in the Programme as being responsible for the delivery of Objective S1.
Increase the awareness of the impacts of climate change to enable people to adapt to future extreme weather events	S2	Society		N/A	Local authorities are not listed in the Programme as being responsible for the delivery of Objective S2.
Support our health service and emergency responders to enable them to respond effectively to the increased pressures associated with a changing climate	S3	Society		N/A	Local authorities are not listed in the Programme as being responsible for the delivery of Objective S3.

4(e) What arrangements does the body have in place to review current and future climate risks?

Provide details of arrangements to review current and future climate risks, for example, what timescales are in place to review the climate change risk assessments referred to in Question 4(a) and adaptation strategies, action plans, procedures and policies in Question 4(b).

See responses provided in relation to questions 4a and 4b. The items discussed there are periodically updated and will therefore be used to review current and future climate risks.

4(f) What arrangements does the body have in place to monitor and evaluate the impact of the adaptation actions?
Please provide details of monitoring and evaluation criteria and adaptation indicators used to assess the effectiveness of actions detailed under Question 4(c) and Question 4(d).
The Council monitors the significant environmental effects of the implementation of every strategic action for which it has carried out a Strategic Environmental Assessment. This is done using criteria which enables the Council to identify any unforeseen adverse effects at an early stage; and undertake appropriate remedial action. The impact of adaptation actions identified in individual workstreams are monitored and evaluated through the periodic reviews of those workstreams and the tasks they involve. For example, climate change adaptation is a goal of the Council's Local Biodiversity Action Plan and its impacts will be monitored and evaluated through reviews of the Plan, meetings with partners that contributed to it and via the Council's statutory Biodiversity Duty Reports (which are presented to Cabinet for discussion). Measures to adapt to climate change as outlined in the Midlothian Local Development Plan are monitored and evaluated through regular meetings of the Development Plan Monitoring Group. This assesses progress being made towards the environmental goals of the Plan and lessons learned for future Plans. Similar arrangements are in place regarding other planning guidance, such as that on Green Networks.

4(g) What are the body's top 5 priorities for the year ahead in relation to climate change adaptation?
Provide a summary of the areas and activities of focus for the year ahead.
Such priorities as may arise from 2f above, however a particular goal is the maintenance and development of green and blue infrastructure networks in Midlothian, as these are central to climate change adaptation. This goal will be progressed as part of the monitoring of the Midlothian Local Development Plan, and, looking ahead to its review, the Council has established regular meetings with Scottish Water, Scottish Natural Heritage and SEPA. The latter have recently published revised guidance on flooding and enhanced SUDS standards in response to the climate change emergency. Scottish Water has established the Edinburgh and Lothians Drainage Partnership, which is seeking to demonstrate and promote the innovative application of SUDS in existing urban areas and in new developments to manage rainfall and storm water in a more sustainable way and provide greater resilience to the impacts of climate change. Scottish Water is also undertaking network capacity modelling to facilitate, amongst other things, a more proactive and predictive response to assessing future water supply and drainage requirements arising from planned development. The Council will work closely with SEPA and Scottish Water as part of the review of the MLDP to ensure that planning policy and infrastructure requirements reflect the revised guidelines of these agencies. Other goals in this area include regular reviews of corporate policies that relate to climate change adaptation, such as the Council's Severe Weather Plan and its Winter Service Policy and Operational Plan. A notable final example is the continued development of energy efficient social housing projects (in response

to objectives B3-6 and B3-7 of question 4(d) above). To this end, the Council is pursuing developments that incorporate the 'passivhaus' concept; a highly energy efficient set of building standards.

4(h) Supporting information and best practice
Provide any other relevant supporting information and any examples of best practice by the body in relation to adaptation.
N/A – the information and examples provided in questions 4(a) to 4(g) above are accompanied by links to documents which provide additional information, if required.

PART 5 – PROCUREMENT

5(a) How have procurement policies contributed to compliance with climate change duties?

Provide information relating to how the procurement policies of the body have contributed to its compliance with climate changes duties.

The Midlothian Council Procurement Strategy 2018 - 2023 and subsequent policy and procedures reflect European (Europe 2020), national (Scottish Government Sustainable Procurement Policy 2009 and Procurement Reform (Scotland) Act 2014) and local (Single Midlothian Plan and Corporate Social Responsibility Plan in support of DEFRA Government Buying Standards) objectives, including sustainability considerations. The Strategy and policies also promote the use of local suppliers, where appropriate, to help reduce the carbon footprint of the authority's activity.

The Council notes the importance of environmental matters prominently within its Procurement Strategy, which has five strategic themes to promote ethical standards. While this also encompasses social and economic matters, the Strategy also notes that environmental opportunities are of equal importance and this includes considering the impact of purchases on, for instance, climate change, waste production or scarce materials. In practical terms, this may involve:

- Collaborating with partners to share good practice and maximise opportunities when procuring from the same suppliers;
- Undertaking soft market testing to understand the potential for innovation and what the market can offer in terms of sustainable solutions;
- Considering environmental sustainability in the early stages of each project, identifying goods, works and services with significant impact;
- Including appropriate standards, requirements and targets in contracts;
- Considering environmental factors where appropriate in supplier selection and tender evaluation;
- Taking a whole lifecycle approach to costs.

5(b) How has procurement activity contributed to compliance with climate change duties?

Provide information relating to how procurement activity by the body has contributed to its compliance with climate changes duties.

Tender processes use the European Single Procurement Document (ESPD), which includes standard question sets on environmental compliance and policy to help ensure tenderers have an appropriate history and overall approach to environmental considerations (among others). Where proportionate to the nature of the contract, environmental considerations will go further and make up part of the award criteria through specific questions or requirements within the Technical Response.

The application of these procedures during the 2019/20 reporting year can be seen in the standards required for those tendering for constructing the new Easthouses Primary School. As part of its selection criteria, the ESPD for the works referred to the need for bidders to demonstrate compliance with environmental management standards. An Additional Standards Statement which accompanied the contract notice also specified that bidders must hold a UKAS (or equivalent) accredited independent third party certificate of compliance with BS EN ISO 14001 (or equivalent), a valid Eco-Management and Audit Scheme (or equivalent) certificate, or that they must have a regularly reviewed documented policy regarding environmental management, authorised by the Chief Executive, or equivalent. Such standards cover the training of bidder's employees in environmental issues and arrangements for responding to, monitoring and recording environmental incidents (amongst other issues). Further examples of the application of these principles during the 2019/20 reporting year are:

- The Contract Notice for an energy partner for the Millerhill Low Carbon District Heating Project, including emphasising that part of the background to the project would be taking into account the recently-adopted Shawfair Sustainable Growth Agreement;
- The Contract Notice for Physiotherapy Services, which referred those tendering to the importance of sustainability as one of the Council's corporate values and that this would form part of the selection criteria under 'Community Benefits';
- The Contract Notice for the provision of disposal and/or treatment capacity for residual waste.

Full details on these and other Contact Notices published by Midlothian Council, including those archived from previous years, is available at https://www.publiccontractsscotland.gov.uk/search/search_mainpage.aspx

Similar to tender ESPDs, Invitations to Tender issued by Midlothian Council also specify the importance of environmental considerations, such as including instructions to tenderers that the evaluation criteria for contracts include their use of environmental management systems.

5(c) Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to procurement.

Tenderers' compliance with environmental legislation is always checked at all levels of procurement over £5,000, and where appropriate, the environmental policies of the tenderer are also assessed. As part of the commodity procurement strategy, any high-risk materials (e.g. timber, waste products, etc.) are considered in terms of risk in this regard and any available accreditations that can legally be included are applied as requirements of the successful tenderer.

Midlothian Council's procurement Terms & Conditions contain provisions that allow for the termination of contacts if obligations under the European Communities Act 1972 have not been met. This includes events where the supplier has failed to comply in the performance of the Contract with legal

obligations in the fields of environmental law. Suppliers themselves must include the same provision within their various sub-contracts. These requirements are stated within the Council's Terms & Conditions for the purchase of goods, for the purchase of services, for the use of consultancy services and for the supply of goods.

The Council's Procurement Strategy and Terms & Conditions of business can be found at: https://www.midlothian.gov.uk/info/1/business/382/doing_business_with_midlothian_council/5. The former specifically references climate change matters as an influencing factor in procurement decisions.

The Council also provides an overview of the tender process, which specifically emphasises the importance of environmental considerations in bids made for goods and services. This is available at: https://www.midlothian.gov.uk/info/1/business/382/doing_business_with_midlothian_council/4

PART 6 – VALIDATION & DECLARATION

6(a) Internal validation process
Briefly describe the body's internal validation process, if any, of the data or information contained within this report.
Much of the data within this report was obtained from Service Plans and Performance Reports that are put before the Council's Performance Review and Scrutiny Committee. Other data was validated with the relevant Council services to ensure its accuracy. The data in part 3 was reviewed alongside the Council's Energy Officer who compiled it and this overall report was reviewed by both the Planning Manager and a Lead Officer (with line management responsibility for authoring officer). The submission was also approved by the Council's Cabinet.

6(b) Peer validation process
Briefly describe the body's peer validation process, if any, of the data or information contained within this report.
No peer validation took place.

6(c) External validation process
Briefly describe the body's external validation process, if any, of the data or information contained within this report.
No external validation took place.

6(d) No validation process
If any information provided in this report has not been validated, identify the information in question and explain why it has not been validated.
N/A - our validation process is outlined in 6a.

6e - Declaration		
I confirm that the information in this report is accurate and provides a fair representation of the body's performance in relation to climate change.		
Name	Role in the body	Date
Peter Arnsdorf	Planning Manager	06/10/2020

Q1 Historic Emissions (Local Authorities only)
Please indicate emission amounts and unit of measurement (e.g. tCO$_2$e) and years. Please provide information on the following components using data from the links provided below. Please use (1) as the default unless targets and actions relate to (2). (1)   UK local and regional CO$_2$ emissions: subset dataset (emissions within the scope of influence of local authorities): (2)   UK local and regional CO$_2$ emissions: full dataset.
Select the default target dataset
Subset

Table 1a – Subset

Sector	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Units	Comments
Total emissions	519.1	477.1	505.0	446.3	483.7	473.8	426.5	415.3	406.6	398.0	392.0	ktCO$_2$	
Industry & commercial	168.2	150.4	165.5	133.9	162.9	158.8	135.3	124.4	117.3	111.2	107.2	ktCO$_2$	
Domestic	204.2	183.4	198.0	173.4	186.0	181.8	154.1	151.4	145.9	137.2	137.6	ktCO$_2$	
Transport	146.8	143.3	141.5	139.0	134.8	133.1	137.2	139.5	143.3	149.7	147.2	ktCO$_2$	
Per capita	6.4	5.8	6.1	5.3	5.7	5.6	4.9	4.8	4.6	4.4	4.3	tCO$_2$	
Household waste	-	-	-	96.7	97.3	98.6	92.3	91.4	95.3	98.2	91.9	ktCO$_2$	

Table 1b – Full

Sector	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Units	Comments
Total emissions	525.1	486.1	519.9	455.5	486.3	489.7	440.3	425.1	415.7	406.3	401.3	ktCO$_2$	
Industry & commercial	172.1	154.1	169.2	137.7	166.4	162.5	140.2	127.7	121.1	115.3	111.3	ktCO$_2$	
Domestic	204.2	183.4	198.0	173.4	186.0	181.8	154.1	151.4	145.9	137.2	137.6	ktCO$_2$	
Transport	147.0	143.6	141.8	139.2	135.1	133.4	137.5	139.8	143.6	149.9	147.5	ktCO$_2$	
Per capita	6.4	5.9	6.3	5.5	5.8	5.8	5.1	4.9	4.7	4.5	4.4	ktCO$_2$	

| LULUCF* | 1.8 | 5.1 | 10.9 | 5.2 | -1.2 | 12.0 | 8.6 | 6.2 | 5.2 | 3.9 | 5.0 | ktCO$_2$ | |

LULUCF – Land use, land use change & forestry

Q2a - Targets										
Please detail your wider influence targets										
Sector	Description	Type of Target (units)	Baseline value	Start year	Target saving	Target / End Year	Saving in latest year measured	Latest Year Measured	Comments	

Q2b) Does the Organisation have an overall mission statement, strategies, plans or policies outlining ambition to influence emissions beyond your corporate boundaries? If so, please detail this in the box below.
Yes - see the answers to questions above within the "Governance, Management and Strategy" section. Many of the documents listed in question 2e extend beyond the Council's corporate boundary, as do many of the activities listed in the "Other Notable Reporting Activity" section below. The requirements of the Council in relation to sustainable procurement also assist in influencing emissions beyond its boundaries.   Midlothian Council's declaration of a 'climate change emergency' during the reporting year included the goal of achieving 100% of clean energy across its functions by 2030 but also had the aim of encouraging emissions reductions across the region – it specifically stated that "the council will support and work with other agencies towards making the entire area zero carbon within the same timescale". To assist in achieving this, a Citizens Assembly and a Climate Change Partnership Group will be set up, which will involve sharing ideas amongst councillors, residents, young people, businesses and climate scientists on ways to reduce emissions. The declaration also seeks to achieve wider influence through a review of the Council's investment strategy to give due consideration to climate change impacts in its investment portfolio.

Q3) Policies and Actions to Reduce Emissions													
Sector	Start year for policy / action imple - mentation	Year that the policy / action will be fully imple - mented	Annual CO$_2$ saving once fully imple - mented (tCO$_2$)	Latest year measured	Saving in latest year measured (tCO$_2$)	Status	Metric / indicators for monitoring progress	Delivery role	During project / policy design and implementation, has ISM or an equivalent behaviour change tool been used?	Please give further details of this behaviour change activity	Value of investment (£)	Ongoing costs (£/ year)	Primary funding Source for implementation of policy / action

Please provide any detail on data sources or limitations relating to the information provided in Table 3
The Council has not completed this question for this report year. It is hoped to do so for future report years as data and information becomes more readily available and resources allow, in particular, the preparation and approval of a new Carbon Management Plan. Many entries that could go in it are nevertheless included in Section 3 (particularly 3d) and question 5 (other notable reporting activity).

Q4) Partnership Working, Communication and Capacity Building.
Please detail your Climate Change Partnership, Communication or Capacity Building Initiatives below.

Key Action Type	Description	Action	Organisation's Project Role	Lead Organisation (if not reporting organisation)	Private Partners	Public Partners	3rd Sector Partners	Outputs	Comments
									These actions are detailed in the 'Other Notable Reporting Activity' below.

OTHER NOTABLE REPORTING ACTIVITY

Key Action Type	Key Action Description	Impacts/Notes
Energy	Home Insulation Projects with Changeworks	• Midlothian Council work with Changeworks to deliver domestic energy efficiency projects using Council funding, funding the Council accesses through the Energy Companies Obligation (ECO) and the Scottish Government's Energy Efficient Scotland scheme. This is topped up by contributions from home-owners. • From March to November 2019, this involved 132 properties in Penicuik having external wall insulation installed. The Council contributed around £240,000 and accessed another £75,000 through the ECO. • These projects will reduce emissions by 750tCO2 over their lifespan and will save occupiers around £750,000 in fuel bills.
Energy	Scottish Government Decarbonisation Fund Projects with Changeworks	• Funding was secured from the Scottish Government's Decarbonisation Fund to install low carbon technologies in Midlothian Council properties. Solar panels and battery storage systems will be installed in up to 176 properties and air source heat pumps in up to 32. • Performance statistics will be available towards the end of 2019 as Changeworks begin to carry out installations and receive data back from the contractor.
Energy	Council Intranet Information	• This provides information on energy and climate change matters to staff. Content includes Scotland's Climate Change Declaration, contact details of staff dealing with Council energy matters, climate change itself and Council initiatives to save energy in the workplace. • Much of the intranet content needs updated.
Energy	Non-Domestic Energy Efficiency Framework (NDEEF) Projects	• The NDEEF covers retrofit to public sector buildings and grounds: building fabric, building environmental services systems and local energy generation. Councils can use the framework to procure a retrofit contract in order to reduce their energy costs and carbon dioxide emissions. • During 2018/19, a grant application to NDEEF to secure funding to identify potential energy saving projects was successful. This allowed the identification of numerous energy conservation measures at 12 Midlothian Council buildings and consumption profiling enabled the calculation of possible energy savings. • As of August 2020, all the measures had been implemented and the project is currently in a monitoring and evaluation period. The initial energy, financial and carbon savings were calculated by Ameresco who investigated the potential for Midlothian Council buildings to have these measured installed and produced an Investment Grade Audit. The monitoring and evaluation period involves another company comparing these anticipated figures with the actual savings.
Waste/Energy	Millerhill Recycling and Energy Recovery Centre	• To reduce the volume of waste going to landfill, Midlothian Council's kerbside-collected residual waste (grey bins at households and businesses) is now processed at the joint City of Edinburgh Council/Midlothian Council Millerhill Recycling and Energy Recovery Centre. Waste is used to generate both heat and electricity. It was officially opened in September 2019. • This is part of a wider strategy to reduce waste to landfill which has assisted in lowering CO_2 emissions from this source from 97,000 tonnes in 2011 to 92,000 tonnes in 2018 (a fall of 5%).

Q5) Please detail key actions relating to Food and Drink, Biodiversity, Water, Procurement and Resource Use in the table below.

Biodiversity	Midlothian Ranger Service	• This service has the purpose of management of the countryside in Midlothian for the benefit of people and wildlife, via work in the following three areas and accompanying objectives:
		   o Recreation (access) - to encourage participation in Midlothian's countryside and to work in partnership with communities;
		   o Education - to help everyone learn about Midlothian's countryside and heritage;
		   o Conservation (biodiversity) - to conserve and enhance Midlothian's natural environment and cultural heritage.

Energy	Scottish Energy Officers Network	The Council's Energy Officer takes part in this. It involves all 32 Scottish Councils and is a community for people working in or who have an interest in the Public Sector Energy Management field so as to share best practice and disseminate information. They meet every two months.
Waste	"Green Santa" Toy Collection Scheme	• This is a collection scheme to promote toy recycling. • The Waste Aware Team collected almost two tonnes of toys and games from across Midlothian Schools as part of the scheme. Items collected were then given to charity to be reused.

Waste	Waste Education	• The Waste Aware Team can provide a range of advice, guidance and support on waste, waste minimisation and recycling.
		   o This can be done with schools and youth groups, involving a range of activities that can be arranged to meet the specific age group, level of awareness and number of participants. These include waste audit talks, recycling activities and games.
		   o Other activities are geared towards adult groups. These include seminars and discussion sessions to allow people to ask specific questions on all aspects of recycling and waste management.
		• The Waste Aware Team also has a range of educational materials, posters and literature, which can be displayed in work places or community venues.
		• For gala days and outdoor events, the Waste Aware Team also has an educational caravan.

Transport	Electric Vehicle Charging Infrastructure	• Midlothian Council hosts 21 public access charging points, including 4 rapid chargers, 13 fast chargers and 4 slow chargers. • In addition, non-public access (workplace) chargers have been installed at Bonnyrigg Depot, Midlothian House and Stobhill Depot. o This was partly funded by a £6,000 grant from the Energy Savings Trust during 2018/19.
Transport	Electric Vehicle Provision	• As of August 2020, the Council's fleet has 18 electric vehicles in it, of which 7 are owned and 11 are leased. There are 4 further electric vehicles which are due for delivery in September 2020. o Staff are encouraged to use these for business to reduce the Council's travel carbon footprint. Induction/training is available to familiarise staff on how they differ from regular petrol and diesel cars. • During the 2019/20 reporting year, there was a review of the expansion and improved usage of the current fleet, primarily as a pool resource but also looking at overall fleet utilisation and requirements for infrastructure. In response to this, a plan was developed for the future provision of electric vehicles in the Council to meet the Scottish Government's deadline for phasing out the purchase of petrol and diesel vehicles by 2032. A report to Council on 20/08/2019 recommended that grant funding be used to increase the number of ultra-low emissions vehicles and to increase charging infrastructure to meet the demand.
Transport	Sustainable Transport Project Officer Post	This member of staff was appointed in 2019/20 to focus on electric vehicles and infrastructure to ensure that the Council has a strategy for fleet replacement and necessary infrastructure to meet the Scottish Government's 2025 target of no combustion engine vehicles within public fleets where there is a suitable ultra-low emission vehicle available.

Transport	Energy Saving Trust Electric Vehicle Feasibility Study	• Midlothian Council was chosen for a feasibility study run by the Energy Saving Trust to find the most suitable locations for new EV charging infrastructure. • This is expected to be ongoing until at least spring 2021 and has involved gathering mapping information from the Estates and Planning Services to identify potential locations, for example at Council assets and on vacant land.
Transport	Participation in National Bike Week 2019	• This was advertised in the Weekly All Staff Email of 05/06/2019. • Midlothian Council had a stall at the Edinburgh Festival of Cycling (Spokes Bike Breakfast) on the 11th of June at the City Chambers. This is an annual event organised by Spokes and the City of Edinburgh Council to thank local cyclists. There were around a dozen stalls on cycle-related topics, including a Spokes stall selling maps at discounted prices, a full bike check and chain lube service, as well as bike security advice from Police Scotland. • Council Staff were also informed of the various events that took place as part of Bike Week 2019.

Biodiversity	Local Biodiversity Site Management	• The Wildlife Information Centre, a registered charity that is separate from the Council, administer the Midlothian Local Biodiversity Site System through a service level agreement that is reviewed annually.
		• The Wildlife Information Centre maintains records for the Council of:
		  o Flora and fauna across Midlothian, including those identified in proposed and designated Local Biodiversity Sites in Midlothian; and
		  o Details of proposed and designated Local Biodiversity Sites, including site boundaries, site survey and site assessment information.

Miscellaneous	Weekly All Staff Emails	The Weekly All Staff Email is regularly used as a means by which to communicate details of Council initiatives that are relevant towards climate change mitigation, for example details of upcoming energy saving advice sessions or incentives for staff to use active travel.
Various	Integrated Impact Assessments	These are used to identify whether Council policies and proposals will have environmental impacts, and if so, what they are and their magnitude. They require the author to rate whether such policies and proposals have high or low relevance to environmental matters and to also provide further detail on how policies or proposals may or may not impact on more specific areas relating to the environment, including climate change adaptation, enhancing biodiversity and resource/energy efficiency.
Various	Strategic Environmental Assessments	• Under the Environmental Assessment (Scotland) Act, the Council is required to carry out Strategic Environmental Assessment in developing certain documents, before they are adopted as policy. This involves identifying the significant environmental effects likely to result from implementing a preferred option and also from any reasonable alternatives. The findings are then presented in an "Environmental Report", and the public and environmental agencies are consulted on both the document and the report. • The Council provides information on its intranet pages on this topic, including a briefing paper on the requirements of the Act and a flowchart to assist employees in determining whether Strategic Environmental Assessment is required.
Waste	Food Waste Recycling	• In 2019, food waste collection bins were introduced in Fairfield House and Midlothian House for staff to use. These are located around the kitchen areas in the building together with other recycling bins, meaning that staff have the opportunity to recycle as many as possible components of the waste they may produce. • Food waste collected is taken to a local anaerobic digester that converts the waste heat generated during the decomposition of the food to energy. The residue is used as an agricultural fertiliser.

Energy	Home Renewables Event	• This was a free event in Penicuik in June 2019 run for people to find out about the latest in renewable energy including solar panels, heat pumps and energy storage technologies. Those attending included specialist installers and speakers to talk about funding options. • The event was run by Change Works in Penicuik, which is funded by the Scottish Government, delivered by Changeworks and supported by Midlothian Council.
Energy	Energy Consumption Monitoring	Energy consumption across the Midlothian Council buildings portfolio continues to be monitored on a monthly basis. Accurate monitoring capacity has been further enhanced due to an extension in the number of automatic read meters installed and improvements in data capture which enable remote monitoring of meter readings by the Council's Energy Team. Further smart meters, capturing gas supplies in a number of buildings have been progressed and more are planned for the years ahead.
Waste	Household Recycling Charter	• The Scottish Government, Zero Waste Scotland and COSLA agreed a Household Recycling Charter and Code of Practice which set out a framework for implementing consistent recycling collections across Scotland. The Code of Practice specifies the material streams that should be collected separately and the specific items that will be accepted within each stream through standardisation of the specification for recyclable materials. • The Household Recycling Charter identifies a number of collection strategies to improve recycling performance and develop a consistent national system, whilst leaving scope for Councils to design services around their local context. • Midlothian Council agreed to sign the Charter in 2016 and it will be a key driver of the Council's Waste Strategy, when approved.
Transport	Lothian Community Transport Services (LCTS)	• LCTS run a Minibus Hire Service and Community Bus Service and are financially supported by Midlothian Council. • They provide a link to local shopping centres for communities less well served by public transport. This allows people in Midlothian to have access to a more sustainable alternative than private car use. • LCTS offer driver training courses, which also cover fuel efficient driving.
Air quality	Annual Air Quality Progress Reports	• Annual Air Quality Progress Reports set out the results of air quality monitoring carried out by Midlothian Council and consider the potential impacts from a range of sources such as road traffic and other transport emissions, industrial processes, commercial and domestic fuel use and fugitive emission sources. They also note the relevance of air quality issues to climate change, for example as covered by the Clean Air for Scotland Strategy. • Monitoring activity is performed in relation to nitrogen dioxide, which can contribute to climate change since it is a precursor of ozone (a greenhouse gas). The reports also document progress on measures to improve air quality which result in reduced emissions of greenhouse gases too, for example efforts to reduce vehicle idling.
Air quality	East Central Scotland Vehicle Emissions Partnership	• Midlothian Council forms part of the East Central Scotland Vehicle Emissions Partnership, together with West Lothian Council, East Lothian Council, Falkirk Council and the Scottish Government. • The remit of the Vehicle Emissions Partnership is to help reduce vehicle emissions by encouraging drivers to switch off their engine whenever possible, educating the general public by the provision of free vehicle emissions testing and handling idling complaints. They provide a range of services to discourage idling around schools and have information on fuel efficient driving on their website.
Air quality	Air Quality Joint Working Group	• There is an action in the quarterly and annual Communities and Economy Performance Reports to "Ensure the Council works towards meeting the Clean Air for Scotland (CAFS) objectives".

		• To this end, as well as the annual Air Quality Progress Reports (see elsewhere in this document), a joint working group with relevant Council services including Planning, Transportation, and Environmental Health has been convened. Its purpose is to ensure that the Council meets the Scottish Government's CAFS objectives. This strategy incorporates actions on a range of related subjects such as transport, health, communication and climate change.
Biodiversity	Doors Open Days	Doors Open Days are a range of events coordinated by the Scottish Civic Trust. They run throughout Scotland every September as part of European Heritage Days. They celebrate heritage and the built environment by offering free access to venues across Midlothian, some of which are environment-themed. For example, the 2019 Doors Open Day included a bat walk at Straiton Pond and opening The Wildlife Information Centre office to the public (Midlothian Council have a service level agreement with them to provide various biodiversity related work – further details are provided elsewhere in this document).
Biodiversity	Landscape Officer Post	The Landscape Officer works with Planning Officers and developers in the assessment and implementation of proposals to enhance the biodiversity value of sites and their wildlife connectivity to adjacent areas. This is a particular feature of implementing the requirements of the Midlothian Green Network Supplementary Guidance.
Various	Greening Gorebridge	• Midlothian Council was a partner of the Gorebridge Community Development Trust, whose work includes environmental protection and they have delivered small grant funded projects to improve local areas, biodiversity and green spaces. • They are currently in the process of delivering Greening Gorebridge: a two-year project (from 2018 to 2020) to reduce carbon emissions via the uptake of sustainable transport choices and food waste reduction. It was awarded a grant of £160,000 from the Scottish Government's Climate Challenge Fund. • Midlothian Council are no longer involved with this, but its participation was instrumental in setting it up.
Energy	Participation in Earth Hour	• The Council supports Earth Hour, with residents being encouraged to follow suit in switching off lights and appliances. More emphasis has been placed on the Council leading on this work in recent times, and also trying to get local businesses involved. Residents are also directed to the WWF website for further information. • For 2020, the Council's Communications Team put together a Communications Plan for the event. It was also advertised on the Council website and its Twitter and Facebook pages.
Various	Eco-Schools	• Eco-Schools is the largest sustainable schools programme in the world and is managed in Scotland by Keep Scotland Beautiful. • It involves schools forming an Eco-Committee which then completes an Environmental Review, to investigate the current situation in the school. The results are used to create an Action Plan of projects on litter and two other topics (from a choice of ten). The Action Plan will include ways of measuring the progress of projects and ideas for future development. Projects should be linked to the curriculum, with the school and wider community given the opportunity to take part. • This work is recognised by the Green Flag Award, which is a visible indication of a school's commitment to learning about sustainability, and an internationally recognised accreditation. It is renewed every two years through a repeat of the Eco-Committee/Environmental Review/Action Plan process. • As of September 2020, there are 63 schools and nurseries in Midlothian that are registered with the Eco-Schools programme (including private facilities). 15 of these have been awarded Green Flag status.
Transport	Tripshare Midlothian	• The scheme is part of the Liftshare network, where people can share their car to work or find a partner for doing so. There is a specific Midlothian Council car share group and a wider one for Midlothian in general.

		• This is advertised in the Weekly All Staff Email and increasing uptake of the service is noted as being a priority within the Council's Capital Investment Strategy 2018 – 2028 (and its draft replacement, which covers 2020 – 2030).
Various	Shawfair Sustainable Growth Agreement	• Sustainable Growth Agreements (SGAs) are voluntary, non-legally binding, formal agreements through which organisations and SEPA can explore new and innovative ways to improve environmental performance and focus on practical actions that deliver environmental, social and economic success. • An SGA for Shawfair was agreed between the Council, Shawfair LLP and SEPA in December 2019. It identifies opportunities for increased collaboration in low carbon heating, sustainable working practices, and the promotion of active travel. • One of the SGA's key projects is the planned district heating system for Shawfair town centre. This will be powered by surplus, zero carbon heat from the nearby recycling and energy recovery centre.
Transport	Cycle to Work Scheme	• This started in March 2019 and is a Government-backed initiative that enables people to obtain a bike and/or cycling accessories to use for riding to work whilst making tax and National Insurance savings from their gross pay. • There are regular pop-up shops and exhibits for this, such as at Fairfield House and St. David's High School in August 2019. These are advertised via emails to Council staff. There were further ones on October 2019 at the Stobhill Depot and Penicuik High School. • The spending limit has been increased to £2,000 as of October 2019.
Transport	Scottish Workplace Journey Challenge	• Running throughout March 2020, the Scottish Workplace Journey Challenge was organised by Sustrans and funded by Transport Scotland. It aims to get as many people as possible walking, cycling, and using public transport and lift-sharing for commuting and business travel. • People can participate as individuals or part of the Midlothian Council team (by choosing this option when they register). It involves people logging their journeys to compete for prizes. • It takes place every March, with the Council participating each year.
Transport	Smarter Choices Smarter Places	• During 2019/20, the Council's Road Services team were successful in bidding to the Transport Scotland Smarter Choices Smarter Places (SCSP) fund for £80,000. This will be used to take forward the Active Travel Strategy and related sustainable travel initiatives. • The team were also successful in bidding to Scotrail for a grant to market an electric Bike project for Dalkeith/Eskbank Station. The Electric Bike Project is fully funded by SEStran with officer support from the Council via SCSP funding. • SCSP is a programme administered by Paths For All and has a Local Authority Fund which Councils can apply for to implement active and sustainable travel projects. The Council applied for the SCSP Local Authority Fund for 2020/21. This was granted in March 2020 and projects will be implemented from April 2020 to March 2021.
Transport	Flexible Working Policy	• Midlothian Council's Flexible Working Policy includes the provision for employees to request to work from home for all or part of their role. It thereby enables the Council to decrease the emissions resulting from its staff commuting to and from work. • It has applied since 2014 and was updated in early 2020.
Air quality	The Lothian Joint Health Protection Plan 2018 - 2020	• Section 7 of The Public Health etc. (Scotland) Act 2008 requires that, in conjunction with the relevant Local Authorities, the Health Board must prepare a Joint Health Protection Plan for its area. This is a collaborative approach to protecting the health of the Lothian population between NHS Lothian and the four local authorities in its area.

		• One of its priorities is a "focus on air quality" and it recognises the role that cars in particular have on this and their effects on ecosystems. The Plan identifies Midlothian Council as having the responsibility for air quality monitoring.
Biodiversity	Newbattle Beekeepers Association	£200 was awarded to Newbattle Beekeepers Association as part of the Council's voluntary sector grants awards for 2020 to 2022. Their work will support the aims of the Midlothian Local Biodiversity Action Plan.

Various	Economic Growth Strategy 2020 - 2025 (+ Midlothian Economic Renewal Strategy)	• The Strategy contains several "Strategic Priorities", one of which is to improve the vibrancy of Midlothian's town centres and make them more environmentally-friendly.
		• There are several "key actions" that aim to promote this goal:
		  o Creating low carbon/energy efficient business co-working space at Shawfair;
		  o Reducing CO2 emissions per capita;
		  o Developing a Carbon Charter and aim to sign up new businesses to it;
		  o Identifying a site for a modern, light industrial use and low carbon business park;
		• The Economic Renewal Strategy is an addendum to the original Strategy. It was created in response to the economic challenges resulting from the Coronavirus pandemic. It has several environmental objectives including:
		  o Supporting businesses to do sustainable travel options appraisals;
		  o Targeting increased referrals to Zero Waste Scotland/Resource Efficient Scotland for free environmental audits;
		  o Launching the Midlothian Carbon Charter.

Various	Midlothian Business Carbon Charter	• This was created by Economic Development to encourage businesses to reduce their carbon emissions and operate in a more environmentally-friendly way, thereby also positioning themselves towards eco-conscious consumers and their buying power. • By signing the Charter, businesses commit to operating in an energy and environmentally-efficient manner. Economic Development will use them in future for case studies to encourage others to take on board the lessons they learnt on their carbon reduction journey and as a showcase to others via highlighting their work on the Locate in Midlothian Website. • Businesses signing up are directed to a range of advice on how to achieve the Charter's aims, including developing travel plans and energy, waste and water audits.

Transport	Low Emission Zone Mitigation Measures	• The following mitigation measures were proposed in response to the Edinburgh Low Emission Zone. The Council secured grant funding of £863,000 for these projects:
		  o The upgrade and replacement of bus shelters on radial routes into Edinburgh (£500,000);
		  o The installation of rapid electric chargers at Sheriffhall park and ride (£135,000);
		  o The purchase of electric pool cars (£78,000);
		  o Undertaking a park and ride feasibility study (£50,000);
		  o Providing a toucan crossing (pedestrian and cycle) on A6106 Old Dalkeith Road including widened footpath as identified in the Active Travel Strategy (£100,000).

Transport	Essential Cycling Skills Course	• This was a free cycling skills course held in February 2020 for all Council staff to help provide them with the skills, experience and knowledge to cycle on quiet but fast roads and moderate to busy town centres. • The training was delivered by Roslynn Newman, the Active Travel Officer for schools, and was tailored for anyone considering increasing their activity levels and riding bikes.
Transport	Various Active Travel Events	• The Council participated in various events in early 2020 to promote active travel in Midlothian. These included:

		o Walk to School Week (18th to 22nd May); o Sustrans Big Pedal (22nd April to 5th May). This is the UK's largest inter-school cycling, walking and scooting challenge. It aims to get pupils, staff and parents to choose human power for their journey to school; o A cycle maintenance workshop was held at the Gorebridge Beacon on 03/02/2020; o A Learn to Ride event was held at the Gorebridge Beacon on 07/03/2020. This included balance bike activities for kids to get them interested in cycling at a young age. o Promoting "Cycle to Work Day" on 06/08/20 via the Weekly All Staff Email. This included promoting the Council's other activities to encourage cycling at the same time.
Transport	Active Travel Officer for Schools Post	• The Active Travel Officer for Schools works with schools in Midlothian to increase active travel to and from them. This work includes: o Providing led rides as part of PE classes to two high schools. o Working with Midlothian's primary schools to help roll out and support Bikeability training by coordinating and managing the school bike loan service and volunteers, as well as delivering the training to school staff as part of their CPD. • The Officer in this post was previously recruited as an IBike Officer which is a partnership project between local authorities and Sustrans Scotland, however the Council decided that it was better to recruit their own school's officer to cut down on costs. This led to the Active Travel Officer for Schools being recruited in August 2019. The post is vacant as of September 2020, but is being advertised.
Various	Midlothian COVID-19 Recovery Plan (Midlothian's Route Map Through and Out of the Crisis)	• This is a Council-wide plan for how it will deal with the Coronavirus situation going forward. It was presented to the Council meeting of 16/06/2020. • It has six interventions intended to support Midlothian's recovery from the effects of the Coronavirus. These include a new effort to embed less carbon intensive work practices called "digital by default, remote working and carbon neutral by 2030 approaches to the workplace and active travel". o This aim is included in all four phases of the Route Map out of the situation.
Miscellaneous	Allotment & Food Growing Strategy 2020 - 2030	• This was created in response to the Community Empowerment (Scotland) Act 2015 which places a duty on local authorities to publish a food growing strategy for their area. • The implementation of the Strategy will help to reduce the carbon footprint and food miles of Midlothian's residents. • The Strategy also recognises the contribution that allotments make to biodiversity. It therefore includes an action to prepare a biodiversity gardening leaflet for new plot-holders so that these benefits are maximised.
Energy	Energy Saving Advice Sessions (2019/20)	• During 2019/20, there were two free energy advice sessions run for Council staff: o A member of staff from Home Energy Scotland was on site in Fairfield House and Midlothian House to provide information to staff on issues like saving money on their fuel bills, home renewables, electric vehicles, home insulation and sources of funding. It was arranged by the Council's Healthy Working Lives Team – Fiona Doyle arranged it with Blair Barrows of Home Energy Scotland (although it was a different member of staff that visited); o There was a seminar run by Chris Clyne, an Affordable Warmth Advisor from Changeworks. It focused on providing advice in relation to reducing electricity & heating bills and changing energy supplier. It was funded by the Council and was run for

		staff, however it had the additional aim of sharing this advice with family, friends, Council service users and clients where appropriate.
Energy	Energy Webinar	• Home Energy Scotland and Changeworks' Affordable Warmth Team organised a webinar to highlight how to reduce energy bills and keep warm more affordably. It also included information on a new crisis fund for householders with prepayment meters. • It was aimed at those who work with and support householders vulnerable to fuel poverty, particularly those living on low incomes, older people, families with young children, and householders with health conditions.
Energy	Salix Energy Efficiency Projects	• Salix are public sector energy efficiency financiers who are working with the Scottish Government to support continued investment of former Central Energy Efficiency Fund (CEEF) money. CEEF was a Scottish Government scheme to reduce public sector carbon emissions, and when it was abolished in 2016, Councils were permitted to retain their funding. Salix are supporting the continued investment of this money via match-funding Council investment with interest-free conditional grants. • Salix projects in Midlothian cover the installation of a range of technologies to reduce the energy consumption and carbon output of the Council's estate. Examples include fitting Building energy management systems, new boilers and LED lighting.
Transport	Staff Cycling Facilities	• Lockers are available on a first-come, first-served basis for staff that cycle to work. These are available in Fairfield and Midlothian Houses. • Cycle parking facilities include a new externally-funded covered cycle shelter in the car park behind Midlothian House and rails behind Fairfield House. • A successful application was made to Cycling Scotland for funding to upgrade the current staff shower facilities in Fairfield and Midlothian House. Work is also on going to get additional lockers for staff cycling to work to use.
Transport	Council Pool Bikes	• The Council has pool bikes that are available for staff to use for business purposes. • An electric cargo bike is also available to allow staff that need to carry heavy items to use an active travel mode for their journey.
Transport	Staff Bike Loan Scheme	• 13 bikes are available for staff on a rolling basis for commuting in this project which is funded by Cycling Scotland. It aims to encourage staff to shift from travelling to work by car to cycling and to improve their health. • Those interested in participating are lent a bike for free for a period of up to two months, after which it will go to another member of staff. Bikes are reserved on a first-come basis but a waiting list is also in place. • It is hoped that the initiative will encourage staff to buy their own bike and change their travel behaviour after the hire period.
Transport	Active/Sustainable Travel Maps for Staff	Public transport and active travel maps have been created for staff across Midlothian. There are 24 of these and they show all Midlothian Council offices and school locations and provide information for walking, cycling and taking the bus to work. They also show cycle parking locations, relevant bus stops and services, as well as time taken to get to work by bus or bike from different areas.
Transport	Cycling Promotion	• The link in the cell to the left contains various information all with the purpose of promoting cycling, including maps, a cycling fact sheet and information on bike security. • The website is promoted within a leaflet available at Council reception that lists local cycle shops and engineers as well as businesses and visitor attractions that are keen to welcome more cyclist customers. • Walking and cycling maps are available at local libraries and in Midlothian House, as well as bus timetables.

		• Work has also been ongoing with Spokes (a Lothian-wide cycle campaign) on creating new active travel maps for interactive consoles around Midlothian and also updating the active travel map on the Council's website to support more accurate travel planning.
Transport	Co-Wheels Car Club	The Council has three Toyota Aygo Co-Wheels cars available that staff can use (for a fee) outside of working hours. This makes it easier for staff that want to go car-free themselves do so, whilst also providing access to one for essential journeys.

Transport	Walk to Play	• This is a project by the Council's Sport and Leisure Services department which is designed to encourage active travel in after-school settings such as sports clubs and other organisations (such as Scouts or Brownies). It will support and encourage clubs, children and parents to either walk, cycle and/or car share to and from these activities as a means of improving health and reducing the environmental impact of travel.
		• The year-long promotional activities include:
		  o A logo competition for primary school children, to raise awareness of the project and for clubs to use on resources;
		  o Clubs will be accredited with a 'Walk to Play' supporter quality mark;
		  o Launching of the 'Walk to Play' challenge, which includes prizes for club members and clubs that support the scheme the best.

Transport	Play on Pedals	• This is a project done in collaboration with Playbase and Cycling Scotland that delivers balance bike activities to 3 to 5 year olds in nurseries and aims to get them used to cycling and bikes from a young age so they use them for transport later in life. • Courses took place in August and September 2019 and 16 nursery staff members completed the training. Two Midlothian High Schools helped roll out the programme by providing senior pupils to assemble and maintain the balance bikes as well as deliver them to nurseries.
Transport	School Streets	• This is a project that Roads Services are working on in the Mayfield area around Mayfield Primary School and St Luke's Primary School to address issues with parking and to support more children walk, cycle, scoot or wheel to school. • The School Streets Initiative provides accessible information and guidance to empower local communities who want to see such schemes implemented. School Streets are roads outside a school with a temporary restriction on motorised traffic at school drop-off and pick-up times.
Transport	"WOW for Schools"	• This is a joint project with Living Streets which was started in March 2020 but was paused due to school closures and lockdown restrictions. The Road Services team are working on re-launching it. • "WOW" is a year-round walk to school challenge. It is a pupil-led initiative where children self-report how they get to school every day using the interactive WOW Travel Tracker. If they travel sustainably (walk, cycle or scoot) once a week for a month, they get rewarded with a badge.

Transport	"Spaces for People"	• A successful bid was made for Sustran's Spaces for People funding to address travel challenges posed by Covid-19.
		• These proposals involve changes to roads, streets, foot and cycle paths as an emergency pandemic response to re-allocate road space for walking and cycling as a mode of transport due to reduced public transport services. This involves measures such as:
		  o Improved social distancing on footpaths through cut-back vegetation;
		  o Temporary measures in Dalkeith, Bonnyrigg, Gorebridge, Loanhead town centres;
		  o Signage designating Dalkeith to Pathhead covid-19 rural cycle route.

Energy	"Green Heat in Green Spaces"	Initiative promoted by Greenspace Scotland and Rambol to investigate the feasibility of capturing ground sourced heat from parks and open spaces. Midlothian Council are a core partner and hope the outcome will enable business case development for various renewable energy and heat network developments.

Q6) Please use the text box below to detail further climate change related activity that is not noted elsewhere within this reporting template
N/A - relevant actions are listed above in the table for question 5.